

Local Shared Governance: **"GOV LOCAL"**

- Unit-based shared local shared governance committee meetings
- Designing research or evidence-based practice studies that are single or multi-unit focused

Central Shared Governance **"GOV CNTRL"**

- PNSO Regional Committees
- PNSO Central Committees and Sub-committees (Nursing Cabinet, Clinical Practice, Nursing Doc and Informatics, Professional Development, Awards, NEC, Clinical Career Ladder, CNA/RN, Summit Planning, Night Shift, Nursing Scheduling, Nominating)

Professional Development **"PROF DEV"**

Time spent by staff in internal and external education activities such as:

- Conference attendance (per Travel Policy- not personal PTO).
- Attends unit-based classes outside of orientation necessary for nursing interventions specific to that unit
- Receiving unit-based in-services such as new device/equipment initiative training
- Attendance at PNSO Events that include education (Evidence-Based Practice day, Nursing Summit, etc.)
- Attendance at HR Talent Development, NPD Services, and Life Support Learning Center
- Clinical education that does not occur during a staff meeting
- Peer review and performance review sessions (prep and delivery)
- Competencies to include skills days
- Completion of mandatory or required on-line learning

Preceptor **"PRE"**

- All clinical hours assigned with an orientee
- Coordination of Orientee/Preceptor schedules
- Competency checklist (OCA, RCA, DSC) and required orientation paperwork completion (Conscious sedation, IV competency)
- Orientation Progress meetings and associated paperwork (weekly and/or daily)
- Preceptor attendance at Manager Orientation Checkpoint (MOC) meeting

Nursing Education/Onboarding: **"NEC/OC"** (NEW)

- Coordination of education/PD/Competency validation
- Delivery or teaching of education/ PD/Competency validation
- Transition to Practice/Onboarding planning

Administrative Time: **"ADM"**

- Staff Meetings
- Nurse Scheduling

Orientation: **"ORI"**

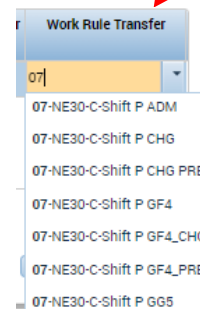
- NPD Services Nurse Residency Program classes and meetings that occur **during orientation**
- Orientation related education/PD activities (during orientation)
- Orientation Progress meetings and associated paperwork (weekly and/or daily)
- Orientee attendance at Manager Orientation Checkpoint (MOC) meetings
- Orientee evaluation of preceptor and unit-based orientation process
- Clinical orientation time with preceptor and/or designee

Quality Performance Improvement: **"QPI"** (NEW)

- Participation in Lean methods for improvement such as:
 - A3 Problem Solving
 - Root Cause Analysis
 - Direct observations for current state (practice or process)
 - 5-S
 - Participation in Failure Mode and Effects Analysis
 - Others
- Pressure ulcer prevalence rounds, or other clinical metric Champion work
- Coalition participation



Start Date	Type	Start Time	End Time	End Date	Duration	Job Transfer	Labor Level Transfer	Work Rule Transfer
9/11/2021	Regular	7:00	19:30	9/11/2021	12.50			



Benefited Staff Work rule prefix:

- RN = 07-
- PCA= 12-