

2012

EDUCATION & RESOURCE GUIDE



JACKSON HEALTH SYSTEM

DEPARTMENT OF EDUCATION & DEVELOPMENT

www.jhsmiami.org

EDUCATIONAL SUPPORT OF THE PROFESSIONAL PRACTICE MODEL

PATIENT AND FAMILY-CENTERED CARE

Patient and Family Education Workshop

RELATIONSHIP-BASED CARE

Anger Management: Keeping Your Cool
 Calming Communication and Service Recovery
 Managing Workplace Collisions
 New Nurse Support
 Preceptor Development
 Valuing Work Relationships

LEININGER'S THEORY

Caring for Different Cultures
 Culture in the Workplace
 Caring: From Theory to Competence

TRANSFORMATIONAL LEADERSHIP

Nursing Leadership Development Series
 Taking Charge: Skills for Staff Nurses
 Self-Management

OUTCOMES

How to Run a Meeting
 Interdisciplinary Grand Rounds
 Vascular Access Devices Revisited

TEAMWORK

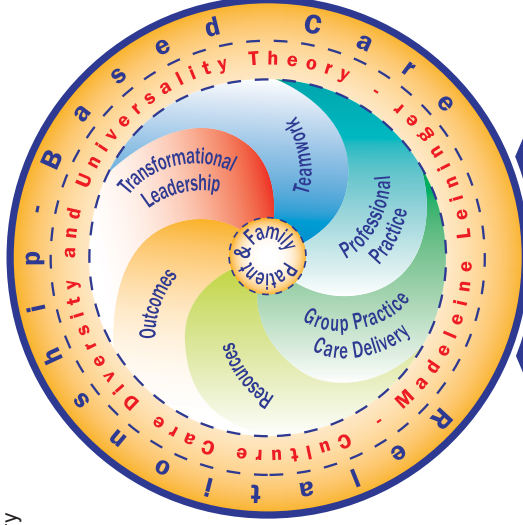
Advanced Cardiac Life Support
 Basic Life Support
 Generations in the Workplace

RESOURCES

Threaded through many programs

PROFESSIONAL NURSING PRACTICE

Evidence-Based Practice
 Med-Surg Updates
 Professional Practice Model
 The Heart of Nursing
 Trauma Patient Considerations

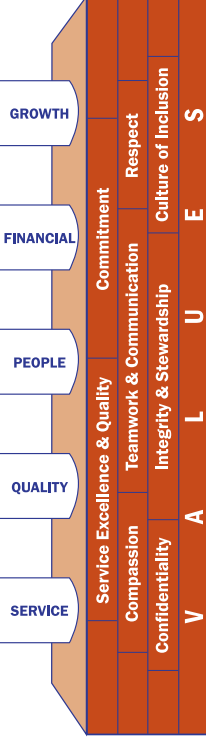


GROUP PRACTICE CARE DELIVERY

Group Practice Programs

NURSING VISION

JHS nurses are global leaders
 committed to excellence in providing specialized
 world class care through innovation, collaboration and evidence-based practice.



FROM THE DIRECTOR

The mission of the Department of Education and Development is to support the goals of the organization by strengthening the competency of the clinical staff through education and development. We believe that the dynamic nature of today's health care environment requires that all staff engage in continuous learning. The evidence demonstrates that the professional development of clinical staff is directly linked to effective performance, positive patient outcomes, and the financial viability of the organization. To that end, Jackson Health System provides a variety of learning experiences to enhance the competence and confidence of it's staff.

This booklet provides descriptions of such programs and services.

Rosemarie Taylor, R.N.-B.C., Ed.D., B.S.N., M.A.
Director
Education and Development

DEPARTMENT OF EDUCATION AND DEVELOPMENT

VISION:

Quality care through world class education

MISSION:

**To support the goals of Jackson Health System
by strengthening the competency of staff through
education and professional development**

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RESOURCE LIST

Clinical Educator Contact List

Ambulatory Care/Primary Care Center
Mercedes Yero-Aguayo
305-585-2434 or 305-585-7045

Behavioral Health Hospital Center
Horace Ellis
305-355-7228

Cardiovascular Services
Shamma Legrand
305-585-6494

Corrections Health Services
Jin Chin-Glemaud
786-236-1057 (cell)

Critical Care/Trauma
Ellen Weeks
305-585-7090 or 5-6146

Holtz Children's Hospital and Women's Hospital
Evel Michel (Children's)
305-585-5676

Lisa Hall (Women's)
305-585-5612 or 305-585-2255 ID# 9302

Emergency Care and Trauma Center
Alphonso Williams (Emergency)
305-585-6914

Rudolph Buzzard (Trauma)
305-585-1153

Jackson North Medical Center
Colleen Claffey
305-654-5272

Jackson South Community Hospital
Jackie Boyce
305-256-5005

Medical/Surgical Hospital Center
Gertrude Saint-Louis
305-585-6430

Ortho, Rehab, Neuro Hospital Center
Edita Limpioso
305-585-5391

Perioperative Services
Lynne Hendricks
305-585-6279

Radiology
Paula Cadavid-Martinez
305-585-6481

Transplant
Tiffany James
305-585-6088

Education and Development

Director

Rosemarie Taylor, RN-BC, EdD, MA
305-585-8361
Jackson Medical Towers, Suite 706-D

Faculty

Carol Bond, RN, BSN, MSM
305-585-8168
Available to provide consultative services for policy development, procedure committees and developing programs for contact hours.

Cheryl Furr, RN, MSN
305-585-5967
Available to provide cardiac, neuro, simulation and BLS/ACLS (dysrhythmia recognition, pharmacological, electrical therapy) topics.

Lael Manzo, RN, BSN, EMBA-HA
305-585-7154
Available to provide inservices on a variety of topics (communication, critical thinking, etc). Also direct focus groups and provide simulation training.

Maureen McLaughlin, RN, MSN
305-585-7158
Leadership/Management, Licensure Requirements for continuing education and RN Residency Programs.

Rachael Rivers, RN, MSN, LHRM
305-585-7974
Teaching patient/families, developing education materials and applying quality management.

Mercy Rodriguez, RN, MSN
305-585-7447
Coordinator for behavioral, selfcare, nurse retention, new nurse residency and communication programs. Available as subject matter resource or consultant for interpersonal communication, support/retention and relationship-based care.

Silvia Suarez, RN, BSN
305-585-5968
Available for topics related to Blood/Blood Products, Tracheostomy/Tracheostomy Care and Critical Care (Respiratory, Ventilators, Hemodynamics, PA Catheter, Arterial lines). Nursing Student Clinical Placement & Procedures.

Betty Valdes, RN, MBA, MSN

305-585-7996

Available to teach Medical-Surgical RN Internship topics. Provide simulation teaching/instruction and infection control for all disciplines. Assist with education related to Root Cause Analysis (RCAs).

Guillermo Valdes, DNP, MSN-HCS, RN-BC

305-355-1274

Available to teach or consult on:
Evidence-Based Practice, BLS/ACLS,
Medical Surgical Nursing Topics,
Unit Practice Council Facilitation,
Professional Nursing Practice and Performance
Improvement Education: Safety and Quality

Carol Womack, BS-Ed, MA

305-585-7156

Coordinator for Cultural Diversity and Personal
Development for Business Success programs.
Designated as the AHA Training Center Coordinator (and
Instructor Trainer Faculty), available to conduct
simulation in BLS and instruction for First Aid and other
AHA Heartsaver programs.

