

COMPUTERIZED CLINICAL PLACEMENT STEERING COMMITTEE MEETING
 JANUARY 22, 2010
 0900-1100
 NATIONAL UNIVERSITY, ROOM 108

ATTENDEES: Sylvia Silva, Norma Spalding, Karen Roberts, Belen Kersten, Heather Tyllesen, Jean Murphy, Sherri Abbott, Kelly Price, Kim Felsted, Rick Unas, Sarah Wright, Jenelle Mason, Esther Castaneda-Wilson, Brenda Starks, Kitty Cazares, Mike Russler, Mario Schiltz, Mary Farrell, Laurel Friesen, Linda Spjute, Lynne Ashbeck, Denise Vermeltoort, Kat Remner, Laurene Cox, Stephanie Robinson, Carolyn Drake, Sharon Andrews-Boock, Pilar De La Cruz-Reyes

TOPIC	DISCUSSION	OUTCOME
Welcome & Introductions	Meeting called to order at 0910 by Pilar De La Cruz-Reyes	Self introductions made. Recognition and thanks to Jayne Moore and National University for use of the meeting room.
Review of Minutes	Minutes of the August, 2009 meeting reviewed; moved to approve by Brenda Starks and seconded by Sarah Wright.	Minutes approved as submitted.
Memorandum of Understanding (MOU)	2 signed copies of the Memorandum of Understanding for the computerized clinical placement system are now due from each of the participating facilities. The Hospital Council must have a signed MOU before they can send an invoice. The system needs to receiving payments in order to operate.	MOUs have been received from the following agencies: Madera Community, West Hills College, Kaweah Delta, San Joaquin Valley College, Merced College. Please send in the signed MOUs to Pilar asap.

Fee Structure for CCPS for 2010	<p>Lynne and Pilar spent much time trying to come up with a tier system as requested that was fair and equitable. Input was received from CNOs at a Hospital Council Nurse Executive meeting</p>	<p>The following tier system was established for 2010:</p> <p>For Academia (based on # of students in program)</p> <table border="0"> <tr> <td>50 students or below</td> <td>\$475.00</td> </tr> <tr> <td>51 – 99 students</td> <td>\$525.00</td> </tr> <tr> <td>100 – 400 students</td> <td>\$650.00</td> </tr> <tr> <td>401 & above</td> <td>\$875.00</td> </tr> </table> <p>For Service (based on number of licensed beds)</p> <table border="0"> <tr> <td>100 beds & below</td> <td>\$475.00</td> </tr> <tr> <td>101 – 350 beds</td> <td>\$600.00</td> </tr> <tr> <td>351 – 500 beds</td> <td>\$825.00</td> </tr> <tr> <td>501 and above</td> <td>\$1375 (includes 4 Hospitals)</td> </tr> </table>	50 students or below	\$475.00	51 – 99 students	\$525.00	100 – 400 students	\$650.00	401 & above	\$875.00	100 beds & below	\$475.00	101 – 350 beds	\$600.00	351 – 500 beds	\$825.00	501 and above	\$1375 (includes 4 Hospitals)
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Additional Nursing Programs/Hospitals joining CCPS	<p>2 new nursing programs and 1 hospital will be joining the CCPS program</p>	<p>ITT and Heald College will be starting nursing programs in 2010; ITT plans to start an LVN program and Heald will begin an RN program. Mercy Merced will be joining the CCPS.</p>																
2010 Training Sessions/Location and Times	<p>Sharon Andrews-Boock informed the members of the upcoming training for both academia and service. Sharon will be available to assist staff with training on the use of CCPS during this group time.</p>	<p>Academia training: January 27, 2010 from 0800 – 1400 at National University.</p> <p>Service training: March 24, 2010 from 0800 – 1400 at National University</p> <p>Sharon will send a message to hospitals that they can start approving classes on March 19, 2010. Hospitals will have until May 14th to approve clinical placement requests</p>																
Conflict Resolution Day/Deadline date Academia	<p>This day has been set aside for Academia representatives to come</p>	<p>Conflict Resolution Day will be held on: March 12, 2010 from 0800 – 1200 at National</p>																

	<p>together to resolve any student scheduling conflicts at the various service agencies. Conflicts must be resolved before the information is released to the service agencies.</p> <p>It is imperative that every nursing program have a representative attend this meeting in person</p>	<p>University. The deadline date for the schools to enter their schedules is February 26th</p> <p>Academia members, please make sure to have your representative that is responsible for student scheduling attend this meeting in person.</p>
Issues re CCPS	<p>Some of the issues that arose last year were with nursing programs listing the same instructor name for many different classes; This can create problems for the system</p>	<p>If a nursing program does not know the name of the instructor for a specific rotation, please write in “staff” or TBD instead of using the same instructor name over and over again.</p>
Student/Faculty Orientation	<p>Student & faculty orientation is still a concern. The hospital is to provide orientation for the faculty and then the faculty is to orient the students.</p>	<p>Service agencies need to let Sharon know the dates of their orientation so this information can be posted on our website.</p> <p>Faculty and student orientation needs to be put on line so it can be readily available for all; will work at making this happen during the first 6 months of 2010.</p>
Service Agency Concerns	<p>Pilar shared an e-mail from a CNO from one of the participating service agencies sharing some concerns. Her suggestions were as follows:</p> <ol style="list-style-type: none"> 1. Have all hospitals and schools who are part of the CCPS system sign one MOU document rather than each one signing their own. As new schools and hospitals come on board, they would be added. She asked what was the plan to incentivize new programs from coming into the system 	<p>Concerns were discussed.</p> <ol style="list-style-type: none"> 1. Having all hospitals and schools sign just one document may be difficult as several had to tweak their MOU due to their own legal requirements. Perhaps as we move further in the process, this could be addressed later. Pilar shared that new schools were contacting her on how to join the CCPS program.

