SUBMITTED 11.23.2020

STAFFING COMMITTEE SUMMARY REPORT

Hospital Name: Spring Valley Hospital Medical Center

Address: 5400 S Rainbow Blvd

City: Las Vegas **State:** NV **Zip Code:** 89118

Telephone with Area Code: 702-853-3000

Staffing Committee Established: Yes No

Committee Composition: The Spring Valley Hospital Staffing Committ is comprised of half elected employed staff and half administration
Elected staff consists of 1 Registered Nurse (RN) and 1 Certified Nursing Assistant (C.N.A) from each hospital unit.
In units which do not employ C.N.A's a tech level employee will be substituted

Committee Meeting Frequency: The committee meets at least quarterly, usually on the 3rd Monday of the month.

Committee Activities: **Staffing Plan Review:** Pursuant to NRS449.2421 Section 1 Subsection (a) all members of the SVH Staffing Committee were provided copies of the staffing committee policy, Members were given the opportunity to raise objections and/or provide feedback regarding the contents. All members completed an attestation in our Learning Management Sysytem (LMS). Any objections to the policy were also documented.

Patient Load: The committee reviews, tracks, and trends any assignment Despite Objection (ADO).

- *Quarter 1* - 1 ADO form was filed (staff shortage due to sick calls - was able to have Clinical Supervisor assist with care)
- *Quarter 2* - 0 ADO forms were filed
- *Quarter 3* - 6 ADO forms were filed, and all related to the same shift. (Due to sick call of Clinical Supervisor)
- *Quarter 4* - 0 ADO forms have been filed thus far

Elections: Nurse staffing committee staff replacements were reviewed and approved during the 4th Quarter 2019

COVID: Staffing ratios have been increased whenever possible for units taking care of COVID positive and PUI patients

Method to Improve Patient Safety issues raised by Staffing committee members:

Need to not congregate beds and wheelchairs at elevator entrance
Cath Lab staff noted they were not part of the staffing plan
OR staff concerned with limited parking and they are parking far from building and having to walk to car late at night

Committee Efficacy:

Patient Load:

SVH hired one full time Rapid Response Nurse to supplement staffing in the ICU during times of acuity in the hospital
Critical Staffing Incentive offered during COVID surges to incentivize staff to augment staffing ratios

Methods of Improving Patient Care:

Door alarms ordered for 4th floor to protect Behavioral Health and Confused patients
Cath Lab staff were added to the staffing plan and members elected
OR staff can contact security if they feel unsafe walking to car late at night
Congregated beds were relocated to remove congestion at elevator bay

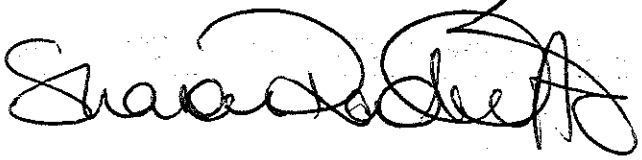
SUBMITTED 11.23.2020
STAFFING COMMITTEE SUMMARY REPORT

Signature of Responsible Party:

Julieth Pena - 4th Floor C.N.A

Julieth Pena

Sharon Radcliffe, CNO



Checklist Task Analysis Report

Acute Spring Valley Hospital Medical Center

Attestation

Course: SVH 2020 Staffing Committee Attestation Version: 3
Checklist Owner: 337-Acute Spring Valley Hospital Medical Center
Completion Date Range: 11/24/2019 through 11/23/2020
Completion Mode: Pass Required
Completed by: Employee

Dat

Reporting On

Total Unique Students:	**36**	Total Tasks:	**3**	Total Checklist Atte

Checklist Tasks:

	Task Description	Yes
1.	**As a member of the Spring Valley Staffing Committee, I have been provided with a copy of the Nurse Staffing Committee Policy.**	**36** (100.00%)
2.	**I have reviewed my department's staffing plan, and have had the opportunity to reached out to my Director/Manager with any questions regarding how my Department is staffed.**	**36** (100.00%)
3.	**Any objections to my department's staffing plan or policy has been entered in the "Comment Section" below. (If you have no objections, please indicate "N/A" in the "Comment Section".)**	**36** (100.00%)

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Assignment Completion Report - Schedulable

Report Generated: Nov 23, 2020, 11:36 am ET

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Showing top 30 of 30 records.
Please export to Excel or CSV to view all data

Acute Spring Valley Hospital Medical Center

Due Date Range: Jan 1, 2020 through Dec 31, 2020

Data as of: Nov 23, 2020, 1:00 am ET

Report Generated: Nov 23, 2020, 11:36 am ET

Note: Report Totals is calculated based on all 30 records

REPORT TOTALS

GRAND TOTAL	Total Completions	30	Completed On Time	29	96.67%
	Total Assignments	30	Completed Late	1	3.33%
	Percent Complete	100.00%	Completed Failed	0	0.00%
			Not Yet Due	0	0.00%
			Past Due	0	0.00%
			Delinquent	0	0.00%
			Total Assignments	30	100.00%
			Exempt	0	

Showing 30 of 30 records

DEPARTMENT: 337:18310-906 EMERGENCY DEPARTMENT

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:18310-906 EMERGENCY DEPARTMENT	SCOTT, KEVIN G	Kevin.Scott@uhsinc.com	DESSORMEAU, LEWIS	125483	SVH 2020 Staffing Committee Attestation	02/29/2020	01/25/2020	Completed On-time
337:18310-906 EMERGENCY DEPARTMENT	SCOTT, KEVIN G	Kevin.Scott@uhsinc.com	OWENS, MONISHA	68571	SVH 2020 Staffing Committee Attestation	02/29/2020	02/17/2020	Completed On-time
337:18310-906 EMERGENCY DEPARTMENT	SCOTT, KEVIN G	Kevin.Scott@uhsinc.com	WATSON, DALE	93452	SVH 2020 Staffing Committee Attestation	02/29/2020	01/28/2020	Completed On-time

Department Summary	Total Completions	3	Completed On Time	3	100.00%
	Total Assignments	3	Completed Late	0	0.00%
	Percent Complete	100.00%	Completed Failed	0	0.00%
			Not Yet Due	0	0.00%
			Past Due	0	0.00%
			Delinquent	0	0.00%

	Total Assignments	3	100.00%
	Exempt	0	

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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Acute Spring Valley Hospital Medical Center

Due Date Range: Jan 1, 2020 through Dec 31, 2020

Data as of: Nov 23, 2020, 1:00 am ET

Report Generated: Nov 23, 2020, 11:36 am ET

DEPARTMENT: 337:6101-ICU

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6101-ICU	SALVANERA, MARIA	Maria.Salvanera@uhsinc.com	AGBUYA, CAMILLE D	261533	SVH 2020 Staffing Committee Attestation	02/29/2020	02/24/2020	Completed On-time
337:6101-ICU	SALVANERA, MARIA	Maria.Salvanera@uhsinc.com	COLLER, WHYTNY A	237277	SVH 2020 Staffing Committee Attestation	02/29/2020	01/29/2020	Completed On-time
337:6101-ICU	SALVANERA, MARIA	Maria.Salvanera@uhsinc.com	MCMULLEN, KIMBERLY M	353986	SVH 2020 Staffing Committee Attestation	02/29/2020	02/28/2020	Completed On-time

Department Summary	**Total Completions**	**3**	**Completed On Time**	**3**	**100.00%**
	Total Assignments	**3**	**Completed Late**	**0**	**0.00%**
	Percent Complete	**100.00%**	**Completed Failed**	**0**	**0.00%**
			Not Yet Due	**0**	**0.00%**
			Past Due	**0**	**0.00%**
			Delinquent	**0**	**0.00%**
			Total Assignments	**3**	**100.00%**
			Exempt	**0**	

LEGEND: = Course

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DEPARTMENT: 337:6103-NICU LEVEL 2