JHS RN Residency Program

Manager Adult Program

Mercy Rodriguez, RN, MSN

305-585-7447

Jackson Medical Towers, Suite 715-A

Manager Pediatric Program

Maureen McLaughlin, RN, MSN

305-585-7158

Jackson Medical Towers, Suite 704-A

Center for Nursing Excellence

Located in Jackson Medical Towers, 7th Floor East

Beverly Fray, RNC, MSM, APRN-BC

Unit Practice Council Coordinator

305-585-6684

James Nicholson, RN

National Data Base for Nursing Quality Indicators

Coordinator (NDNQI)

305-585-3330

WORKSHOP GENERAL INFORMATION

Registration

Please register at least four weeks before each program. JHS employees may use the JEN Learning Management System to register or cancel program attendance.

Please cancel yourself in the JEN Learning Management System if you know in advance you will be unable to attend a program.

Community participants may call the telephone number of the sponsoring department between 8:00 a.m. and 4:00 p.m. Community participants may cancel registration up to two weeks before the program and receive a full refund. For later cancellations, \$10 will be withheld for processing costs. Please allow four to six weeks for refunds. All refunds will be returned after a copy of the canceled check has been received by the department.

Jackson Health System reserves the right to cancel any program with insufficient enrollment. Participants who were registered will be notified of cancellations.

To validate JHS employment, please bring your photo identification to the registration desk. For further information contact 305-585-7134 then "0".

Fees

JHS employees attend programs free of cost. JHS retirees will be charged \$45 per class. Tuition for community participants is identified in the program description. A \$10 discount applies for three or more persons (same institution, same program, same day) and \$25 for a two day program. These discounts apply to programs sponsored by Education and Development only. Discounts do not apply to certain programs. Contact the specific departments for details.

Please contact the individual sponsor or cosponsor for more information about an education course. Make checks payable to the course's sponsor or cosponsor.

For most programs, \$90 payable to Education and Development.

Contact Hours

The Jackson Health System Department of Education and Development is an approved provider from the Florida State Board of Nursing for Continuing Education (Provider Number NCE 50-3115) and approved provider from The Department of Health Board of Respiratory Care (Provider Number 50-7933).

It is the responsibility of every licensed employee to know his/her specific licensing requirements. All programs for registered and licensed practical nurses are approved for contact hours. Select programs award contact hours to clinical social workers, marriage and family therapists, mental health counselors, respiratory therapists and occupational therapists. Contact your department to determine the number of contact hours for your discipline.

Certificates of attendance will be awarded at the conclusion of the program only if the registrant's license number is provided. If a registrant needs to leave before the program is ended, the number of contact hours will be pro-rated accordingly. A duplicate certificate may be obtained by contacting Jackson Health System Department of Education and Development within four years of the program. A fee of \$10.00 will be charged for this service.

OTHER SERVICES

Centralized Clinical Placement System

The CCPS is the scheduling program for clinical placement of student nurses in South Florida, a part of the Florida Nursing Resource Center (FNRC), sponsored by the South Florida Nursing Shortage Consortium. The CCPS streamlines the scheduling process of clinical placements, resulting in increased number of nursing students who have their clinical experiences in area teaching hospitals. All of the schools of nursing that utilize the Jackson Health System, schedule their student nurses through the CCPS.

The FNRC also provides a forum for interested nurses to easily locate resources on becoming a nurse educator and create a profile to post and locate vacant faculty positions. The website to access the CCPS is www.floridanrc.org

JEN-Jackson Education Network Learning Management System

The JEN is a web-based system for tracking and providing education throughout the Jackson Health System. Employees are able to register for instructor-led classes as well as taking computer-based training at their convenience, at home or at their work site. The JEN provides a record of all education including orientation, annual mandatory modules, departmental and job specific training, and external programs completed. In addition, certifications, community activities, and previous formal education tracts can be added to and documented in the JEN. It can be accessed through the intranet and internet.

MedCom Classes

There are 1,300 MedCom courses in the JEN catalog, 600 are available for healthcare professional contact hours. The courses can be accessed by Jackson Health System employees by logging into JEN, viewing the Course Catalog, searching for the desired content area, and then clicking on the blue letters of the course name to launch the program. Contact hour certificates may be printed upon successful completion of the course and test. JEN can be accessed from home through the Jackson website: www.jhsmiami.org, click on employees link at the top of the page and on the right side is a link to the JEN system.

Patient Education

The Patient Education Program includes staff education, written and audiovisual materials for patient, families and consultative services.

JHS RN Residency Program

The JHS RN Residency Program is a comprehensive, evidence-based onboarding of new graduate nurses that helps them gain the experience, judgment, skills and confidence they need to navigate the hospital experience. Entering the professional world as novices, Residents progress to the competent level quickly, safely, and efficiently.

LOCATION

Most classrooms are located in Jackson Medical Towers, 1500 N.W. 12th Avenue, 7th Floor East. Rooms may be cool; it is advisable to bring a sweater. Occasionally, classes are offered in the Diagnostic Treatment Center, Bascom Palmer Eye Institute (Retter Auditorium) and other classrooms on campus. See the map for exact locations.

PARKING INFORMATION

When you enter a parking facility, the gate machine will dispense a ChipCoin instead of a paper ticket. The ChipCoin contains a computer chip that records the date and time you entered. Keep your ChipCoin with you at all times. Do not leave it in your vehicle.

ChipCoin can be validated for \$3 in the Department of Education and Development.

Validation Hours: 7:00-8:00 AM
11:00-1:30 PM

DIRECTIONS AND MAP

From North/South/East

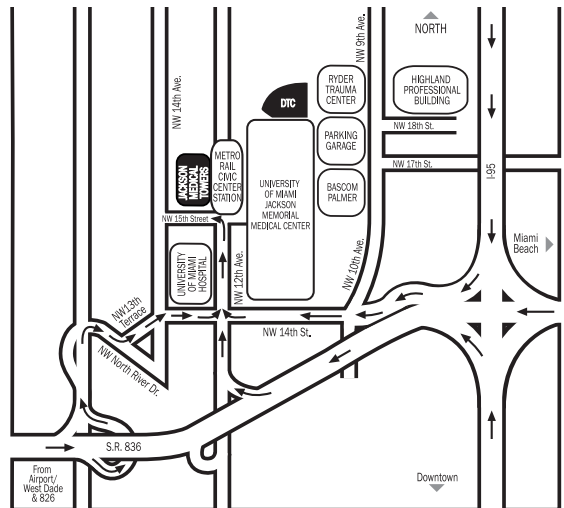
Take I-95 to S.R. 836 West (Dolphin Expressway). Exit at 12th Avenue. Turn right (North) to 1500 N.W. 12th Avenue; Jackson Medical Towers is on the left, just past University of Miami Hospital.

From West

Take S.R. 836 East (Dolphin Expressway) to N.W. 17th Avenue North Exit. Follow hospital signs to N.W. 12th Avenue. Turn left on N.W. 12th Avenue to 1500 N.W. 12th Avenue. Entrance to Jackson Medical Towers is on the left, just past University of Miami Hospital.

Metrorail

The Civic Center Metrorail station is located on the medical center campus in the same block as Jackson Medical Towers. See the map for exact location. Exit to the West.



