

**Parkland Health & Hospital System  
Advanced Practice Council: Meeting Minutes**

**Date:** December 6, 2007

**Place:** 5SS Classroom

**Time:** 4:00 p.m.

**Attendance:** Jan Sumner PNP, Lauren Nelson FNP, Susie Kim NP, Becky Ames CNM, Sharon Reeves FNP, Carole Graham WHNP, Nancy Pillafant PNP, Victoria Faust CNS, Kathy Toto NP, Janet Cover NP, Judy Mitchell WHCNP, Dora Guerrero FNP

**Absent with Notice:**

**Absent:** Jo Howard NP, Sylvia Gardner WHNP, Diane Schull CNS, Cheryl Aldridge PNP

<b>Topic Discussed</b>	<b>Discussion/Conclusion</b>	<b>Action Items/ Responsibility</b>
Housewide list of APNs	Over the past month volunteers have attempted to complete the housewide midlevel contact list. Each volunteer submitted their portion of the list to Jan Sumner for completion.	Jan Sumner will compile each list and will distribute contact list once completed.

<b>Topic Discussed</b>	<b>Discussion/Conclusion</b>	<b>Action Items/ Responsibility</b>
APN of the Year Evaluation	<p>Discussed feedback from the APN reception. The APN of the year was awarded to JoAnn McWhorter. She will be recognized at the Employee banquet and will be featured in an upcoming issue of the Nurse's Lounge.</p> <p>Approximately 100 individuals attended the CEU presentation prior to the APN reception. It was suggested that next year, the APN reception not be conducted during NP week.</p>	
Location of Practice Guidelines	<p>The pharmacy is requesting a central location for practice guidelines to assist the pharmacist in determining who has the authority to write for Schedule II drugs for inpatient/ED administration. It has been suggested to place these on-line.</p> <p>The council suggested that Medical Staff Services obtain this information from each APN during the APN's recredentialing process.</p> <p>Everyone was reminded to write your supervising physicians name on your prescriptions.</p>	Jan Sumner will contact Kim in the Medical Staff Office regarding the placement of practice guidelines on the intranet.

<b>Topic Discussed</b>	<b>Discussion/Conclusion</b>	<b>Action Items/Responsibility</b>
Election of Officers	<p>Prior to the APN council meeting, Jan Sumner met with Dr. Crossley regarding the time commitment for serving as President for the APN council. Currently, Dr. Crossley has projected that the meetings that the President of the APN council needs to attend will take approximately 5% of a mid-levels time. There has been concern expressed that with productivity as a primary focus in the COPC's and OPC's, that council members from these areas will find it difficult to serve in this capacity. Dr. Crossley suggested generating a written contract stating the time commitment for the President and decreasing the productivity by 5%, if the President comes from one of the above areas.</p> <p>As of now, Jan Sumner will continue to serve as President. It was discussed that this position could possibly be held by two individuals in the future. The original structure of the council was for the prior years VP to serve as the incoming President. However, this years VP recently received a promotion and will be unable to serve as President.</p> <p>Carole Graham will serve as secretary for the upcoming year.</p>	Jan Sumner will contact Dr. Crossley to see if he would be available to discuss this issue at the next APN meeting.

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New Nursing Operations Council	<p>The Nursing Executive Council has now been re-structured and will be referred to as the Nursing Operations Council (NOC). Now, all nursing committees will report to the NOC. The committee will be composed of DONs, Nurse Practice Council Chair, APN Chair and the Nursing Peer Review Committee Chair. The President of the APN council will be a representative on the NOC. All members of the NOC will have voting privileges, which will now allow the APN council to have a more of a voice on decisions that impact nursing.</p>	
Available APN positions	<p><b>NP I</b> – Correctional Health, DeHaro WHC, HIV Services, Irving WHC, Maple Womens Health Clinic, Garland WHC, OB ICC, Oncology Clinic, Trauma Services, Psych ER, Ortho, Pain &amp; Plastic, Southeast WHC, Breast Imaging Center &amp; Geriatric House Calls</p> <p><b>NP II</b> – DeHaro WHC, Correctional Health, Psych ER, Trauma Services, Irving WHC, Hospitalist, HIV, Maple Women’s Health Clinic, OB ICC, Southeast Dallas WHC, Breast Imaging Center, Geriatric House Call &amp; Renal Transplant</p> <p><b>PNP/NNP</b> – Nursery</p> <p><b>CNS</b> – Psych ER</p>	