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6103-NICU LEVEL 2	ELLIOTT, MERI S	Meri.Elliott@uhsinc.com	GOUDEAU, THERESA	185536	SVH 2020 Staffing Committee Attestation	02/29/2020	02/07/2020	Completed On-time
337:6103-NICU LEVEL 2	ELLIOTT, MERI S	Meri.Elliott@uhsinc.com	GOUDEAU, THERESA	185536	SVH 2020 Staffing Committee Attestation	03/08/2020	02/07/2020	Completed On-time

Department Summary					
Total Completions	2	Completed On Time	2	100.00%	
Total Assignments	2	Completed Late	0	0.00%	
Percent Complete	100.00%	Completed Failed	0	0.00%	
		Not Yet Due	0	0.00%	
		Past Due	0	0.00%	
		Delinquent	0	0.00%	
		Total Assignments	2	100.00%	
		Exempt	0		

LEGEND: = Course

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DEPARTMENT: 337:6121-IMC

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6121-IMC	QUINN, AMBER L	Amber.Quinn @uhsinc.com	GORDON, STEPHANIE A	285138	SVH 2020 Staffing Committee Attestation	02/29/2020	02/10/2020	Completed On-time
337:6121-IMC	QUINN, AMBER L	Amber.Quinn @uhsinc.com	INES, REYNOLD L	285941	SVH 2020 Staffing Committee Attestation	02/29/2020	01/25/2020	Completed On-time
337:6121-IMC	QUINN, AMBER L	Amber.Quinn @uhsinc.com	SHABAZZ, ELIZABETH S	365159	SVH 2020 Staffing Committee Attestation	02/29/2020	01/28/2020	Completed On-time

Department Summary				
Total Completions	3	Completed On Time	3	100.00%
Total Assignments	3	Completed Late	0	0.00%
Percent Complete	100.00%	Completed Failed	0	0.00%
		Not Yet Due	0	0.00%
		Past Due	0	0.00%
		Delinquent	0	0.00%
		Total Assignments	3	100.00%
		Exempt	0	

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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DEPARTMENT: 337:6199-4 NORTH

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6199-4 NORTH	EASTERLING, GLADYS J	Gladys.Easterling@uhsinc.com	PERRY, NINA P	382829	SVH 2020 Staffing Committee Attestation	02/29/2020	01/30/2020	Completed On-time
337:6199-4 NORTH	FAULKNER, JULIE M	Julie.Faulkner@uhsinc.com	BERMUDEZ, YURI J	287166	SVH 2020 Staffing Committee Attestation	02/29/2020	02/27/2020	Completed On-time

Department Summary					
Total Completions	2	Completed On Time	2	100.00%	
Total Assignments	2	Completed Late	0	0.00%	
Percent Complete	100.00%	Completed Failed	0	0.00%	
		Not Yet Due	0	0.00%	
		Past Due	0	0.00%	
		Delinquent	0	0.00%	
		Total Assignments	2	100.00%	
		Exempt	0		

LEGEND: = Course

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DEPARTMENT: 337:6200-2 WEST

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6200-2 WEST	GUEVARA, VIVIAN L	Vivian.Guevara@uhsinc.com	BERROYA, JOSHUA	331776	SVH 2020 Staffing Committee Attestation	02/29/2020	03/05/2020	Completed Late
337:6200-2 WEST	GUEVARA, VIVIAN L	Vivian.Guevara@uhsinc.com	WILKINSON, RACHEL E	313316	SVH 2020 Staffing Committee Attestation	02/29/2020	02/01/2020	Completed On-time
337:6200-2 WEST	GUEVARA, VIVIAN L	Vivian.Guevara@uhsinc.com	WISNIEWSKI, ARTUR	210633	SVH 2020 Staffing Committee Attestation	02/29/2020	01/25/2020	Completed On-time

Department Summary				
Total Completions	3	Completed On Time	2	66.67%
Total Assignments	3	Completed Late	1	33.33%
Percent Complete	100.00%	Completed Failed	0	0.00%
		Not Yet Due	0	0.00%
		Past Due	0	0.00%
		Delinquent	0	0.00%
		Total Assignments	3	100.00%
		Exempt	0	

LEGEND: = Course

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DEPARTMENT: 337:6201-SURGICAL ORTHO

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6201-SURGICAL ORTHO	CLANCY, PAMELA	Pamela.Clancy@uhsinc.com	MCCULLY, CINDA A	169383	SVH 2020 Staffing Committee Attestation	02/29/2020	01/31/2020	Completed On-time

Department Summary	**Total Completions**	1	**Completed On Time**	1	100.00%
	Total Assignments	1	**Completed Late**	0	0.00%
	Percent Complete	100.00%	**Completed Failed**	0	0.00%
			Not Yet Due	0	0.00%
			Past Due	0	0.00%
			Delinquent	0	0.00%
			Total Assignments	1	100.00%
			Exempt	0	

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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DEPARTMENT: 337:6202-4 WEST

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6202-4 WEST	FAULKNER, JULIE M	Julie.Faulkner@uhsinc.com	WASHBURN, LENA K	346891	SVH 2020 Staffing Committee Attestation	02/29/2020	01/30/2020	Completed On-time

Department Summary	**Total Completions**	**1**	**Completed On Time**	**1**	**100.00%**
	Total Assignments	**1**	**Completed Late**	**0**	**0.00%**
	Percent Complete	**100.00%**	**Completed Failed**	**0**	**0.00%**
			Not Yet Due	**0**	**0.00%**
			Past Due	**0**	**0.00%**
			Delinquent	**0**	**0.00%**
			Total Assignments	**1**	**100.00%**
			Exempt	**0**	

LEGEND: = Course

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DEPARTMENT: 337:6204-3 NORTH

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6204-3 NORTH	GUEVARA, VIVIAN L	Vivian.Guevara@uhsinc.com	MITCHELL, ROBERT L	326749	SVH 2020 Staffing Committee Attestation	02/29/2020	02/16/2020	Completed On-time

Department Summary					
Total Completions	1	Completed On Time	1	100.00%	
Total Assignments	1	Completed Late	0	0.00%	
Percent Complete	100.00%	Completed Failed	0	0.00%	
		Not Yet Due	0	0.00%	
		Past Due	0	0.00%	
		Delinquent	0	0.00%	
		Total Assignments	1	100.00%	
		Exempt	0		

LEGEND: = Course

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DEPARTMENT: 337:6206-REHAB UNIT

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6206-REHAB UNIT	CONNELL, CARLA	carla.connell@uhsinc.com	GAPASIN, ROWENA G	210399	SVH 2020 Staffing Committee Attestation	02/29/2020	01/30/2020	Completed On-time
337:6206-REHAB UNIT	CONNELL, CARLA	carla.connell@uhsinc.com	MUTUC, ELIZABETH F	211021	SVH 2020 Staffing Committee Attestation	02/29/2020	02/17/2020	Completed On-time

Department Summary					
Total Completions	2	Completed On Time	2	100.00%	
Total Assignments	2	Completed Late	0	0.00%	
Percent Complete	100.00%	Completed Failed	0	0.00%	
		Not Yet Due	0	0.00%	
		Past Due	0	0.00%	
		Delinquent	0	0.00%	
		Total Assignments	2	100.00%	
		Exempt	0		

LEGEND: = Course

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DEPARTMENT: 337:6211-NICU3

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6211-NICU3	ELLIOTT, MERI S	Meri.Elliott@uhsinc.com	JOHNSON, NICOLE	195005	SVH 2020 Staffing Committee Attestation	02/29/2020	01/27/2020	Completed On-time

Department Summary	Total Completions	1	Completed On Time	1	100.00%
	Total Assignments	1	Completed Late	0	0.00%
	Percent Complete	100.00%	Completed Failed	0	0.00%
			Not Yet Due	0	0.00%
			Past Due	0	0.00%
			Delinquent	0	0.00%
			Total Assignments	1	100.00%
			Exempt	0	

LEGEND: = Course

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DEPARTMENT: 337:8310-EMER ROOM

