
*** ADDENDUM ***

HACKETTSTOWN REGIONAL MEDICAL CENTER

Division of Nursing

Index: 8620.000

Addendum: #3b

Issue Date: May, 2005

TITLE: NURSING DIVISION COUNCILS GOVERNANCE STRUCTURE

A. Nurse Management Council

1. Facilitates excellence in patient care.
2. Provides for human fiscal and equipment resources
3. Foster System integration through interdisciplines collaboration.
4. Develops strategies in connection with the overall mission of HRMC.

Membership	Co Chairs	Agenda Formation	Frequency	Documentation
All nurse Managers Director of Nursing Administrative Coordinators Selected Staff Nurses Education Manager	2 Managers	Co-Chairs with Input	Last Wednesday of the Month	Co-Chair

B. Nurse Practice Committee

1. Develops, revises, implements and directs
 - a. clinical nursing standards
 - b. clinical nursing practice
 - c. nursing practice
2. Represents nurses as an intricate part of HRMC's interdisciplinary approach to patient care.
3. Establishes standards for the advancement of nursing practice
4. Develops and revises al Department of Nursing policies & procedures for final approach by the CNE.

Membership	Co Chairs	Agenda Formation	Frequency	Documentation of Minutes
Nurse Managers Staff Nurse representing each Unit JCAHO Coordinator	Staff Nurses elected by group	Co-chairs with Input	Second Tuesday of the month	Co-Chair

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C. Quality Council

1. Develops interdepartmental problem solving behaviors and data collection techniques on the council unit level.
2. Utilizes PDCA process to facilitate performance improvement and positive outcomes.
3. Evaluates performance outcome to meet or exceed the requirement of regulatory agencies.
4. Promotes nursing research and evidenced based practice with the intent of publishing significant findings to enhance the science and body of knowledge of our profession.
5. Reports quarterly to the hospital wide performance improvement committee.

Membership	Co Chairs	Agenda Formation	Frequency	Documentation of Minutes
Staff Nurse representing each Unit Director of Nursing	2 co-chairs	Co-chairs with Input	First Tuesday of the month	Co-Chair

D. Education Council

1. Identifies and provides for the educational programs of the Department of Nursing.
2. Supports nursing evidenced based practice and research by –providing information about resources and technical support.
3. Provides educational activities to support needs identified by other councils.
4. Assure that specific competencies are identified and provided for.
5. Recommends the acquisition of education resources

Membership	Co Chairs	Agenda Formation	Frequency	Documentation of Minutes
All Nursing Educators Staff Nurse representing each Unit 1 manager	1 Education 1 Staff	Co-chairs with Input	Fourth Tuesday of the month	Co-Chair

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E. Coordinating Council

1. Assembles goals of all councils and assimilates these into goals of the Department of Nursing.
2. Initiates and facilitates a formed level of dialogue for the sharing of information between councils.
3. Suggests and receives all proposed amendments to the by laws
4. Such proposed amendments shall be submitted to the voting body of the group in accordance with provisions for amendments in these by laws.
5. Acts as a resource to council representatives.

Membership

Co Chairs of each council
CNE

Chairperson

Elected from group

Agenda

Formation
Co-chairs with Input

Frequency

Monthly as assigned

Documentation

of Minutes
Co-Chair