

SNA NEWS

Fax: 575-8138

June
2009

Special points of interest:

- Summer Fun
- Nurses' Week
- Care Documentation Form
- Recall from Layoff
- Reduction of Hours (ROH) Policy
- Staffing According to GRASP Criteria
- GRASP on 2C-Ortho
- Lead Nurses & Floating
- Pay Freezes/PTO
- Reminders: Health & Welfare Fund, Assignment Under Protest (AUP)

SUMMER FUN

The SNA Board wishes you fun with friends and family this summer.

NURSES' WEEK

Thank You so much members of the PRNC and to others who coordinated and organized events to recognize Nurses during Nurses' week

CARE DOCUMENTATION FORM

In response to Staff Nurses' concerns about their inability to provide adequate patient care given the reduction in the care partner staffing matrix, the SNA Board has developed a **care documentation form**. This form enables Nurses to anonymously document the care that they are unable to complete during their shift. The form is available on SNA's website www.snanews.com and can be completed at anytime in a few short minutes.

The SNA Board will compile and analyze the information. We'll then present the information to members of Hospital Administration. Further steps will be determined after that.

RECALL FROM LAYOFF

The SNA Board is monitoring the Recall process for the two Nurses who were laid off as well as for Nurses in regular positions who had to accept Relief positions as an alternative to layoff.

Nurses with less than 5 years of service are eligible for recall for 6 months and Nurses with 5 or more years of service are eligible for 1 year. During the recall period, posted positions for which they are qualified are offered to recall-eligible Nurses first.

REDUCTION OF HOURS (ROH) POLICY

The reduction of hours policy is a Hospital policy written collaboratively by the SNA Board and Hospital Administration. The SNA Contract and the ROH Policy “dovetail” each other to govern the shift to shift reduction of staff.

The ROH Policy is on Care Net under Nursing Administration Policies.

The Staffing Office, Managers and Shift Administrators follow this policy when determining how to reduce Staff Nurse hours/shifts.

Lead Nurses in specialty departments who are responsible for staffing the next shift in their department need to follow the ROH Policy when they need to reduce staff. Please consult with Managers or Shift Administrators with questions at the time reductions need to occur.

It is helpful if Staff Nurses are also aware of and informed on the policy- especially if Nurses in your department receive a lot of reductions.

Please contact SNA @ 575-8853 with any questions regarding ROH's.

STAFFING ACCORDING TO GRASP CRITERIA

The SNA Board is aware that some shifts are not staffed according to the criteria, established by the Acuity Committee, that is based on the GRASP Utilization %.

The usual explanation given by the Staffing Office when they cannot fulfill the GRASP staffing requirements is that they do not have enough care partners available. This has been especially evident since the layoff of care partners.

The SNA Board and members of the Acuity Committee are documenting the shifts when additional staff proscribed by criteria are not provided. We will share the data with members of Hospital Administration and expect correction of this contractual violation.

GRASP ON 2C- ORTHO

2C Staff Nurses have completed the GRASP testing and are joining the ranks of departments that staff according to GRASP Criteria. Congratulations, it has been a long road.

LEAD NURSES AND FLOATING

The closure of departments and increases in floating of Staff Nurses has been very difficult.

Lead Nurses have had particular issues when their department closes and they are required to float as Staff Nurses- a role which is unfamiliar to some.

One of the difficult aspects of floating for Lead Nurses is computer charting- a skill they have used infrequently.

A number of Lead Nurses chose to use their own ED Leave to re-learn and re-new their computer charting skills.

The SNA Board feels that Lead Nurses should be offered refresher courses on computer charting if they are going to need those infrequently used skills, without using their own ED Leave.

LEAD NURSES AND FLOATING CONT.....

We addressed this issue with members of Hospital Administration at Nursing Coordinating Council in May. Ken Jones, Director of Med-Surg indicated he would follow up on this issue.

Based on the requests of some Lead Nurses, it had already been determined that Lead Nurses should be assigned to work 1-2 shifts/month in their departments as Staff Nurses in order to maintain their computer charting and other skills.

In the meantime, Ken Jones indicates that the Hospital is offering the EMR competency at the Life Learning Center to Lead Nurses (depts., not Nurses to absorb the cost). Also, that the CIS dept is available to work with individual Lead Nurses in areas that they need improvement and provide follow up support (instructional DVD, 1:1 training, or opportunity to attend a portion of the EMR orientation). If the Lead Nurse requires more than this, then the Hospital feels they should use their own ED Leave.

PAY FREEZES-PTO- As this newsletter goes to print, the SNA Board has learned that Hospital Adm. intends to freeze pay & implement PTO for fiscal year 2010. However, the SNA contract mandates ETO, step increases and cost of living increases during the life of the contract. **Any changes in the contract must be negotiated between the SNA Board & Hospital Adm. & voted on by the SNA members.**

REMINDERS:

Health & Welfare Fund- Has money available to Staff Nurses in good SNA standing, who are experiencing economic difficulties. Call the message line for details and application.

Assignment Under Protest (AUP)- New forms are on line at the SNA website. Also, remember, the process of filing an AUP begins with a discussion with the Manager or Shift Administrator giving the Hospital an opportunity to fix the situation.

**STAFF NURSES'
ASSOCIATION**

401A COLLEGE AVE. SANTA
ROSA, CA 95401

Phone: 575-8853

Fax: 575-8138

E-mail: snanews@sonic.net

Presorted Standard

US Postage

PAID

Permit #233

Santa Rosa, CA



SNA