COURSE DESCRIPTION

Course Listing in Alphabetical order

ADVANCED LIFE SUPPORT

- Advanced Cardiac Life Support (ACLS) Provider Level
- Advanced Cardiac Life Support (ACLS) Instructor Course
- Pediatric Advanced Life Support (PALS)

BASIC LIFE SUPPORT (BLS)

- BLS for Healthcare Providers
- BLS for Healthcare Providers Renewal Course
- BLS for Healthcare Providers On-Line Course (Skills Testing)
- BLS Instructor Course
- Fetal Monitoring at Jackson Main Campus
- Heartsaver AED
- Heartsaver First Aid
- Neonatal Resuscitation Program (NRP)
- Skills Testing Session

CLINICAL CARE

- Code Blue: What do I do?
- Med-Surg Updates
- ONS-Chemotherapy and Biotherapy Course
- Physical Assessment of the Adult
- Vascular Access Devices

COMMUNICATION

- Anger Management: Keeping Your Cool
- Calming Communication
- Managing Workplace Collisions

CRITICAL CARE

- CCRN Preparation Course
- Critical Care Updates
- ECG Interpretation
- ECG Level II

CULTURE

- Caring for Different Cultures
- Culture in the Workplace
- Valuing Work Relationships

EDUCATION

- Patient Education Workshop
- Preceptor Development: Adventures in Precepting

EMERGENCY CARE

- Trauma Patient Considerations
- Disaster Preparedness

EVIDENCE-BASED NURSING

- Evidence-Based Practice: Connecting The Knowing with the Doing
- Nursing Standards Process Workshop

GRIEF AND LOSS

- Perinatal Bereavement

GROUP PRACTICE PROGRAM

HEALTH CARE

- The Heart of Nursing

INTERNSHIPS

- Critical Care
- Emergency Room
- Medical-Surgical RN
- Operating Room
- Pediatric Critical Care

JHS RN RESIDENCY

LEADERSHIP

- Nursing Leadership Development Series:
 - Module 1: Leading
 - Module 2: Cultural Diversity
 - Module 3: Teamwork and Managing Change
 - Module 4: Planning and Decision Making
 - Module 5: Communication
 - Module 6: Financial Acumen
 - Module 6B: Financial Acumen (continued)
 - Module 7: How to Run a Meeting
 - Module 8: Selecting the Right Employee
 - Module 9: Developing and Retaining Talent
 - Module 10: Performance Management
 - Module 11: Quality, Standards and Outcomes
 - Module 12: Miscellaneous Topics
 - Module 13: Labor Relation/Disciplinary Actions
- Taking Charge: Skills for Staff Nurses

LICENSURE RENEWAL

- Five-Hour Licensure Renewal Marathon
(Prevention of Medical Errors, Domestic Violence and HIV Update)

LUNCH AND LEARN

- Culture: Promoting an Environment of Respect at JHS
- Disaster Preparedness (Quarterly)
- Interdisciplinary Grand Rounds
- Research Brown Bag

NEW NURSE SUPPORT

PRACTICE COUNCILS

- Facilitator Workshop
- How to Run a Meeting
- Sixth Annual Shared Governance Summit
- New Member UPC Workshop
- Professional Practice Model Workshop

PROFESSIONAL COUNCILS

PERSONAL DEVELOPMENT FOR BUSINESS SUCCESS

- Making a Career Shift
- Self-Management

SELF-CARE

- The Aging Workforce: Challenges and Self-Care Considerations

SELF-STUDY COMPUTER-BASED TRAINING

- CARING: From Theory to Competence
- Diversity Matters
- Generations: Age Diversity in the Workplace
- The Respectful Workplace

AHA Disclaimer

The American Heart Association strongly promotes knowledge and proficiency in BLS, ACLS, and PALS and has developed instructional materials for this purpose. Use of these materials in an educational course does not represent course sponsorship by the American Heart Association. Any fees charged for such course, except for a portion of fees needed for AHA course material, do not represent income to the Association.

THE ADVANCED CARDIAC LIFE SUPPORT (ACLS), PEDIATRIC ADVANCED LIFE SUPPORT (PALS) and BASIC LIFE SUPPORT (BLS) courses adhere to the AHA ECC 2010 guidelines.

ADVANCED LIFE SUPPORT

Advanced Cardiac Life Support (ACLS) Provider Level

Adhering to the American Heart Association standards, this two-day class coaches the employee to utilize team communication, collaboration and coordination in assisting the decompensating victim or in actual victim resuscitation. Successful evaluation of participant performance in peri-arrest and arrest scenarios and paper test results in issuance of both BLS and ACLS provider cards .

Prerequisites: Proficient in BLS skills, dysrhythmia recognition, ACLS algorithms, drugs and electrical therapy. Sponsored by Education and Development.

Note: Participants register through their clinical educator or coordinator

ACLS at Jackson Main Campus (JMH)

For information contact CFurr@jhsmiami.org

DATES: 1/12-13, 2/9-10, 2/23-24, 3/22-23, 4/12-13, 4/24-25, 5/21-22, 6/7-8, 6/18-19, 7/12-13, 8/9-10, 8/23-24, 9/10-11, 9/27-28, 10/11-12, 10/25-26, 11/8-9, 12/13-14

TIME: 7:30-4:00

C.H.: N/A

ROOM: Jackson Medical Towers

FEE: \$150 (two days) BLS and ACLS Card \$8.00

AUDIENCE: Licensed healthcare professionals

CROSS-REFERENCES: ECG Level 2, BLS for Healthcare Providers, BLS for Healthcare Providers Renewal Course

ACLS at Jackson North (JNMC)

For information contact

Colleen Claffey, RN, MSN, CEN

Phone: 305-654-5272 or 305-654-3162

DATES: 1/23-24, 2/20-21, 3/19-20, 4/23-24, 5/21-22, 6/18-19, 7/23-24, 8/20-21, 9/17-18, 10/22-23, 11/19-20, 12/17-18

(Third Tuesday of the month)

TIME: 8:00-4:00

ROOM: JNMC Educational Classroom

ACLS Instructor Course (JMH)

This one day course prepares the ACLS provider to be an instructor. Participants must have a current ACLS card and be proficient in BLS and ACLS algorithms, drugs and treatments. Books and preparation required prior to class.

For more information contact Cheryl Furr, 305-585-5967. Sponsored by Education & Development.

DATES: 3/1, 8/1

TIME: 7:30-4:00

C.H.: 6.0

ROOM: Jackson Medical Towers

AUDIENCE: Licensed healthcare professionals with current BLS and ACLS provider cards who demonstrate exemplary skill and potential as instructors

CROSS-REFERENCE: Advanced Cardiac Life Support Provider Level

Pediatric Advanced Life Support (PALS) Provider Level

This two-day classroom, video-based, Instructor-led course reflects the science from the 2010 American Heart Association using a series of simulated pediatric emergencies to reinforce the important concepts of a systematic approach to pediatric assessment, basic life support, PALS treatment algorithms, management of respiratory emergencies, vascular access, effective resuscitation and team dynamics, and Cardiac, respiratory and shock case discussions and simulations. The PALS course is designed to provide healthcare providers with the knowledge and skills necessary to efficiently and effectively manage critically ill infants and children resulting in improved outcomes. Sponsored by Education and Development.

Prerequisites: Participants are required to complete the AHA on-line PALS pretest and must bring the print out of the completion score to class along with current PALS text book.

