

LMP Scope of Practice Committee Meeting Minutes

September 22, 2015

Attendees: Sonya Allen Smith, Christian Cheung, Ivory Evans, Dupriest Hill, Perry Kirkendoll, Lois Lee, Rebecca Miller, Earlene Person, Alice Robinson
Dorcas Walton

Guests: Floyd Marshall

| Topic | Action/Agreements/Decisions | Follow Up By |
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| Introductions. | <ul style="list-style-type: none"> Sonya was introduced and asked who was in the meeting. | |
| Agenda | <ul style="list-style-type: none"> Agenda was reviewed and accepted following discussion about communication for agenda topics. It has been the practice to have agenda planning at the end of each meeting and topics for next placed in the minutes. Ivory and Dorcas do meet one week prior to the meeting to finalize the agenda. The union members felt they need more prep time on agenda topics and would like to see the agenda a week before the meeting. In an effort to improve communication, the agenda will be sent to committee members one week before the meeting and additionally a reminder a day before the meeting. There was a need for clarification concerning the topic on the agenda about staff doing hearing screening. Ivory clarified that she was investigating a grievance that an UA was asked to do the hearing screening. The Manager has clarified that the RN and OB Tech do hearing screening. | |
| Review 7/28/15 Meeting Minutes | <ul style="list-style-type: none"> The 7/28/15 meeting minutes were reviewed and approved. | |
| Scope of Practice Education Web-Ex | <ul style="list-style-type: none"> LMP Leadership Council approved the two October Web-ex on Scope of Practice. They will be held on Oct 13th and 27th. A memo was sent to Medical Center Leadership that the educational sessions will occur. The invites thus far have been sent to the LMP Co-Chairs. There is some concern that the distribution list is not current. Dorcas will check with Gary Reynolds about its accuracy. There was much discussion as to the audience for the education sessions and making sure the information is there for the frontline staff and managers on all shifts. It was pointed out that the scope of practice algorithm is a good tool for this purpose. It was decided that a memo will be sent to the LMP Council Co-Chairs to also invite staff from UBT and bilingual and key managers. This committee will also receive an | <ul style="list-style-type: none"> Verified that the distribution list was outdated. It has been removed from the data base. DeAnna A. Hudson provided the current distribution list. Invitees were resent to the new list. Alice and Ivory will investigate the possibility of having LMP Co Chairs reporting education progress to this Committee. We will address goals (quantitative and qualitative) and measures of success at October meeting. Alice will investigate adding scope of practice as an item in NEO for labor. |

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| | <p>invite.</p> <ul style="list-style-type: none"> • There was concern as to what the LMP Co-Leads and other attendees would do with the information. The context setting and ending of the WebEx will encourage attendees to educate their committees and front line staff using the educational material. It will be reinforced by the presenters that they have a local resource in their DON-CP and this committee. The sessions will be recorded, attendance will be noted, and questions at the end of the sessions will be captured. • There was a lot of varied discussion concerning how we will measure success of the education sessions. We may want to consider a post survey monkey to receive feedback. There is a thought that this committee could ask for a quarterly check in from LMP Co Chairs as to how many staff were educated in scope of practice. We haven't identified goals other than our committee objectives and the goal for this year to have a scope of practice education session. • It was suggested that Scope of Practice could be added to NEO Labor portion of NEO. • We should have a standing item on our agendas that addresses "how are we reaching the frontline" . | |
| <p>Medical Social Worker Concerns Special Needs</p> | <ul style="list-style-type: none"> • Floyd was able to attend the meeting to review the MSW concerns about Special Needs Program. He stated that Medicare and Medi-cal mandated an assessment and plan of care for members with special needs. It was agreed that the MSW can do such assessments but they cannot answer questions related to clinical issues such as BP and or medications. There is an algorithm for the program for staff to follow which directs areas that our more clinical to have the patient be referred to the RN. There was a suggestion to send out a memo to all facilities that when there is a scope of practice response to a concern. In this situation it was only from one facility. The DON-CP at Oakland, Sue Moffitt, where this concern arose has addressed it. • Kim Krause notified us that she is no longer on the Committee. Floyd reported that Aretha Hampton is the new representative. | |

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| Communication from Sept 22 nd meeting | <ul style="list-style-type: none"> • Let staff know about the upcoming presentation and that the LMP SOP presentation will be shared after the WebEx. • (We weren't able to have a complete discussion on this matter.) | |
| Next Meeting and Tentative Agenda | <p>Topics for October 27th Agenda:</p> <ul style="list-style-type: none"> • Measure of success, goals, next steps • Standing Agenda Item: How are we reaching the frontline staff with scope of practice concerns. • Send any additional suggestions for October Meeting agenda topics to Ivory Evans since we ran out of meeting time and we weren't able to have a complete discussion on this matter. • October 27, 2015 9-11 am 19th floor, 19th Large conference room; 1950 Franklin St <p>Future Topics:</p> | |