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:8310-EMER ROOM	SCOTT, KEVIN G	Kevin.Scott@uhsinc.com	MADSEN, NICOLE M	226870	SVH 2020 Staffing Committee Attestation	02/29/2020	02/18/2020	Completed On-time

Department Summary	**Total Completions**	1	**Completed On Time**	1	100.00%
	Total Assignments	1	**Completed Late**	0	0.00%
	Percent Complete	100.00%	**Completed Failed**	0	0.00%
			Not Yet Due	0	0.00%
			Past Due	0	0.00%
			Delinquent	0	0.00%
			Total Assignments	1	100.00%
			Exempt	0	

LEGEND: = Course

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DEPARTMENT: 337:8316-LEGAL PSYCH HOLDS

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:8316-LEGAL PSYCH HOLDS	SCOTT, KEVIN G	Kevin.Scott@uhsinc.com	GARCIA, JOANNA GRACE	275222	SVH 2020 Staffing Committee Attestation	02/29/2020	01/24/2020	Completed On-time

Department Summary	**Total Completions**	1	**Completed On Time**	1	100.00%
	Total Assignments	1	**Completed Late**	0	0.00%
	Percent Complete	100.00%	**Completed Failed**	0	0.00%
			Not Yet Due	0	0.00%
			Past Due	0	0.00%
			Delinquent	0	0.00%
			Total Assignments	1	100.00%
			Exempt	0	

LEGEND: = Course

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DEPARTMENT: 337:8670-LABOR/DELIVERY

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:8670-LABOR/DELIVERY	WIGGINS, JILL	Jill.Wiggins@uhsinc.com	ADRAHTAS, CYNTHIA L	170627	SVH 2020 Staffing Committee Attestation	02/29/2020	01/25/2020	Completed On-time
337:8670-LABOR/DELIVERY	WIGGINS, JILL	Jill.Wiggins@uhsinc.com	FAULKNER, MICHELE	49676	SVH 2020 Staffing Committee Attestation	02/29/2020	02/03/2020	Completed On-time
337:8670-LABOR/DELIVERY	WIGGINS, JILL	Jill.Wiggins@uhsinc.com	WUEBBENHORST, ROBIN R	135733	SVH 2020 Staffing Committee Attestation	02/29/2020	02/04/2020	Completed On-time

Department Summary					
Total Completions	3	Completed On Time	3	100.00%
Total Assignments	3	Completed Late	0	0.00%
Percent Complete	100.00%	Completed Failed	0	0.00%
		Not Yet Due	0	0.00%
		Past Due	0	0.00%
		Delinquent	0	0.00%
		Total Assignments	3	100.00%
		Exempt	0	

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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Acute Spring Valley Hospital Medical Center

Due Date Range: Jan 1, 2020 through Dec 31, 2020

Data as of: Nov 23, 2020, 1:00 am ET

Report Generated: Nov 23, 2020, 11:36 am ET

DEPARTMENT: 337:8672-SURGERY

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:8672-SURGERY	MULQUEEN, BRIDGET	Bridget.Mulqueen@uhsinc.com	AVILES, SHARON	55062	SVH 2020 Staffing Committee Attestation	02/29/2020	01/23/2020	Completed On-time
337:8672-SURGERY	MULQUEEN, BRIDGET	Bridget.Mulqueen@uhsinc.com	ROJAS, JUAN A	228169	SVH 2020 Staffing Committee Attestation	02/29/2020	01/23/2020	Completed On-time
337:8672-SURGERY	MULQUEEN, BRIDGET	Bridget.Mulqueen@uhsinc.com	WINCHELL, ROBERT	113081	SVH 2020 Staffing Committee Attestation	02/29/2020	02/26/2020	Completed On-time

Department Summary					
Total Completions	3	Completed On Time	3	100.00%	
Total Assignments	3	Completed Late	0	0.00%	
Percent Complete	100.00%	Completed Failed	0	0.00%	
		Not Yet Due	0	0.00%	
		Past Due	0	0.00%	
		Delinquent	0	0.00%	
		Total Assignments	3	100.00%	
		Exempt	0		

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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Checklist Task Analysis Report

Acute Spring Valley Hospital Medical Center

Attestation

Course: SVH 2020 Staffing Committee Attestation Version: 3
Checklist Owner: 337-Acute Spring Valley Hospital Medical Center
Completion Date Range: 11/24/2019 through 11/23/2020
Completion Mode: Pass Required
Completed by: Employee

Dat

Reporting On

Total Unique Students:	**36**	Total Tasks:	**3**	Total Checklist Atte

Checklist Tasks:

	Task Description	Yes
1.	**As a member of the Spring Valley Staffing Committee, I have been provided with a copy of the Nurse Staffing Committee Policy.**	**36** (100.00%)
2.	**I have reviewed my department's staffing plan, and have had the opportunity to reached out to my Director/Manager with any questions regarding how my Department is staffed.**	**36** (100.00%)
3.	**Any objections to my department's staffing plan or policy has been entered in the "Comment Section" below. (If you have no objections, please indicate "N/A" in the "Comment Section".)**	**36** (100.00%)

RETURN TO TOP

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AO:50920

Assignment Completion Report - Schedulable

Report Generated: Nov 23, 2020, 11:36 am ET

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Showing top 30 of 30 records.
Please export to Excel or CSV to view all data

Acute Spring Valley Hospital Medical Center

Due Date Range: Jan 1, 2020 through Dec 31, 2020

Data as of: Nov 23, 2020, 1:00 am ET

Report Generated: Nov 23, 2020, 11:36 am ET

Note: Report Totals is calculated based on all 30 records

REPORT TOTALS

GRAND TOTAL	Total Completions	30	Completed On Time	29	96.67%
	Total Assignments	30	Completed Late	1	3.33%
	Percent Complete	100.00%	Completed Failed	0	0.00%
			Not Yet Due	0	0.00%
			Past Due	0	0.00%
			Delinquent	0	0.00%
			Total Assignments	30	100.00%
			Exempt	0	

Showing 30 of 30 records

DEPARTMENT: 337:18310-906 EMERGENCY DEPARTMENT

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:18310-906 EMERGENCY DEPARTMENT	SCOTT, KEVIN G	Kevin.Scott@uhsinc.com	DESSORMEAU, LEWIS	125483	SVH 2020 Staffing Committee Attestation	02/29/2020	01/25/2020	Completed On-time
337:18310-906 EMERGENCY DEPARTMENT	SCOTT, KEVIN G	Kevin.Scott@uhsinc.com	OWENS, MONISHA	68571	SVH 2020 Staffing Committee Attestation	02/29/2020	02/17/2020	Completed On-time
337:18310-906 EMERGENCY DEPARTMENT	SCOTT, KEVIN G	Kevin.Scott@uhsinc.com	WATSON, DALE	93452	SVH 2020 Staffing Committee Attestation	02/29/2020	01/28/2020	Completed On-time

Department Summary	Total Completions	3	Completed On Time	3	100.00%
	Total Assignments	3	Completed Late	0	0.00%
	Percent Complete	100.00%	Completed Failed	0	0.00%
			Not Yet Due	0	0.00%
			Past Due	0	0.00%
			Delinquent	0	0.00%

	Total Assignments	3	100.00%
	Exempt	0	

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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Acute Spring Valley Hospital Medical Center

Due Date Range: Jan 1, 2020 through Dec 31, 2020

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Report Generated: Nov 23, 2020, 11:36 am ET

DEPARTMENT: 337:6101-ICU

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6101-ICU	SALVANERA, MARIA	Maria.Salvanera@uhsinc.com	AGBUYA, CAMILLE D	261533	SVH 2020 Staffing Committee Attestation	02/29/2020	02/24/2020	Completed On-time
337:6101-ICU	SALVANERA, MARIA	Maria.Salvanera@uhsinc.com	COLLER, WHYTNY A	237277	SVH 2020 Staffing Committee Attestation	02/29/2020	01/29/2020	Completed On-time
337:6101-ICU	SALVANERA, MARIA	Maria.Salvanera@uhsinc.com	MCMULLEN, KIMBERLY M	353986	SVH 2020 Staffing Committee Attestation	02/29/2020	02/28/2020	Completed On-time