Note: Participants register by contacting Carol Womack at CWomack@jhsmiami.org

DATES: TBA

TIME: 8:00-4:00

C.H.: 13.0

ROOM: Jackson Medical Towers

FEE: \$150 (two days)

JHS employees - PALS Card \$6.75

AUDIENCE: Licensed healthcare professionals

BASIC LIFE SUPPORT (BLS)

BLS for Healthcare Providers

Provides AHA training and detailed practice time in CPR and obstructed airway management for adults and children and the use of the AED. For healthcare providers, but others may attend. Books and preparation required prior to class. Sponsored by Education and Development.

BLS at Jackson Main Campus (JMH)

Registration: Contact 305-585-7134, then press "0".

DATES: 1/4, 2/1, 3/7, 4/4, 5/2, 6/5, 7/10, 8/7, 9/5, 10/3, 11/20, 12/4

TIME: 7:30-12:30

C.H.: N/A

ROOM: Jackson Medical Towers

FEE: \$55 - BLS card: \$1.50 (\$12 if book is purchased. Books may be borrowed from unit or Education and Development.)

AUDIENCE: For healthcare providers whose cards have expired and/or do not use skills frequently. Others may attend.

CROSS-REFERENCES: Advanced Cardiac Life Support Provider Level, BLS Instructor Course, Heartsaver First Aid

BLS at Jackson North (JNMC)

For information contact
Colleen Claffey, RN, MSN, CEN

Phone: 305-654-5272 or 305-654-3162

DATES: 1/23, 2/20, 3/19, 4/23, 5/21, 6/18, 7/23, 8/20, 9/17, 10/22, 11/19, 12/17

(Third Monday of the month)

TIME: 8:00-12:00

C.H.: N/A

ROOM: JNMC Educational Classroom

BLS for Healthcare Providers Renewal Course

(Two Options to choose from)

Option 1: Classroom Lead

Employees must present a current AHA card on the day of class to participate. A skills renewal class in CPR and obstructed airway management of adults, children and use of the AED, followed by a written evaluation. Books and preparation required prior to class.

Registration: Contact 305-585-7134, then press "0". Sponsored by Education and Development.

DATES: 1/10, 1/26, 2/7, 2/15, 2/21, 3/21, 3/27, 4/10, 4/18, 5/30, 6/26, 7/19, 7/24, 7/31, 8/28, 9/19, 9/25, 10/9, 10/23, 10/31, 11/29, 12/11

TIME: 7:30-11:00

C.H.: N/A

ROOM: Jackson Medical Towers

FEE: \$45 payable to Education and Development
Fee for JHS only - \$1.50 for CPR card (\$12.00 if book is purchased. Books may be borrowed from unit or Education and Development)

AUDIENCE: For the healthcare provider, whose card has not yet expired, uses skills frequently and needs no practice time.

CROSS-REFERENCE: Advanced Cardiac Life Support Provider Level

Option 2: BLS Healthcare Provider On-line Course (Skills Testing)

Steps for successful completion of the course:

1. Students interested in completing the course should contact Carol Womack at 305-585-7156 to register for a scheduled skills testing session **BEFORE** purchasing. (This session is offered once a month).
2. Students log onto the American Heart Association website at www.onlineaha.org to purchase (\$19.95) and begin course.
3. Students must complete the 12 mandatory checkpoints and achieve a minimum score of 84% on written exam.
4. If practice time is required, please contact Carol Womack
5. Students print out Part 1 certificate and present to the instructor at the skills testing session (must present original certificate).

Note: Those who are unable to successfully demonstrate all skills will be referred to a full class and a card will **NOT** be issued at that time.

BLS Instructor Course at Jackson Main Campus

This two-day program prepares the participant to be an AHA BLS instructor. JHS employees require departmental approval. Community participants must have an existing affiliation with an AHA community training center. For healthcare providers, but others may attend. Must have current provider card. Books and preparation required prior to class. Sponsored by Education and Development.

DATES: 1/23-24, 8/20-21

TIME: 7:30-4:45

C.H.: None

ROOM: Jackson Medical Towers

FEE: \$200 for day 1 & 2. \$108 for day 3
JHS employees - \$71.50

AUDIENCE: For healthcare professionals with a current card who demonstrate exemplary CPR skills and potential as instructors. Supervisor's recommendation required for JHS employees.

CROSS-REFERENCE: BLS for Healthcare Providers

Fetal Monitoring at Jackson Main Campus

Contact Lisa Hall, RNC-OB, BSN

Phone: 305-585-5612

Sponsored by Women's Hospital.

DATES: Intermediate: 3/22-23, 6/18-19, 9/10-11, 12/10-11

Advanced: 1/9, 2/3, 4/30, 5/21, 7/30, 8/20, 10/29, 11/19

TIME: 8:00-4:00

C.H.: TBA

ROOM: TBA

FEE: \$90 + course materials

AUDIENCE: Healthcare professionals

Heartsaver AED

This three-hour program teaches lay rescuers (not for clinical staff) when to call 911, how to give CPR, use an AED, and provide relief of choking. The course targets people who may have an AED in the workplace. Books and preparation required prior to class. Sponsored by Education and Development.

DATE: 2/3

TIME: 7:30-11:00

C.H.: None

ROOM: Jackson Medical Towers

FEE: \$45 payable to Education and Development
Fee for JHS employees only - \$1.50 for CPR card (\$13.95 if books are purchased)

AUDIENCE: All JHS employees (who are not part of the clinical staff)

CROSS-REFERENCE: Heartsaver First Aid Course

Heartsaver First Aid

This 3.5 hour course teaches how to manage illness and injuries in the first few minutes until professional help arrives. Course content includes general principles, medical emergencies and other emergencies involving injuries and environmental causes. Optional topics include CPR and use of an AED (3-4 hours), which may be offered in the afternoon with sufficient enrollment. Sponsored by Education and Development.

DATE: 1/31

TIME: 7:30-11:30

C.H.: None

ROOM: Jackson Medical Towers

FEE: \$90/Day
\$45/First AID Only
\$16.00 (JHS employees) includes book and card

AUDIENCE: Community responders and other individuals who want or need first aid training

CROSS-REFERENCES: BLS for Healthcare Providers, Heartsaver AED

Neonatal Resuscitation Program (NRP) at Jackson Main Campus

All NRP candidates must log onto www.aap.org/nrp to take the 6th edition exam PRIOR to your NRP card expiration date. (See your nurse educator for study materials, username and password to access the testing site.)

Print certificate of completion when you have completed the online test. Make arrangements to attend a scheduled Integrated Skills Station class (again, PRIOR to your NRP card expiration date). Bring your certificate to class to present to the instructor.

Contact Lisa Hall, RNC-OB, BSN

Phone: 305-585-5612

DATES: 1/20, 2/17, 3/16, 4/20, 5/11, 6/15, 7/20, 8/17, 9/21, 10/19, 11/9, 12/14

TIME: 8:00-4:00

ROOM: East Tower 3061

FEE: \$90

AUDIENCE: Licensed healthcare professionals

NOTE: To register for online program or integrated skills assessment, contact Lisa Hall at LHall3@jhs-miami.org

Neonatal Resuscitation Program (NRP) at Jackson South Community Hospital

For information contact Angela Darling-Miller, RN Women's Center Nurse Educator

Phone: 305-256-5356

DATES: 2/2, 4/5, 6/7, 8/2, 10/4, 12/6

TIME: 8:00-4:30

ROOM: Jackson South (JSCH) Classroom 100

AUDIENCE: Licensed healthcare professionals

CLINICAL CARE

Code Blue: What do I do?