	<p>2. She asked what number of hospitals or schools would have to decline to use the system for it to be considered not effective?</p> <p>3. She wanted to make sure that the document clearly stated that if the school did not follow the rules that had been established by the committee, that they will not get their rotations. These included entering erroneous information such as listing multiple classes with one instructor, entering schedules that conflict with their own program, not participating in the resolution of conflicts, not using the unit definitions as defined by the hospital, requesting units that do not meet the criteria for a particular student group (i.e. intermediate med/surg group requests a unit that only allows advanced med/surg). The schools should utilize the system to verify that their student requests have been approved and not call the hospital coordinator to ask if they have been approved.</p> <p>4. Suggests having the schedules for a semester rather than for an entire year.</p> <p>5. Include fee schedule as an exhibit of the contract (MOU).</p> <p>6. System needs to show conflicts for</p>	<p>2. This will be added to the agenda for the next meeting as more of the policies are established.</p> <p>.</p> <p>3. This need was made clear to all the schools but it was also discussed that we had to work collaboratively. This is a new system and we are trying to work out the bugs. We expect that as we grow and become more familiar with the system, and as schools become more comfortable with working together at the conflict resolution day, that the major issues will be resolved. It has been made clear to the schools that attendance at the conflict resolution day in person is mandatory for all nursing programs.</p> <p>4. This can be an item of discussion for our next meeting.</p> <p>5. This can be done with the 2011 fees.</p> <p>6. Schools need to list their floats in the appropriate</p>
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	both primary and float requests.	areas on the website and not in the comment areas. It was suggested that hospitals get automated e-mail verification when the schools open up an e-mail when a class was denied. We are checking with the Web master to see if this is possible.
Orientation Guide for Faculty and Students	The booklet was reviewed as part of the required yearly review. Several changes/additions were made.	Will request that the original sub-committee that worked on the booklet come together to incorporate the recommended changes and have it ready for the next meeting.
New Updates to CCPS	<p>Sharon and Pilar shared with the group the website that American DataBank has put together listing all of the schools involved in the program, the orientation booklet, info on background checks, etc.</p> <p>Marlene Ruiz and Ann Burgess received a grant that will allow them to add updates to our system at no cost to us. This includes being able to add non-nursing student schedules</p>	<p>FYI. All agencies need to review what has been added and identify what other information needs to be posted on the website. New website was received well</p> <p>Marlene and Ann will give us more information in the near future. Group felt that we needed to still focus on RNs and LVNs and make sure that we had that system fine tuned before we move on to other disciplines.</p>
San Joaquin Valley Nursing Education Consortium	Pilar gave an update on what has happened during 2009	<ol style="list-style-type: none"> 1. NCLEX scores for valley school increased from 84% passing to 87%. 72 more RNs added to the valley ranks 2. Two additional faculty training courses were held in 2009 with around 50 RNs taking the clinical adjunct faculty training course.. 3. CCPS is up and running. 17 different hospitals and 16 schools are currently participating in the system. 4. Distance education by FCC, Modesto JC and Bakersfield College is still in place for nursing students

<p>Other Information</p>	<p>Mike Russler informed the group that the February, 2010 faculty training course still had many open slots; hospitals need to encourage their RNs to take the class. Also, CSUF admitted 65 students for the Spring, 2010 semester.</p> <p>Stephanie Robinson gave an update on the ADN to BSN Collaborative</p> <p>Laurene Cox informed members that the nursing skills workbooks will be ready in 1 week</p> <p>Sarah Wright informed that group that Hanford Community will not be accepting any nursing students during the months of July – October, 2010 due to their upcoming move</p> <p>Carolyn Drake gave an update on Ruth Ann Terry. She is doing better and will be getting involved in different committees in 2010</p>	<p>This will be discussed further at Academic/Service Partnership. It will also be added to the ABD website</p> <p>Collaborative includes 3 community colleges (Merced, FCC, West Hills), 3 CSUs (Stanislaus, Fresno, Dominguez Hills), 3 private colleges (Fresno Pacific University, National University, and University of Phoenix). Working on a “Take Two and Transfer” program.</p> <p>1000 copies have been ordered. Schools who wish to purchase these should contact Laurene Cox.</p> <p>We need to develop an “alert section” for our website so that this type of information can be posted by the facilities.</p> <p>Ruth Ann is very appreciative of the support she received from the Central Valley nurse leaders during her difficult time. . Louise Bailey is still the interim Executive Officer of the BRN as they have not been able to fill the position.</p>
<p>Next Meeting</p>	<p>There was discussion as to whether we</p>	<p>Upon agreement of committee members, we will have</p>

	should meet twice a year or three times a year. Lynne Ashbeck felt that the committee may need to meet more than just twice a year, at least for 2010.	three meetings in 2010. The next meeting will be held the last week in May, 2010, and a third one will be held in October, 2010. Meeting dates, time and place to be determined.