Department Summary	**Total Completions**	**3**	**Completed On Time**	**3**	**100.00%**
	Total Assignments	**3**	**Completed Late**	**0**	**0.00%**
	Percent Complete	**100.00%**	**Completed Failed**	**0**	**0.00%**
			Not Yet Due	**0**	**0.00%**
			Past Due	**0**	**0.00%**
			Delinquent	**0**	**0.00%**
			Total Assignments	**3**	**100.00%**
			Exempt	**0**	

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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Acute Spring Valley Hospital Medical Center

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DEPARTMENT: 337:6103-NICU LEVEL 2

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6103-NICU LEVEL 2	ELLIOTT, MERI S	Meri.Elliott@uhsinc.com	GOUDEAU, THERESA	185536	SVH 2020 Staffing Committee Attestation	02/29/2020	02/07/2020	Completed On-time
337:6103-NICU LEVEL 2	ELLIOTT, MERI S	Meri.Elliott@uhsinc.com	GOUDEAU, THERESA	185536	SVH 2020 Staffing Committee Attestation	03/08/2020	02/07/2020	Completed On-time

Department Summary					
Total Completions	2	Completed On Time	2	100.00%	
Total Assignments	2	Completed Late	0	0.00%	
Percent Complete	100.00%	Completed Failed	0	0.00%	
		Not Yet Due	0	0.00%	
		Past Due	0	0.00%	
		Delinquent	0	0.00%	
		Total Assignments	2	100.00%	
		Exempt	0		

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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Due Date Range: Jan 1, 2020 through Dec 31, 2020

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DEPARTMENT: 337:6121-IMC

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6121-IMC	QUINN, AMBER L	Amber.Quinn @uhsinc.com	GORDON, STEPHANIE A	285138	SVH 2020 Staffing Committee Attestation	02/29/2020	02/10/2020	Completed On-time
337:6121-IMC	QUINN, AMBER L	Amber.Quinn @uhsinc.com	INES, REYNOLD L	285941	SVH 2020 Staffing Committee Attestation	02/29/2020	01/25/2020	Completed On-time
337:6121-IMC	QUINN, AMBER L	Amber.Quinn @uhsinc.com	SHABAZZ, ELIZABETH S	365159	SVH 2020 Staffing Committee Attestation	02/29/2020	01/28/2020	Completed On-time

Department Summary				
Total Completions	3	Completed On Time	3	100.00%
Total Assignments	3	Completed Late	0	0.00%
Percent Complete	100.00%	Completed Failed	0	0.00%
		Not Yet Due	0	0.00%
		Past Due	0	0.00%
		Delinquent	0	0.00%
		Total Assignments	3	100.00%
		Exempt	0	

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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Acute Spring Valley Hospital Medical Center

Due Date Range: Jan 1, 2020 through Dec 31, 2020

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DEPARTMENT: 337:6199-4 NORTH

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6199-4 NORTH	EASTERLING, GLADYS J	Gladys.Easterling@uhsinc.com	PERRY, NINA P	382829	SVH 2020 Staffing Committee Attestation	02/29/2020	01/30/2020	Completed On-time
337:6199-4 NORTH	FAULKNER, JULIE M	Julie.Faulkner@uhsinc.com	BERMUDEZ, YURI J	287166	SVH 2020 Staffing Committee Attestation	02/29/2020	02/27/2020	Completed On-time

Department Summary					
Total Completions	2	Completed On Time	2	100.00%	
Total Assignments	2	Completed Late	0	0.00%	
Percent Complete	100.00%	Completed Failed	0	0.00%	
		Not Yet Due	0	0.00%	
		Past Due	0	0.00%	
		Delinquent	0	0.00%	
		Total Assignments	2	100.00%	
		Exempt	0		

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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Acute Spring Valley Hospital Medical Center

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DEPARTMENT: 337:6200-2 WEST

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6200-2 WEST	GUEVARA, VIVIAN L	Vivian.Guevara@uhsinc.com	BERROYA, JOSHUA	331776	SVH 2020 Staffing Committee Attestation	02/29/2020	03/05/2020	Completed Late
337:6200-2 WEST	GUEVARA, VIVIAN L	Vivian.Guevara@uhsinc.com	WILKINSON, RACHEL E	313316	SVH 2020 Staffing Committee Attestation	02/29/2020	02/01/2020	Completed On-time
337:6200-2 WEST	GUEVARA, VIVIAN L	Vivian.Guevara@uhsinc.com	WISNIEWSKI, ARTUR	210633	SVH 2020 Staffing Committee Attestation	02/29/2020	01/25/2020	Completed On-time

Department Summary				
Total Completions	3	Completed On Time	2	66.67%
Total Assignments	3	Completed Late	1	33.33%
Percent Complete	100.00%	Completed Failed	0	0.00%
		Not Yet Due	0	0.00%
		Past Due	0	0.00%
		Delinquent	0	0.00%
		Total Assignments	3	100.00%
		Exempt	0	

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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DEPARTMENT: 337:6201-SURGICAL ORTHO

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6201-SURGICAL ORTHO	CLANCY, PAMELA	Pamela.Clancy@uhsinc.com	MCCULLY, CINDA A	169383	SVH 2020 Staffing Committee Attestation	02/29/2020	01/31/2020	Completed On-time

Department Summary	**Total Completions**	1	**Completed On Time**	1	100.00%
	Total Assignments	1	**Completed Late**	0	0.00%
	Percent Complete	100.00%	**Completed Failed**	0	0.00%
			Not Yet Due	0	0.00%
			Past Due	0	0.00%
			Delinquent	0	0.00%
			Total Assignments	1	100.00%
			Exempt	0	

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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Acute Spring Valley Hospital Medical Center

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DEPARTMENT: 337:6202-4 WEST

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6202-4 WEST	FAULKNER, JULIE M	Julie.Faulkner@uhsinc.com	WASHBURN, LENA K	346891	SVH 2020 Staffing Committee Attestation	02/29/2020	01/30/2020	Completed On-time

Department Summary	**Total Completions**	**1**	**Completed On Time**	**1**	**100.00%**
	Total Assignments	**1**	**Completed Late**	**0**	**0.00%**
	Percent Complete	**100.00%**	**Completed Failed**	**0**	**0.00%**
			Not Yet Due	**0**	**0.00%**
			Past Due	**0**	**0.00%**
			Delinquent	**0**	**0.00%**
			Total Assignments	**1**	**100.00%**
			Exempt	**0**	

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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Acute Spring Valley Hospital Medical Center

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DEPARTMENT: 337:6204-3 NORTH

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6204-3 NORTH	GUEVARA, VIVIAN L	Vivian.Guevara@uhsinc.com	MITCHELL, ROBERT L	326749	SVH 2020 Staffing Committee Attestation	02/29/2020	02/16/2020	Completed On-time

Department Summary					
Total Completions	1	Completed On Time	1	100.00%	
Total Assignments	1	Completed Late	0	0.00%	
Percent Complete	100.00%	Completed Failed	0	0.00%	
		Not Yet Due	0	0.00%	
		Past Due	0	0.00%	
		Delinquent	0	0.00%	
		Total Assignments	1	100.00%	
		Exempt	0		

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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Acute Spring Valley Hospital Medical Center

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DEPARTMENT: 337:6206-REHAB UNIT

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6206-REHAB UNIT	CONNELL, CARLA	carla.connell@uhsinc.com	GAPASIN, ROWENA G	210399	SVH 2020 Staffing Committee Attestation	02/29/2020	01/30/2020	Completed On-time
337:6206-REHAB UNIT	CONNELL, CARLA	carla.connell@uhsinc.com	MUTUC, ELIZABETH F	211021	SVH 2020 Staffing Committee Attestation	02/29/2020	02/17/2020	Completed On-time