Explores airway management, arrest rhythms, medication administration and treatment modalities used in arrest situations. Topics focus on quality team communication, collaboration and coordination of resuscitation efforts with adherence to American Heart Association guidelines. EMTALA and JHS policies regarding emergency response are presented. Mock codes provide psychomotor skill practice and additional learning. Sponsored by Education and Development

DATES: 4/5, 6/12, 9/18, 11/14

TIME: 7:30-3:30

C.H.: 6.5

ROOM: Jackson Medical Towers

FEE: \$90

AUDIENCE: All Healthcare providers (Class limited to 20 participants)

CROSS-REFERENCES: ACLS, ECG II

Med-Surg Updates

This program provides current information on changes in clinical practice. Sponsored by Education and Development.

DATES: TBA

TIME: 7:30-4:00

C.H.: TBA

ROOM: Jackson Medical Towers

FEE: \$90

AUDIENCE: Healthcare professionals

ONS Chemotherapy and Biotherapy Course

This two-day workshop is designed to acquaint the nurse in administering chemotherapy. Participants should be employed at their institution for at least 6 months. Register by e-mail EButler@med.miami.edu 10 days prior to class date (no exceptions). Sponsored by University of Miami.

DATES: 1/25, 1/27; 2/22, 2/24; 3/19, 3/21; 4/18, 4/20; 5/16, 5/18; 6/27, 6/29; 7/25, 7/27; 8/22, 8/24; 9/19, 9/21; 10/17, 10/19; 12/12, 12/14

TIME: 7:30-5:00

C.H.: 13.5 (2 days) must attend both days

ROOM: Jackson Medical Towers

FEE: \$90. To be paid prior or on the first day of class. Non-UM/VA/JHS \$180.

AUDIENCE: RNs

Physical Assessment of the Adult

This two-day course offers a review of physical assessment skills using a systems approach. The course also provides hands-on computerized documentation practice. Sponsored by Education and Development.

DATES: Upon Request

TIME: 7:30-4:00

C.H.: (6.0/day 1) (5.0/day 2)

ROOM: Jackson Medical Towers

FEE: \$180 (\$90/day)

AUDIENCE: Nurses

CROSS-REFERENCES: Clinical Care Programs

Vascular Access Devices

This program is designed to teach information related to VADs care and maintenance, EBP associated with the lines, assessing and treating complications. Participants will practice working with the lines. Sponsored by Education and Development.

DATES: TBA

TIME: 7:30-3:00

C.H.: 5.0

ROOM: Jackson Medical Towers

FEE: \$90

AUDIENCE: RNs, LPNs

CROSS-REFERENCES: Clinical Care Programs

COMMUNICATION

Anger Management: Keeping Your Cool

Presents anger management strategies to “keep your cool” when dealing with life’s daily stresses and upsets. Includes information on Emotional Intelligence. Sponsored by Education and Development.

DATES: 3/21, 10/19

TIME: 7:30-3:00

C.H.: 6.0

ROOM: Jackson Medical Towers

FEE: \$90

AUDIENCE: All JHS employees

CROSS-REFERENCE: Calming Communication

***MODULE:** Keeping Your Cool can be brought to your site as a 1-1/2 – 3 hour program. Phone 305-585-7447.

Calming Communication

Teaches employees how to handle aggressive individuals in a supportive and responsive manner. Emphasis on setting limits and verbal de-escalation. Includes strategies on how to receive bad news. Sponsored by Education and Development.

DATES: 4/24, 9/20

TIME: 7:30-3:00

C.H.: 6.0

ROOM: Jackson Medical Towers

FEE: \$90

AUDIENCE: All JHS employees

CROSS-REFERENCE: Keeping Your Cool

***MODULE:** Calming Communication can be brought to your site as a 1-1/2 – 3 hour program. Phone 305-585-7447.

Managing Workplace Collisions

This program examines sources of workplace conflict and positive strategies to improve interpersonal relationships in the clinical setting. Includes culturally sensitive and assertive communication techniques. Sponsored by Education and Development.

DATE: 7/26

TIME: 7:30-3:00

C.H.: 6.0

ROOM: Jackson Medical Towers

FEE: \$90

AUDIENCE: All JHS employees

CROSS-REFERENCES: Communication, Self-Care Programs and Valuing Work Relationships

***MODULE:** Managing Workplace Collisions can be brought to your site as a 1-1/2 – 3 hour program. Phone 305-585-7447.

CRITICAL CARE

CCRN Preparation Course

This program prepares the experienced critical care nurse for CCRN certification by AACN. Recommended review text: Core Curriculum for Critical Care Nursing (AACN) by Alspach and Williams. Prerequisite is one year of critical care experience. Sponsored by Education and Development

DATES: TBA

TIME: 7:30-4:00

C.H.: 6.0/day

ROOM: Jackson Medical Towers

FEE: \$90

AUDIENCE: Critical care nurses with at least one year critical care experience

Critical Care Updates

Updates on the latest, cutting edge critical care concepts or topic of interest. Sponsored by Education and Development.

DATES: TBA

TIME: 7:30-4:00

C.H.: 6.0

ROOM: TBA

FEE: None. JHS employees only

AUDIENCE: Critical Care Nurses

ECG Interpretation

For instruction on 12 lead interpretation and other rhythms please refer to MedCom Classes (page 3).

ECG Level II

This class reviews the basics of cardiac A&P, electrocardiography and ECG rhythm interpretation including AV blocks, and dysrhythmia management. Case studies provide practice identifying rhythms and providing therapeutic interventions. This is a recommended precourse to the ACLS provider course. Sponsored by Education and Development.

Note: Be sure to bring your calipers (available at the medical bookstore), calculator and a pencil

DATES: 2/14-15, 5/16-17, 8/14-15, 10/16-17

TIME: 7:30-4:00

C.H.: 14.0 (7.0/day)

ROOM: Jackson Medical Towers

FEE: \$180 (\$90/day)

AUDIENCE: Telemetry, critical care or emergency care healthcare providers

CROSS-REFERENCES: Advanced Cardiac Life Support Provider course, Medical-Surgical RN Internship

CULTURE

Jackson Health System (JHS) values the diversity we have in our community and in the employees we serve. Recent discharge summaries indicate that approximately eighty percent of our patients are people of color. In addition, we are proud that JHS employees represent one of the most culturally diverse healthcare systems in Miami-Dade County. As a vehicle to achieving JHS' mission, we provide a series of cultural diversity programs to ensure organizational values and excellence are attained.

We are committed to fostering cultural competence and therefore provide diversity training in our New Employee Orientation, Annual Mandatories, as well as a number of elective programs that vary in their focus. By incorporating cultural sensitivity and other diversity issues into our educational programs and other organizational initiatives, we foster behavioral qualities such as respect, dignity, individual consideration and spiritual/religious acceptance and support.

As the needs of the community continue to change, our goal is to adapt in order to meet the needs of our customers (patients and families) by advancing cultural competence. Cultural competence includes examining the impact of attitudes on patient care, accepting different values, expanding communication styles to accommodate the needs of others, and the ability to intervene appropriately and effectively.

For unit programs, contact

Carol Womack, 305-585-7156.

