

**Adult Acute Care Services Manager Meeting**

**Led by: Joel Anderson**

**Attendees**

**April 22, 2013**

TOPIC	DISCUSSION	ACTION/RESOLUTION
<b>HRBR Initiative</b>	Hourly Rounding and Bedside Report initiative trained 350 Acute Care nursing staff over a series of 71 sessions. Thank you all for your excellent work! Managers will be receiving an email that contains a copy of the HRBR presentation and a post-test that needs to be sent to all nursing staff (RN, PCA, PCT, LPNs). Managers will need to validate all nursing staff over the next 60 days. <b>Joel will be setting up 7:00am rounding times to help with the validation on all units.</b>	
<b>CHG Wipe Initiative</b>	All staff are required to attend the CHG Wipe training by 4/26/13. All agree training is going well, but staff are burned out with the volume of audits and trainings over the last few months.	
<b>Staffing and Float Policy</b>	The policy was presented to Scott and Lorna for review. Revisions were made and the policy will be presented to the managers for review and additional revisions. <b>Float Policy will be reviewed and discussed at the 5/6/13 Acute Care Manager Meeting.</b>	
<b>Annual Competencies</b>	Skills Days continue throughout all of the units. There was discussion regarding Mimi's work with the PCA/Ts and the anxiety that is created with the PCA/T tests. Is there a Spanish version of the test? <b>Joel will be following up with Mimi for an update on the initiative and the PCA/T test.</b>	
<b>Bed Capacity Meetings</b>	The Bed Capacity web-form pilot goes live with the 3 <sup>rd</sup> floor, 6 Central, and 6 West. A concern was presented regarding the frequent transportation delays. <b>Follow up with Rudy regarding the Acute Care concerns regarding transportation delays.</b>	
<b>Capital Requests</b>	Talk with your Medical Directors regarding any capital request needs. John Ehrhart presented concerns from 5C nurses re: inadequate numbers of and condition of Dynamaps. He stated that he will be submitting that for capital, but asked other acute care managers if this is an issue in their respective areas. Additionally, whiteboards, and DASH monitors will be submitted for capital. Scott and Reba are requesting funds for task chairs in the workspace and patient furniture upgrades. <b>Send any capital requests to Joel by 5/1/13.</b>	
<b>Manager Monthly Meetings</b>	At the Manager Monthly meetings we will be reviewing: quality metrics, patient progression, patient satisfaction, action plans, and fiscal reports.	