Department Summary					
Total Completions	2	Completed On Time	2	100.00%	
Total Assignments	2	Completed Late	0	0.00%	
Percent Complete	100.00%	Completed Failed	0	0.00%	
		Not Yet Due	0	0.00%	
		Past Due	0	0.00%	
		Delinquent	0	0.00%	
		Total Assignments	2	100.00%	
		Exempt	0		

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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Acute Spring Valley Hospital Medical Center

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DEPARTMENT: 337:6211-NICU3

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:6211-NICU3	ELLIOTT, MERI S	Meri.Elliott@uhsinc.com	JOHNSON, NICOLE	195005	SVH 2020 Staffing Committee Attestation	02/29/2020	01/27/2020	Completed On-time

Department Summary	Total Completions	1	Completed On Time	1	100.00%
	Total Assignments	1	Completed Late	0	0.00%
	Percent Complete	100.00%	Completed Failed	0	0.00%
			Not Yet Due	0	0.00%
			Past Due	0	0.00%
			Delinquent	0	0.00%
			Total Assignments	1	100.00%
			Exempt	0	

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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Acute Spring Valley Hospital Medical Center

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DEPARTMENT: 337:8310-EMER ROOM

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:8310-EMER ROOM	SCOTT, KEVIN G	Kevin.Scott@uhsinc.com	MADSEN, NICOLE M	226870	SVH 2020 Staffing Committee Attestation	02/29/2020	02/18/2020	Completed On-time

Department Summary	**Total Completions**	1	**Completed On Time**	1	100.00%
	Total Assignments	1	**Completed Late**	0	0.00%
	Percent Complete	100.00%	**Completed Failed**	0	0.00%
			Not Yet Due	0	0.00%
			Past Due	0	0.00%
			Delinquent	0	0.00%
			Total Assignments	1	100.00%
			Exempt	0	

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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DEPARTMENT: 337:8316-LEGAL PSYCH HOLDS

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:8316-LEGAL PSYCH HOLDS	SCOTT, KEVIN G	Kevin.Scott@uhsinc.com	GARCIA, JOANNA GRACE	275222	SVH 2020 Staffing Committee Attestation	02/29/2020	01/24/2020	Completed On-time

Department Summary	**Total Completions**	1	**Completed On Time**	1	100.00%
	Total Assignments	1	**Completed Late**	0	0.00%
	Percent Complete	100.00%	**Completed Failed**	0	0.00%
			Not Yet Due	0	0.00%
			Past Due	0	0.00%
			Delinquent	0	0.00%
			Total Assignments	1	100.00%
			Exempt	0	

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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Report Generated: Nov 23, 2020, 11:36 am ET

DEPARTMENT: 337:8670-LABOR/DELIVERY

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:8670-LABOR/DELIVERY	WIGGINS, JILL	Jill.Wiggins@uhsinc.com	ADRAHTAS, CYNTHIA L	170627	SVH 2020 Staffing Committee Attestation	02/29/2020	01/25/2020	Completed On-time
337:8670-LABOR/DELIVERY	WIGGINS, JILL	Jill.Wiggins@uhsinc.com	FAULKNER, MICHELE	49676	SVH 2020 Staffing Committee Attestation	02/29/2020	02/03/2020	Completed On-time
337:8670-LABOR/DELIVERY	WIGGINS, JILL	Jill.Wiggins@uhsinc.com	WUEBBENHORST, ROBIN R	135733	SVH 2020 Staffing Committee Attestation	02/29/2020	02/04/2020	Completed On-time

Department Summary					
Total Completions	3	Completed On Time	3	100.00%
Total Assignments	3	Completed Late	0	0.00%
Percent Complete	100.00%	Completed Failed	0	0.00%
		Not Yet Due	0	0.00%
		Past Due	0	0.00%
		Delinquent	0	0.00%
		Total Assignments	3	100.00%
		Exempt	0	

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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Report Generated: Nov 23, 2020, 11:36 am ET

DEPARTMENT: 337:8672-SURGERY

DEPARTMENT	MANAGER	MANAGER EMAIL	STUDENT	USER ID	ITEM	DUE DATE	COMPLETION DATE	COMPLETION STATUS
337:8672-SURGERY	MULQUEEN, BRIDGET	Bridget.Mulqueen@uhsinc.com	AVILES, SHARON	55062	SVH 2020 Staffing Committee Attestation	02/29/2020	01/23/2020	Completed On-time
337:8672-SURGERY	MULQUEEN, BRIDGET	Bridget.Mulqueen@uhsinc.com	ROJAS, JUAN A	228169	SVH 2020 Staffing Committee Attestation	02/29/2020	01/23/2020	Completed On-time
337:8672-SURGERY	MULQUEEN, BRIDGET	Bridget.Mulqueen@uhsinc.com	WINCHELL, ROBERT	113081	SVH 2020 Staffing Committee Attestation	02/29/2020	02/26/2020	Completed On-time

Department Summary					
Total Completions	3	Completed On Time	3	100.00%	
Total Assignments	3	Completed Late	0	0.00%	
Percent Complete	100.00%	Completed Failed	0	0.00%	
		Not Yet Due	0	0.00%	
		Past Due	0	0.00%	
		Delinquent	0	0.00%	
		Total Assignments	3	100.00%	
		Exempt	0		

LEGEND: = Course

NOTE: If assignments are configured to use the "Leave of Absence Assignment Extension" option, assignment due dates for students in a leave of absence status will not be shown, and will be counted as "Not Yet Due".

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Staffing Committee Members
November 2020

Dept	First	Last	Title	
2W	Manuel	Bernardo	RN	
2W	Rachel	Wilkinson	RN	
2W	Art	Wisniewski	CNA	
3N	Karina	Ramirez	CNA	
3N	May	Riel	RN	
3N	Krystal	Uribe	RN	
4th Floor	Yuri	Bermudez	RN	
4th Floor	Julieth	Pena	CNA	
4th Floor	Lena	Washburn	RN	
Admin	Sharon	Radcliffe	CNO	
Cardiovascular	Ashleigh	Gallegos	RN	
Cardiovascular	Ashley	Wullner	Tech	
ER	Omar	Uribia	Tech	
ER	Jennifer	McSorley	RN	
ER	Alissa	Alvarez	Tech	
FED	Alan	Villanueva	Tech	
FED	Monisha	Owens	Tech	
FED	Dale	Watson	RN	
ICU	Camille	Agbuya	RN	
ICU				
ICU	Kimberly	McCully	RN	
IMC	Stephanie	Gordon	RN	
IMC	Reynold	Ines	CNA	
IMC	Elizabeth	Shabazz	CNA	
NICU	Theresa	Goudeau	RN	
NICU	Nicole	Johnson	RN	
Ortho	Brad	Bissel	RN	
Ortho	Ara	Fajardo	CNA	
Ortho	Cinda	McMullen	CNA	
Peri-Op	Sharon	Aviles	Tech	
Peri-Op	Juan	Rojas	RN	
Peri-Op	Robert	Winchell	RN	
Rehab	Rowena	Gapasin	RN	

Staffing Committee Members
November 2020

Rehab	Elizabeth	Mutuc	RN
Rehab	Connie	Patterson	CNA
Womens	Cynthia	Adrahtas	Tech
Womens	Michele	Faulkner	Tech
Womens	Robin	Wuebbenhorst	RN

Dept	First	Last	Title
Admin	Radcliffe	Sharon	CNO
Education	Vasquez	Julia	Manager
Ortho	Clancy	Pam	Director
2W/3N	Easterling	Gladys	Director
NICU	Elliott	Meri	Manager
4N/4W	Faulkner	Julie	Manager
4N/4W	Grimaldo	Nicole	Director
2W/3N	Guevara	Vivian	Manager
ED	Hafen	Carolyn	Director
Critical Care	Kieffer	Tosha	Director
Surgery	Manley	Heather	Director
IMC/Tele	Quinn	Amber	Manager
ED	Scott	Kevin	Manager
Womens	Sganga	Angie	Director
L&D/PP/AP	Wiggins	Jill	Manager