Programs on cultural competency are offered as continuing education seminars, **ON-UNIT MODULAR PROGRAMS, LUNCH AND LEARN or in a SELF-STUDY or COMPUTER-BASED FORMAT.**

Caring for Different Cultures

This program is designed to increase the cultural competence of healthcare providers. A major focus includes how to provide "Relationship-Based Care" and practicing scenario-based examples utilizing Leininger's 3 Modes of Action supporting patients/family cultural values. Other topics include Pastoral Care, Patient Education, Interpreter Services, and Deaf and Hard of Hearing.

DATES: 2/23, 5/31

TIME: 7:30-3:00

C.H.: 6.0

ROOM: Jackson Medical Towers

FEE: \$90

AUDIENCE: All JHS employees

CROSS-REFERENCE: Culture in the Workplace

Culture in the Workplace

This program identifies the changing work environment, and provides case studies and activities designed to enhance co-worker communication and develop diversified teams. It encourages communication among professionals, exploring the impact of racism, bias and an honest evaluation of one's attitude toward other cultures.

DATE: 8/31

TIME: 7:30-3:00

C.H.: 6.0

ROOM: Jackson Medical Towers

FEE: None. JHS employees only

AUDIENCE: Current JHS employees only

CROSS-REFERENCES: Caring for Different Cultures, The Respectful Workplace (self study), Valuing Work Relationships, Generations: Age Diversity in the Workplace (Self-Study) and Diversity Matters (CBT)

Valuing Work Relationships

This program examines the role culture plays in the workplace and the impact it has on our relationships. Participants discuss the components of a good co-worker relationship and explore workplace social issues that may lead to conflict. The term *cultural responsiveness* is defined including how to apply it when addressing workplace conflict, and scripting examples are reviewed to improve communication effectiveness. Sponsored by Education and Development.

DATES: **By Request**

TIME: 1 hour

C.H.: 1.0

ROOM: On-site

FEE: None (JHS employees only)

AUDIENCE: All JHS employees

CROSS-REFERENCES: The Respectful Workplace, Generations: Age Diversity in the Workplace

EDUCATION

Patient and Family Education Workshop

This one-day program includes the importance of educating patients and families, teaching and learning principles, strategies to enhance learning, compliance/adherence and literacy issues, language barriers, cultural considerations, family involvement and teaching tools. Sponsored by Education and Development.

DATES: TBA

TIME: 7:30-3:30

C.H.: 6.0

ROOM: DTC 270

FEE: \$90

AUDIENCE: All healthcare professionals

CROSS-REFERENCE: Teaching Your Patient When You just Don't Have The Time

Preceptor Development: Adventures in Precepting

This program will focus on the preceptor's role and responsibilities. Participant will be introduced to basic strategies to aid the preceptor in developing and implementing clinical instruction. Techniques for giving effective feedback will be included. Sponsored by Education and Development.

DATES: 3/9, Upon Request

TIME: 7:30-4:00

C.H.: 6.0

ROOM: Jackson Medical Towers

FEE: None (JHS employees only)

AUDIENCE: Healthcare Providers

CROSS-REFERENCES: Career Development Programs

NOTE: Nurse's Preceptor Handbook is available in the Department of Education and Development.

***MODULE:** Adventures in Precepting can be brought to your site as a 1 to 3-hour program.
Phone 305-585-5968.

TOPICS by request

- Adult Learning Theory
- Delegation
- Generational Issues
- Identifying Learning Needs and Styles
- Learning Contract
- Preceptor as Educator
- Role of Preceptor & Responsibilities
- Subroles of the Educator

EMERGENCY CARE

Trauma Patient Considerations

This eight-hour program covers general considerations of the trauma victim. Content meets Department of Health requirements for Level I Trauma Certification. Course offers one hour of brain/spinal cord injury, one hour of burns, and four hours of general trauma. Pre and post tests are part of each course. Sponsored by Education and Development.

DATES: 3/20, 4/17, 5/15, 6/19, 7/17, 8/21, 9/18, 10/16, 11/13

TIME: 7:30-4:00

C.H.: 6.0

ROOM: Jackson Medical Towers

FEE: \$90

AUDIENCE: Healthcare providers responsible for the direct care of trauma patients

CROSS-REFERENCES: Clinical Care programs

Disaster Preparedness

This program covers general principles of disaster preparedness and emergency management. Other topics include: biochemical, radiological, and chemical exposure, along with triage and appropriate treatments. Course follows Department of Health guidelines and competencies. Sponsored by Education and Development.

DATES: TBA

TIME: 7:30-4:00

C.H.: 6.0

ROOM: Jackson Medical Towers

FEE: \$90

AUDIENCE: Healthcare providers responsible for the direct care of trauma patients

CROSS-REFERENCES: Clinical Care programs

EVIDENCE-BASED NURSING

Evidence-Based Practice (EBP): Connecting The Knowing with the Doing

This 6-hour interactive education program teaches the participants the positive influence that EBP has on quality healthcare delivery. It instructs nurses and other healthcare professionals on how to access and identify quality EBP literature from a simple literature review to more concrete well designed studies. Sponsored by Education and Development.

DATES: 5/25, 9/28

TIME: 7:30-4:00

C.H.: 6.0

ROOM: Jackson Medical Towers

FEE: \$90

AUDIENCE: Open to all (maximum of 30 participants)

Nursing Standards Process Workshop

This program focuses on the structure and process for developing nursing/clinical standards using a seven-step process. Sponsored by Education and Development.

DATES: Upon request

TIME: 7:30-12:30

C.H.: 4.0

ROOM: TBA

FEE: None. JHS employees only

AUDIENCE: Healthcare professionals involved with developing clinical policies.

GRIEF AND LOSS

Perinatal Bereavement

The purpose of this two-day workshop is to provide sensitivity training for healthcare professionals who assist families undergoing a perinatal loss. Sponsored by Women's Hospital Center.

DATES: TBA

TIME: 7:30-3:30

C.H.: 6.5

ROOM: TBA

FEE: \$90

AUDIENCE: Open to All

GROUP PRACTICE PROGRAMS

This two-day program addresses many aspects of nursing including how to work using a group practice care delivery model.

DATES: JMH - 1/24-25, 2/16-17, 2/28-29, 3/8-9, 3/20-21, 4/5-6, 4/24-25, 5/15-16, 6/14-15, 6/26-27, 7/10-11, 7/21-22, 8/8-9, 8/28-29, 9/11-12, 9/25-26, 10/9-10, 10/30-31, 11/8-9, 11/27-28

JSCH - 1/10-11

JNMC - 1/31, 2/1

TIME: 7:30-3:00

C.H.: (6.0/day 1) (5.0/day 2)

ROOM: Jackson North (JNMC) Educational Classroom, Jackson South (JSCH) Classroom 100, Jackson Medical Towers

FEE: None. JHS employees only

AUDIENCE: Healthcare professionals

HEALTH CARE

The Heart of Nursing

A part of annual Nurse Week festivities, this program celebrates the nursing profession by exploring current professional issues and nursing excellence. Sponsored by Education and Development.

DATE: 5/9

TIME: 8:30-1:00

C.H.: TBA

ROOM: Diagnostic Treatment Center (DTC) 259

FEE: None. JHS employees only

AUDIENCE: Nurses

INTERNSHIPS

Critical Care Internship

This 18-week program prepares registered nurses to practice in critical care. There will be classroom and clinical components, reading and homework assignments as well as “hands-on” care with a preceptor in one of JHS ICUs.

