

## Trinity Hospitals Clinical Ladder - Level Two Option Activities (CNA/NA)

In addition to meeting the practice standards for *Clinical Ladder Levels One and Two*, CNAs/NAs must select one activity from each of the following categories. You must complete the activity requirements and the accompanying paperwork within a one year period from your acceptance into *Clinical Ladder Level Two*. Any documentation needed to meet the *Level Two* requirements (see guidelines) should be kept by you in a personal file and submitted to your Nurse Manager when the work for all five categories is completed. The committee will use your documentation to determine whether the requirements for completion have been met.

Professionalism	Clinical Skills	Education	QI/Outcomes	Leadership
<ol style="list-style-type: none"> <li>1. Participate in 8 hours of community healthcare related volunteer activities</li> <li>2. Submit a healthcare related article/reminder to the TriniTimes, News&amp;Notes, or Nursing Newsletter having to do with your area or practice, or something related to patient care</li> <li>3. Develop a visual (bulletin board) or demonstration inservice for your unit</li> <li>4. Develop and present an inservice to the CNA class or at the CNA monthly meeting</li> <li>5. Read two articles or view two video programs having to do with changes going on in medicine today, then write a two page essay discussing the impact of these changes on patient care</li> <li>6. Develop a customer service project and implement it on your unit.</li> <li>7. Develop your own project - present a</li> </ol>	<ol style="list-style-type: none"> <li>1. Learn and accept responsibility for at least two additional skills as appropriate to your level of practice</li> <li>2. Shadow complementary medicine practitioner for 12 hours. e.g. <ul style="list-style-type: none"> <li>• Massage therapist</li> <li>• Reflexologist</li> <li>• Physical therapist</li> <li>• Occupational therapist</li> <li>• Speech therapist</li> <li>• Chiropractor</li> </ul> </li> <li>3. Observe a surgery and write a brief note on what you learned and how it related to your practice</li> <li>4. Shadow medical/health related personnel for 12 hours e.g. <ul style="list-style-type: none"> <li>• Cancer Care nurse</li> <li>• Home Health nurse</li> <li>• Hospice nurse</li> <li>• Diabetic Educator</li> <li>• Wound Nurse</li> <li>• Emergency Room nurse</li> <li>• KDU nurse</li> <li>• Discharge Coordinator</li> <li>• Infection Control nurse</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>1. CNA certification by challenge exam. (CNA status is a requirement for hire, so this point can only be chosen if the NA chooses to become a CNA by challenging the exam.)</li> <li>2. Successfully complete preceptor training course (not yet available)</li> <li>3. Obtain 10 hours of continuing nursing education above and beyond inservicing required on your unit</li> <li>4. Attend a local, regional or state healthcare educational event and report back to CNA class</li> <li>5. Attend an EMS class</li> <li>6. Participate in a class other than nursing that supports your health and wellness <ul style="list-style-type: none"> <li>• Tai Chi</li> <li>• Exercise program</li> <li>• Strengthening program</li> <li>• Running/walking program</li> <li>• Meditation</li> <li>• Weight loss program</li> <li>• Stress reduction program</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>1. Shadow Quality Improvement personnel for 4 hours/document how something you learned related to your practice</li> <li>2. Go to 4 Quality Improvement meetings (Patient Safety, Core Measure, etc.). Document how something you learned related to your practice</li> <li>3. Participate in a QI activity on your unit/assist person doing the quality study so you understand the goal of the study and how data collection works - document your learning experience</li> <li>4. Initiate and implement a cost saving initiative on your unit</li> <li>5. Develop a tool or process change that improves practice, or patient/staff satisfaction - submit it to your nurse manager</li> <li>6. Assist in the revision of a nursing policy and procedure - see process though to approval</li> <li>7. Develop your own project - present a proposal to the Clinical Ladder Committee</li> </ol>	<ol style="list-style-type: none"> <li>1. Accept additional unit responsibility <ul style="list-style-type: none"> <li>• Cleaning</li> <li>• Ordering</li> <li>• Stocking</li> <li>• Handling lost and found</li> </ul> </li> <li>2. Work extra shifts when the census is high as requested by Nurse Manager, Supervisor, and Staffing Office. (40 hours in a 12 month period - can only be used every other application period.)</li> <li>3. Accept responsibility for learning one area of practice or care very well and teaching it to three colleagues</li> <li>4. Provide tours or orientation for high school student(s) (at least twice).</li> <li>5. Coach/tutor CNA(s) studying for CNA exam and serve as actor for CNA class</li> <li>6. Develop your own project - present a</li> </ol>

**Trinity Hospitals Clinical Ladder - Level Two Option Activities (CNA/NA) CONTINUED...**

<b>Professionalism</b>	<b>Clinical Skills</b>	<b>Education</b>	<b>QI/Outcomes</b>	<b>Leadership</b>
<p>proposal to the Clinical Ladder Committee</p>	<ul style="list-style-type: none"> <li>• GI lab or ICU nurse</li> <li>• Funeral home director</li> <li>• EMS</li> <li>• ND Drug Task Force</li> <li>• Counselor/Social Worker</li> </ul> <p>5. Tour a treatment facility or specialized healthcare facility - write a two page essay on your experience (e.g. what you learned, how it affects your practice, etc.)</p> <p>6. Become a BLS instructor or help set up for and assist instructor with an 8 hour class</p> <p>7. Precept a new employee at least 75% of their orientation</p> <p>8. Develop your own project - present a proposal to the Clinical Ladder Committee</p>	<p>7. Train as a hospice volunteer</p> <p>8. Take a first aid course</p> <p>9. Develop your own project - present a proposal to the Clinical Ladder Committee</p>		<p>proposal to the Clinical Ladder Committee</p>