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STAFFING COMMITTEE MEETING
AGENDA

January 20, 2020

MEETING TIME: (1:00pm – 2:00pm)
GUESTS:
1. Minutes Review
2. Nurse Staffing Committee Policy
3. Staffing Despite Objection Forms Review
4. Leadership Announcements
5. Patient Experience Update
6. Turnover
7. Staffing Committee Elections
8. Open Discussion

Staffing Committee 2020-2021

Department	Staff Member	Title	Signature
Ortho	Whytny Coller	RN	
	Carrie McMurray	CNA	
	Cinda McCully	CNA	
Peri-Op	Robert Winchell	RN	
	Sharon Aviles	Tech	
IMC	Stephanie Gordon	RN	
	Reynold Nines	CNA	
	Elizabeth Shabazz	CNA	
NICU	Theresa Goudeau	RN	
	Nicole Johnson	RN	
Womens	Cynthia Adrahtas	Tech	
	Michele Faulkner	Tech	
	Robin Wuebenhorst	RN	
FED	Dale Watson	RN	
	Monisha Owens	Tech	
	Lewis Dessormeau	RN	
ER	Nicole Madsen	RN	
	Toyonda Wilson	CNS	
	Gracie Garcia (Joanna)	RN	
Rehab	Rowena Gapasin	RN	
	Alex (Bereket) Weldeyseus	CNA	
	Elizabeth Mutuc	RN	
ICU	Kimberly McMullen	RN	
	Camille Agbuya	RN	
	William (Chris) Martinez	Administrator Coordinator	
2 W	Art Wisniewski	CNA	
	Manuel Bernardo	RN	
	Rachel Wilkinson	RN	
3 N	Charles Sanderson	RN	
	Julie Sierra-Sanchez	CNA	
	Robert Mitchell	CNA	
4th Floor	Lena Washburn	RN	
	Nina Perry	CNA	
	Yuri Bermudez	RN	
Cardiovascular	Ashley ~~Buckmaster~~ Wullner	Tech	

The Valley Health System
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SPRING VALLEY HOSPITAL
MEDICAL CENTER
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MEETING MINUTES

Staffing Committee Meeting

January 20, 2020, 1:00p.m. – 2:00p.m.

Conference Room A

Name	Invitees / Role	Attended	Absent
	(See attached sign-in)		

Standing Agenda Items			
Agenda Item	Details or Discussion	Follow-up (and responsible person)	Due Date
Minutes Review	Staffing Committee minutes from December 16, 2019 were reviewed and approved by Sharon Aviles and Reynold Ines.	Committee members	(C)
Staffing Despite Objection Forms Review	Assignment Despite Objections forms were reviewed: 1. Unit was short from call-ins on day shift and night shift. Nurses had 7 patients with several of them being high fall risk patients requiring frequent monitoring. The nurse received a	Committee members.	(C)

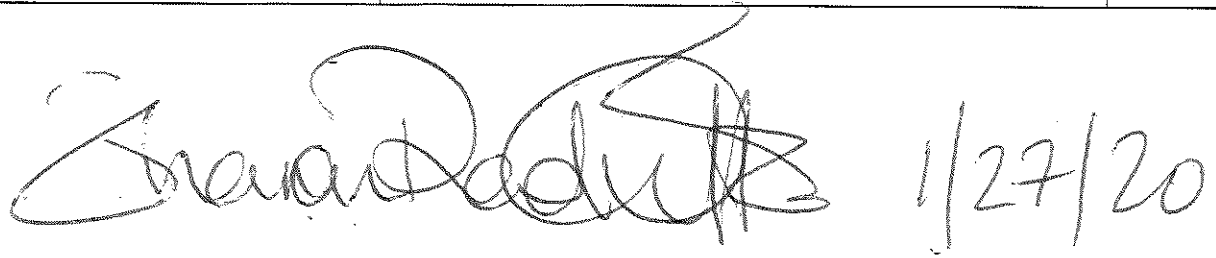
	patient right at shift change that required blood transfusion. Reported that the assignment was too heavy. Unit leadership reached out to other units and asked for available nursing staff. No nurses were available. Leadership reached out to un-scheduled staff and was able to bring in another nurse at 11:30 am. Prior to the 11:30, the Clinical Supervisor was able to assist, and took over the patient for the first two hours of the shift. The blood transfusion was given which then decreased the workload of the assigned nurse.		
Leadership Announcements	Sharon welcomed new committee member to the Staffing Committee and thanked them for their commitment and attendance. Pat Walker was promoted as the CNO at Valley Hospital. Sharon is currently interviewing candidates for ACNO position. Julie reviewed the Staffing Committee policy reviewing duties and responsibilities with the new committee members.	Information only.	(C)
Patient Experience Update	The two patient experience scores that we focus on the most are nurse communication and rate the hospital. Think of little things that you can do that will provide the WOW factor for our patients. Nurse communication scores: 75% of patients minimum to	Committee members.	Next meeting.

	rate us at the top of the scale. Kudos to 3N 85.5% and IMC 81.2% of patients.		
Turnover	Discussion was held regarding the benefit of adjusting the nurse to patient ratio to improve turnover. Research has not proven that there is a correlation between a decrease in nurse to patient ratios and a decrease in turnover. Looked at the possibility of training and utilizing ancillary staff as sitters to help decrease the need to pull CNAs off the unit. December continued to see a decline in turnover at 10%.	Committee members.	(B)
Staffing Committee Elections	The staffing election member list was reviewed to ensure it was correct for each unit. Staffing attestation was uploaded for members in LMS with an area for any objections to staffing plan.	Committee members.	(B)

Open Discussion

Agenda Item	Details or Discussion	Follow-up (and responsible person)	Due Date
Cath Lab/Specials	Staff noted that their staffing plan was not part of the Nurse Staffing Committee policy. Julie will follow up with Ken to create a staffing plan for their department.	Julie Faulkner/Ken Peterman	(B)
Beds and Transportation	Addressed beds and stretchers outside of elevators. When too many stretchers are placed in the elevator bay, it creates difficulty for staff transporting patients in beds to get on and off the elevator quickly. Leaders will address with their units our transportation process.	Information only.	

Patient/Inmate	Tory mentioned that when inmates are admitted as patient they are in metro's custody. If family members call, we cannot confirm that the patient is here. Discussed with leadership in department safety huddle.	Information only.	(C)
Shared Governance	Robin invited attendance to the Shared Governance Committee which will be held on Thursday at 8:00 am.	Information only.	(C)
Next Staffing Meeting	The next Staffing Committee meeting will be held on Monday, April 20th.	Information only.	(C)
Adjournment	The meeting was adjourned at 2:00p.m.		



1/27/20

STAFFING COMMITTEE MEETING
AGENDA

May 18, 2020

MEETING TIME: (1:00pm – 2:00pm)
GUESTS:
1. Minutes Review
2. Staffing Despite Objection Forms Review
3. Staffing Concerns
4. Staffing Committee Elections
5. Patient Experience Update
6. Open Discussion

The Valley Health System
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SPRING VALLEY HOSPITAL MEDICAL CENTER
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MEETING MINUTES

Victoria Cline

Staffing Committee Meeting

May 18, 2020, 1:00p.m. – 2:00p.m.