You will receive a certificate of successful completion and contact hours approved by the Florida State Board of Nursing. For additional information, contact JHS Recruitment Services. For information about course content, contact the Department of Education and Development.

TOPICS:

- Cardiac: Dysrhythmia recognition and treatment, Acute Coronary Syndrome and Heart Failure
- Endocrine: DI, SIADH, Adrenal crisis, Thyrotoxicosis, DKA, HHNK
- Respiratory
Airway management, Chest Tubes, ABG interpretation, Acute Respiratory Distress Syndrome, Mechanical Ventilation and Interventions, Arterial Lines.
- Gastrointestinal
Liver failure, Portal Hypertension, Pancreatitis, Abdominal Compartment Syndrome.
- GU
- Hemodynamics
Introduction to Hemodynamics, PA Catheter, Interpreting Hemodynamic Values, SVO2 Monitoring, Therapeutic Interventions.
- Hemostasis/Immunology/Sepsis
Hemostasis, DIC, Immunology, Sepsis, SIRS
- Neuro
- Renal: Renal Failure, Dialysis, Introduction to CRRT

DATES: TBA

TIME: Varies. Schedule will be distributed

C.H.: TBA (Maximum 106.0)

ROOM: Jackson Medical Towers/Assigned Clinical Areas

FEE: Negotiable

AUDIENCE: RNs

Emergency Room Internship

The Emergency Room Internship is a 12-week training course that integrates 16 hours of classroom instruction with 24 hours of clinical preceptorship each week. The program is based on the Emergency Nurse’s Core Curriculum endorsed by the Emergency Nurses Association, an evidence-based model of specialty nursing practice.

DATES: TBA

TIME: Varies. Schedule will be distributed.

ROOM: Jackson Medical Towers

FEE: Negotiable

AUDIENCE: RNs

Medical-Surgical RN Internship

The Medical-Surgical RN Internship is a 14 to 16 week transitional program offering a specialized orientation for graduate nurses or experienced nurses returning to an acute medical-surgical nursing care setting. The program provides a combination of both didactic and clinical experiences through faculty-facilitated classroom and clinical preceptorship experiences. The cornerstone of both didactic and clinical experiences is helping participants develop sound critical thinking and clinical decision-making skills. For this reason, throughout the program faculty will utilize learning strategies such as case studies, skill review and nursing critical thinking rounds.

TOPICS:

- IV Therapy 2 hours
- Phlebotomy 2 hours
- VADs 2 hours
- Common Inpatient Diagnoses 2 hours
- Respiratory System: 2 or 4 hours
Diagnostic Studies, Nursing Care
Core Measures, Common Drugs
- Acid-Base Imbalance 2 hours
- Fluid and Electrolyte Imbalances 2 hours
- Wound & Ostomy Care 4 hours
- GU System 2 or 4 hours
Common Inpatient Diagnoses,
Diagnostic Studies, Nursing Care,
Core Measures, Common Drugs
- Neurological System 2 or 4 hours
Common Inpatient Diagnoses,
Diagnostic Studies, Nursing Care,
Core Measures, Common Drugs.
- GI System 2 or 4 hours
Common Inpatient Diagnoses,
Diagnostic Studies, Nursing Care,
Core measures, Common Drugs

- HIV & Immunology 2 hours
- Orthopedic and 2 or 4 hours
Muscular Skeletal System
- Infectious Diseases, TB, 2 hours
Herpes Z, Acinobacter, MRSA, VRE, Isolation
protocol
- Diabetes: 2 or 4 hours
Pathophysiology, Types, Medication
and Dietary Management,
Complications, Skin/Foot care, POCT,
etc.
- Critical Thinking Skills
- Survey Readiness 2 hours
- Simulation Lab Teaching 2 hours
for all Systems

DATES: TBA

TIME: 8:00-4:30

C.H.: TBA

ROOM: Jackson Medical Towers/Assigned clinical
area

FEE: Negotiable

AUDIENCE: RNs

Operating Room Internship

The Operating Room Internship is a 6-month program. The first 80 hours is devoted to classroom time followed by 4-6 hours per week for the next 4 months.

DATES: TBA

TIME: Varies. Schedule will be distributed.

ROOM: Jackson Medical Towers

FEE: Negotiable

AUDIENCE: RNs

Pediatric Critical Care Internship

The Pediatric Critical Care Internship is for RNs working in a pediatric acute care setting. The internship lasts for 4 months and includes course work, clinical simulation and supervised hands-on patient care.

DATES: TBA

TIME: Varies. Schedule will be distributed

FEE: Negotiable

AUDIENCE: RNs

JHS RN RESIDENCY

The Residency runs 18 weeks in length and includes specialty internships:

- Medical-Surgical
- Emergency Room
- Operating Room
- Pediatric
- Pediatric ICU

Please contact Mercy Rodriguez at 305-585-7447

DATES: TBA

TIME: Varies. Schedule will be distributed

FEE: None. JHS employees only

AUDIENCE: RNs

LEADERSHIP

Nursing Leadership Development Series

This program provides Nurse Leaders with the concepts and practices that will enhance effectiveness in their leadership role.

DATES: TBA

Modules:

- 1: Leading 4.0 hours
- 2: Cultural Diversity 4.0 hours
- 3: Teamwork and Managing 4.0 hours
Change
- 4: Planning and Decision 4.0 hours
Making
- 5: Communication 4.0 hours
- 6: Financial Acumen 4.0 hours
- 6B: Financial Acumen (continued) 4.0 hours
- 7: How to Run a Meeting 4.0 hours
- 8: Selecting the Right 4.0 hours
Employee
- 9: Developing and 4.0 hours
Retaining Talent
- 10: Performance 4.0 hours
Management
- 11: Quality, Standards 6.0 hours
and Outcomes (ALL DAY)
- 12: Miscellaneous Topics 4.0 hours
- 13: Labor Relations/ 6.0 hours
Disciplinary Actions (ALL DAY)

TIME: 8:00-12:00 or 8:00-4:00
C.H.: Varies (See previous page)
ROOM: Jackson Medical Towers
FEE: None. JHS employees only
AUDIENCE: Nurse Leaders

Taking Charge: Skills for Staff Nurses

This class is designed for staff nurses who are looking to or already assume charge responsibilities. Sponsored by Education and Development.

DATES: 4/19, 11/16
TIME: 7:30-3:00
C.H.: 5.0
ROOM: Jackson Medical Towers
FEE: \$90
AUDIENCE: RNs

LICENSURE RENEWAL

Five-Hour Licensure Renewal Marathon

This five-hour class is designed to meet the State of Florida/DPR requirements for nursing content for Prevention of Medical Errors (PME), Domestic Violence (DV) and HIV Updates and some of the requirements for respiratory therapy and social work (Refer to your professional board for your CE requirements). **Each module may be taken alone. Not CME or Psychology approved. No late admissions to class will be permitted due to class length requirements.** Sponsored by Education and Development.

DATES: 3/22, 4/5
TIME: 7:30-2:30 (PME 7:30 a.m., DV 10:00 a.m. & HIV 1:00 p.m.)
C.H.: 5.0 (PME 2, DV 2, HIV 1)
ROOM: Jackson Medical Towers
FEE: \$90 (for ALL three)
AUDIENCE: Healthcare professionals

LUNCH AND LEARN

These one-hour programs occur during lunch from 12 noon to 1 p.m. unless stated otherwise. Location will be advertised via flyer. Sponsored by Education and Development.