Zoom Conference Call

Name	Invitees / Role	Attended	Absent	Name	Invitees / Role	Attended	Absent
Sharon Radcliffe	CNO - Admin			Cinda McCully	CNA - Ortho		
Julie Faulkner	RN - Education			Kimberly McCully	RN - ICU		
Cynthia Adrahtas	Tech – Womens	X		Robert Mitchell	CNA – 3N		
Camille Agbuya	RN - ICU			Elizabeth Mutuc	RN - Rehab		
Sharon Aviles	Tech – Peri-Op	X		Monisha Owens	Tech – FED		
Yuri Bermudez	RN – 4th			Nina Perry	CNA – 4th Floor	X	
Manuel Bernardo	RN – 2W			Charles Sanderson	RN – 3N		
Whytney Coller	RN – 4th	X		Elizabeth Shabazz	CNA - IMC		
Lewis Desormeau	RN - FED			Lena Washburn	RN – 4th	X	
Ara Fajardo	CNA - Ortho			Dale Watson	RN - FED	X	
Michelle Faulkner	Tech - Womens	X		Alex (Bereket) Wedeyseus	CNA - Rehab		
Ashleigh Gallegos	RN - Cardiovascular			Rachel Wilkinson	RN – 2W		
Rowena Gapasin	RN - Rehab			Toyonda Wilson	CNA - ED	X	
Gracie (Joanna) Gapasin	RN - ED			Robert Winchell	RN – Peri-Op	X	
Stephanie Gordon	RN - IMC	X		Art Wisniewski	CNA – 2W		
Theresa Goudeau	RN - NICU	X		Robin Wuebbenhorst	RN - Womens		
Reynold Ines	CNA - IMC			Ashley Wullner	Tech - Cardiovascular		
Nicole Johnson	RN - NICU			Election Pending	Ortho		
Nicole Madsen	Rn - ED	X		Election Pending	3N		
William (Chris) Martinez	Admin Coord - ICU						

Name	Invitees / Role	Attended	Absent	Name	Invitees / Role	Attended	Absent
Tina Beerger	Manager, ED	X		Tosha Kieffer	Director, Critical Care		
Pam Clancy	Director, Ortho	X		Heather Manley	Director Surgical Services		
Kristy Daniels	Manager, ICU			Bridget Mulqueen	Manager, Surgical Services	X	
Gladys Easterling	Director, 2W/3N			Amber Quinn	Manager, IMC	X	
Meri Elliott	Manager, NICU			Kevin Scott	Manager, FED		
Nicole Grimaldo	Manager, Ortho	X		Angie Sganga	Director, Womens		
Vivian Guevara	Manager, 2W/3N			Jill Wiggins	Manager, PP & L&D		
Carolyn Hafen	Director, ED						

Agenda Items			
Agenda Item	Details or Discussion	Follow-up (and responsible person)	Due Date
Minutes Review	Staffing Committee minutes from January 20, 2020 were approved by Tina Beerger and seconded by Nicole Grimaldo.	Committee members	(C)
Staffing Despite Objection Forms Review	There were no Assignment Despite Objection forms submitted for review.		(C)
Staffing Concerns	One staffing concern/question was escalated to Sharon last week by Whitney P. Close friend of Whitney's was scheduled in Ortho as an Orientee with Clinical Supervisor to open Ortho with 10 or 11 admits.	Very busy day, 10 or 11 admits brought to unit with two staff members (one staff member coming off orientation and Clin Sup. Very busy, didn't seem fair with an orientee. Felt not safe for staff or patients. Pam thanked Whitney for bringing concern to her attention. Patients coming from PACU were staggered 30 minutes to 1 hour apart. Did not start coming until 9 or 10am. Admissions did not all come at once. Orientee had been working with preceptee for 13 weeks. Clinical Supervisor was taking admissions, settling patients and handing off to staff. There were 10 patients between two nurses. Orientee did not express any real concern herself in asking for additional help. Checked in every hour, everyone agreed, additional help was not needed. Opportunity was offered to have another staff member come in. Pam discussed with	(C)

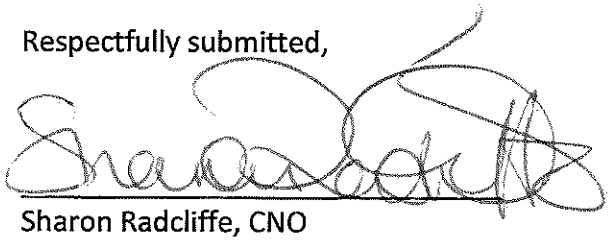
		team to bring issues to her in real time and submit assignment despite objection form.	
Staffing Committee Elections	Julie reviewed Staffing Committee Elections – all staff are elected for two term process. When we lose a staff member, each unit must elect new members.	Newly elected members will be brought to the next meeting for committee approval.	
Patient Experience Update	Megan discussed the recognition program from VHS and Corporate.	All units have a profile where they will receive recognition for most improved, communication, rate the hospital, hourly and leader rounding. Anyone is welcome to attend the Patient Experience Meeting. There is a Physician Champion meeting once a month. Megan will review scores, discuss joining rounding and better ways to communicate with patients so they feel safe and in a safe environment.	

Open Discussion

Agenda Item	Details or Discussion	Follow-up (and responsible person)	Due Date
Sharon Aviles, CST Staffing for Robot Cases	When Robot Program started, staffed with two nurses and two techs. Finding bookings are beyond what was planned to staff for off shift hours. Sometimes robots convert to open cases. Staff don't feel comfortable with robot staffing.	Staff previously discussed with Heather and were told this is the way it is. Sharon will follow-up with Heather.	
Sharon Aviles, CST OR – Two entrances open to everyone.	Sharon noted employee parking lot availability is getting smaller. Staff driving around for 15 minutes looking for a parking space. The OR rely on staff to be on time. The OR returned to their normal scheduled hours last week.	Sharon will follow-up.	

Teresa Goudeau, NICU Screeners	Teresa noted census in NICU has been low, staff have been doing screenings in back and front. No employees are allowed through front entrance. All employees need to enter through employee entrance. Screeners are getting cursed and yelled at for making staff go to employee entrance.	Request for leaders and medical staff to remind staff and physicians to enter through employee entrance. If trying to enter through wrong entrance and behaving poorly, escalate and it will be addressed.	
Teresa Goudeau, NICU Masks	Staff told last Tuesday, anytime in patient or public area must wear mask. Reps that come into surgical area must wear mask. Not everyone is wearing a mask.	Sharon will follow-up with the public's perception and message staff are sending by not wearing mask.	

Respectfully submitted,



Sharon Radcliffe, CNO

STAFFING COMMITTEE MEETING
AGENDA

July 20, 2020

MEETING TIME: (1:00pm – 2:00pm)
GUESTS:
1. Minutes Review
2. Staffing Despite Objection Forms Review
3. Staffing Committee Elections • **Ara Fajardo, CNA – Ortho** • **Victoriya Cline, RN - PP**
4. Patient Experience Update – Megan Rios
5. Open Discussion

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MEETING MINUTES

Staffing Committee Meeting

July 20, 2020, 1:00p.m. – 2:00p.m.

Zoom Conference Call

Name	Invitees / Role	Attended	Absent	Name	Invitees / Role	Attended	Absent
Sharon Radcliffe	CNO - Admin	X		William (Chris) Martinez	Admin Coord - ICU		X
Julie Faulkner	RN - Education	X		Cinda McCully	CNA - Ortho		X
Cynthia Adrahtas	Tech – Womens		X	Kimberly McCully	RN - ICU		
Camille Agbuya	RN - ICU		X	Robert Mitchell	CNA – 3N	X	
Sharon Aviles	Tech – Peri-Op		X	Elizabeth Mutuc	RN - Rehab		X
Yuri Bermudez	RN – 4th		X	Monisha Owens	Tech – FED	X	
Manuel Bernardo	RN – 2W		X	Nina Perry	CNA – 4th Floor	X	
Victoriya Cline	RN - PP	X		Charles Sanderson	RN – 3N	X	
Whytney Coller	RN – 4th	X		Elizabeth Shabazz	CNA - IMC	X	
Lewis Desormeau	RN - FED		X	Lena Washburn	RN – 4th	X	
Ara Fajardo	CNA - Ortho	X		Dale Watson	RN - FED	X	
Michelle Faulkner	Tech - Womens		X	Alex (Bereket) Wedeyseus	CNA - Rehab		X
Ashleigh Gallegos	RN - Cardiovascular		X	Rachel Wilkinson	RN – 2W		X
Rowena Gapasin	RN - Rehab		X	Toyonda Wilson	CNA - ED	X	
Gracie (Joanna) Gapasin	RN - ED	X		Robert Winchell	RN – Peri-Op		X
Stephanie Gordon	RN - IMC	X		Art Wisniewski	CNA – 2W		X
Theresa Goudeau	RN - NICU	X		Robin Wuebbenhorst	RN - Womens	X	
Reynold Ines	CNA - IMC		X	Ashley Wullner	Tech - Cardiovascular		X
Nicole Johnson	RN - NICU		X	Election Pending	3N		
Nicole Madsen	RN - ED	X		Guest:			
				Megan Rios	Patient Satisfaction	X	

Name	Invitees / Role	Attended	Absent	Name	Invitees / Role	Attended	Absent
Tina Beerger	Manager, ED			Tosha Kieffer	Director, Critical Care		
Pam Clancy	Director, Ortho	X		Heather Manley	Director Surgical Services	X	
Kristy Daniels	Manager, ICU			Bridget Mulqueen	Manager, Surgical Services	X	
Gladys Easterling	Director, 2W/3N	X		Amber Quinn	Manager, IMC	X	
Meri Elliott	Manager, NICU			Kevin Scott	Manager, FED	X	
Nicole Grimaldo	Manager, Ortho			Angie Sganga	Director, Womens	X	
Vivian Guevara	Manager, 2W/3N			Jill Wiggins	Manager, PP & L&D	X	
Carolyn Hafen	Director, ED	X		Sherelle Knowlden		X	

Agenda Items			
Agenda Item	Details or Discussion	Follow-up (and responsible person)	Due Date
Minutes Review	Pam Clancy approved the May 18, 2020 minutes, Angie Sganga seconded.		
Staffing Despite Objection Forms Review	The Assignment Despite Objection forms from July 13-14, 2020 were reviewed. Gladys discussed the staffing assignment was 1:7 due to Clinical Supervisor call out. No replacement Clinical Supervisor was available to come in. One scheduled staff member was pulled to be Clinical Supervisor.	Attempts were made by dayshift Clinical Supervisor to replace sick Clinical Supervisor sick call to no avail. Staff member was pulled for the position, leaving staff with 1:7 ratio. All committee representatives take back to units and ensure co-workers understand ADO process.	
Staffing Committee Elections	Two staff members to be confirmed: • Ara Fajardo, CNA - Ortho • Victoriya Cline, RN - PP	Staff members elected to fill vacant positions in Ortho (Ara Fajardo, CNA) and Womens service line (Victoriya Cline, RN) were confirmed.	
Patient Experience Update	Megan Rios discussed initiatives to improve Patient Experience: • No pass zone • Commit to Sit • No Medical Jargon • Leader Rounding • Bedside Shift Report Audits • Service Recovery • Safety Huddle Standardization • RN/MD Rounding	We have seen a rebound in Patient Experience Scores for the month of June, We are currently in the 40th percentile ranking. Sharon discussed the patient's participation in patient experience surveys. The goal is 80%. Kudos to the following departments for exceeding goal: • OB, L&D, PP – 95.8% • IMC – 81.5%	

	NRC Launch Connect was launched on July 1st. If an alert is triggered, department will respond within 24 hours. This provides an opportunity to address patient issues and/or questions. Megan thanked all for participating in program. NRC Connect: any patient questions or negative answers will flag an alert in NRC system. SVH will have participated for 3 weeks tomorrow. For July, SVH is at 62% for closing out issues. Last week at 75%, the national average is 42%. SVH is 2nd best in the company. This is a testament to everyone's hard work. Sharon thanked all for their fantastic work.	• 2W – 80.1% (majority of COVID pts) • 3W – 93.2% • FED – 99th percentile most of the time Sharon expressed appreciation for everything that is done to make patients feel welcome, cared for and safe.	

Open Discussion

Agenda Item	Details or Discussion	Follow-up (and responsible person)	Due Date
	(No issues reported.)		

Respectfully submitted,

Sharon Radcliffe, CNO

STAFFING COMMITTEE MEETING
AGENDA

October 19, 2020

MEETING TIME: (1:00pm – 2:00pm)
GUESTS:
1. Minutes Review
2. Staffing Despite Objection Forms Review
3. Staffing Committee Elections
4. Patient Experience Update – Megan Rios
5. Open Discussion

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MEETING MINUTES

Staffing Committee Meeting

October 19, 2020, 1:00p.m. – 2:00p.m.

Zoom Conference Call

Name	Invitees / Role	Attended	Absent	Name	Invitees / Role	Attended	Absent
Sharon Radcliffe	CNO - Admin	X			Admin Coord - ICU		
Julie Faulkner	RN - Education	X		Cinda McMullen	CNA - Ortho	X	
Cynthia Adrahtas	Tech – Womens			Kimberly McCully	RN - ICU	X	
Camille Agbuya	RN - ICU			Robert Mitchell	CNA – 3N		
Sharon Aviles	Tech – Peri-Op			Elizabeth Mutuc	RN - Rehab		
Yuri Bermudez	RN – 4th			Monisha Owens	Tech – FED		
Manuel Bernardo	RN – 2W			Nina Perry	CNA – 4th Floor	X	
	RN - PP				RN – 3N		
Whytney Coller	RN – 4th			Elizabeth Shabazz	CNA - IMC		
Lewis Desormeau	RN - FED			Lena Washburn	RN – 4th		
Ara Fajardo	CNA - Ortho			Dale Watson	RN - FED		
Michelle Faulkner	Tech - Womens			Alex (Bereket) Wedeyseus	CNA - Rehab		
Ashleigh Gallegos	RN - Cardiovascular			Rachel Wilkinson	RN – 2W		
Rowena Gapasin	RN - Rehab				CNA - ED		
Gracie (Joanna) Gapasin	RN - ED	X		Robert Winchell	RN – Peri-Op		
Stephanie Gordon	RN - IMC	X		Art Wisniewski	CNA – 2W		
Theresa Goudeau	RN - NICU	X		Robin Wuebbenhorst	RN - Womens		
Reynold Ines	CNA - IMC	X		Ashley Wullner	Tech - Cardiovascular		
Nicole Johnson	RN - NICU	X			3N		
Nicole Madsen	RN - ED			Guest:			
				Megan Rios	Patient Satisfaction	X	

Name	Invitees / Role	Attended	Absent	Name	Invitees / Role	Attended	Absent
Tina Beerger	Manager, ED			Tosha Kieffer	Director, Critical Care	X	
Pam Clancy	Director, Ortho	X		Heather Manley	Director Surgical Services	X	
Kristy Daniels	Manager, ICU			Bridget Mulqueen	Manager, Surgical Services		
Gladys Easterling	Director, 2W/3N	X		Amber Quinn	Manager, IMC		
Meri Elliott	Manager, NICU			Kevin Scott	Manager, FED		
Nicole Grimaldo	Manager, Ortho			Angie Sganga	Director, Womens		
Vivian Guevara	Manager, 2W/3N			Jill Wiggins	Manager, PP & L&D	X	
Carolyn Hafen	Director, ED			Julia Vasquez	Education	X	

Agenda Items			
Agenda Item	Details or Discussion	Follow-up (and responsible person)	Due Date
Minutes Review	Sharon requested approval of the minutes.	Tina moved to approve the July 20, 2020 minutes, Angie seconded.	
Staffing Despite Objection Forms Review	There were no Staffing Despite Objection Forms to review.		
Staffing Committee Elections	Julie discussed the election process for voting to elect replacement committee members.	Each unit must have RN and CNA (RN must replace RN, CNA must replace CNA). The alternate member can be either position. Julie will send ballots via email.	
Patient Experience Update	Megan reviewed the current HCAHPS scores. Data was lost due to the downtime event. We continue to see scores from charting and round initiatives implemented in the middle of June	There are no scores for October yet. In Q3 we had good rebound back to where we were at the beginning of the year. Rate the Hospital is in the 61st percentile.	

Open Discussion			
Agenda Item	Details or Discussion	Follow-up (and responsible person)	Due Date
	(No issues reported.)		

Respectfully submitted,

Sharon Radcliffe, CNO