DATES: TBA
TIME: TBA
C.H.: 1.0
ROOM: DTC
FEE: None. JHS employees only

Research Brown Bag

A monthly meeting that discusses all aspects of the research process. Sponsored by Education and Development.

AUDIENCE: ALL

Critical Care Updates

Updates on the latest, cutting edge critical care concepts or topic of interest. Sponsored by Education and Development.

AUDIENCE: Critical Care Nurses

Culture: Promoting an Environment of Respect at JHS

Program offers a variety of cultural and religious topics for healthcare professionals to increase their culture competency. Sponsored by Education and Development

AUDIENCE: ALL

Disaster Preparedness

Covers general principles of disaster preparedness and emergency management. Sponsored by Education and Development

AUDIENCE: ALL

Interdisciplinary Grand Rounds

Through the use of case studies participants can explore best practice and learn ways to enhance quality care.

AUDIENCE: ALL

NEW NURSE SUPPORT

This program is for new full-time nurses entering the Jackson Health System and is provided 2-3 months after orientation. Participants are scheduled in orientation. For information contact Mercy Rodriguez 305-585-7447

DATES: TBA

TIME: 7:30-3:00

C.H.: N/A

ROOM: Jackson Medical Towers

FEE: None. JHS employees only

PRACTICE COUNCILS

Facilitator Workshop

This course is for individuals who are interested in facilitating Unit Practice Councils. Sponsored by Education and Development.

DATES: 1/20, 2/3, 2/17, Per request

TIME: 7:30-3:00

C.H.: N/A

ROOM: Jackson Medical Towers

FEE: None. JHS employees only

How to Run a Meeting

This class is open to chair and co-chair members of a Unit Practice Council as well as anyone else who is responsible for running a meeting. Tips on meeting management will be discussed. Sponsored by Education and Development.

DATES: 2/2, 5/16, 9/7, Upon request

TIME: 7:30-12:00

C.H.: 4.0

ROOM: Jackson Medical Towers

FEE: None. JHS employees only

AUDIENCE: UPC chair and co-chair, others

New Member UPC Workshop

This class discusses the role of the Unit Practice Councils. Sponsored by Center for Nursing Excellence.

DATES: 3/29, 8/14

TIME: 7:30-3:00

C.H.: N/A

ROOM: Jackson Medical Towers

FEE: None. JHS employees only

Professional Practice Model

The goal of this one-day program is that all levels of nursing staff at JHS will demonstrate the behaviors related to the tenets of our Professional Practice Model (PPM). Topics include Relationship-Based Care, Cultural Competence, Transformational Leadership, Team Work, Professional Nursing Practice, Group Practice Care Delivery System, Resources and Outcomes. Learning will be facilitated by interactive exercises, videos and group discussions.

DATES: 1/30, 1/31, 2/1, 2/6, 2/10, 2/14, 2/15, 2/16, 2/23, 2/24, 2/28, 2/29, 3/5, 4/2, 4/4, 4/6, 4/10, 4/16, 4/18, 4/20, 4/30, 5/2, 5/11, 5/15, 5/29, 5/31, 6/5, 6/12, 6/14, 6/15, 6/18, 6/26, 6/29, 7/2, 7/5, 7/6, 7/16, 7/24, 7/30, 8/6, 8/10, 8/14, 8/20, 8/24, 8/28, 9/5, 9/11, 9/17, 9/19, 9/25, 10/1, 10/3, 10/5, 10/9, 10/15, 10/17, 10/23, 10/29, 10/31, 11/2, 11/5, 11/13, 11/15, 11/19, 11/27, 11/29, 12/3, 12/11

TIME: 7:30-4:00

C.H.: N/A

ROOM: Jackson Medical Towers

FEE: None. JHS employees only

AUDIENCE: All JHS employees

Sixth Annual Shared Governance Summit

This program is to celebrate the work of the Unit Practice Council Chairs and Facilitators. Sponsored by Center for Nursing Excellence.

DATE: 12/13

TIME: 8:30-10:30

C.H.: N/A

ROOM: DTC 259

FEE: None. JHS employees only

AUDIENCE: Unit Practice Council Chairs and Facilitators

PROFESSIONAL COUNCILS

Consult the Intranet Portal for dates and times

PERSONAL DEVELOPMENT FOR BUSINESS SUCCESS

Making a Career Shift

Explores various factors involved in a career shift: determining change readiness, identifying transferable skills, developing goal-oriented behaviors, identifying the elements of a career portfolio and marketing plan, and preparing for the interview. Afternoon session optional: practicing the interview. Sponsored by Education and Development.

DATES: TBA

TIME: 7:30-12:00 (1:00-3:00 optional)

C.H.: 4.0 or 6.0

ROOM: Jackson Medical Towers

FEE: \$40

AUDIENCE: All JHS employees

CROSS-REFERENCES: Change and Self-
Management

Self-Management

A development program focusing on: personal accountability, various image-building and organizational techniques including developing professional work habits, managing stress and time-management techniques. Sponsored by Education and Development.

DATES: TBA

TIME: 7:30-3:00

C.H.: 6.0

ROOM: Jackson Medical Towers

FEE: \$90

AUDIENCE: All JHS employees

CROSS-REFERENCE: Stress and Energy
Management for Healthcare
Professionals

SELF-CARE

The Aging Workforce: Challenges and Self-Care Considerations

With the mean age of nurses being the late forties, taking care of ourselves is essential. This program focuses on issues affecting healthcare professionals in mid-life including: heart healthy living, cancer prevention, menopause and psychosocial stressors. Impact of the aging work force on the nursing profession will also be discussed. Sponsored by Education and Development.

DATES: TBA

TIME: 7:30-3:30

C.H.: 6.0

ROOM: Jackson Medical Towers

FEE: \$90

AUDIENCE: Open to All

SELF-STUDY-COMPUTER-BASED

CARING: From Theory to Competence

This one-hour CBT program addresses the importance of the nurse-patient relationship as the cornerstone of professional nursing practice. It defines excellent care via Madeleine Leininger's Nursing Theory. It reviews the "CAN" approach to provide culturally sensitive care with focus on the patient.

TIME: 1 hour

C.H.: 1.0

AUDIENCE: All JHS employees

Diversity Matters

This CBT program provides an overview of the cultural diversity at Jackson Health System. It reviews general business values and how to support the business culture, and identifies behaviors that create a positive work environment. Sponsored by Education and Development.

TIME: 30 minutes

C.H.: None

AUDIENCE: All JHS employees

Generations: Age Diversity in the Workplace

This self-study program looks at the three major generational groups and offers strategies to foster a productive and collaborative work environment. Sponsored by Education and Development.

TIME: 1 hour

C.H.: 1.0

AUDIENCE: All JHS employees

CROSS-REFERENCE: Culture in the Workplace

The Respectful Workplace

This self-study program/CBT explores customer service qualities and behavior patterns essential for achieving success in a diverse work environment. Sponsored by Education and Development.

TIME: 1 hour

C.H.: 1.0

AUDIENCE: All JHS employees

CROSS-REFERENCE: Culture in the Workplace

NOTES:

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2012

January

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22	23	24	25	26	27	28
29	30	31				

July

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29	30	31				

February

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August

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March

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September

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23	24	25	26	27	28	29
30						

April

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1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

May

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

June

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					



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