Utah SIP 1 Work Plan Report: November 1, 2014 – January 31, 2015
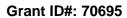Project: Utah Nurse Residency Implementation Program
Project Leads: Maureen Keefe & Juliana Preston
Area of Focus: Implement nurse residency programs

Project Goal #1: To increase the number of formalized, evidence-based, yearlong residency programs (from 1 to 6) in Utah supporting registered nurses in the transition into practice.

Objectives / Measurable Outcomes	Action Steps	Target Date	Responsible Party	18 month deliverable(s) status	November '14 – January '15 Action Step Progress [Please update]	24 month deliverable(s) status
1.1 Build a statewide consortium of RN residency program partners (from schools of nursing and hospitals)	1.1a Identify Education & Practice Lead for each site	Feb-13	Grant Coordinator	Leads identified at each site, communication preferences, and contact information documented ☐ May not meet ☐ On target to meet ☒ Complete	☐ Have not started ☐ In progress ☒ Complete Notes: Updates made to reflect any changes, list always kept current and distributed at each nurse residency meeting.	Documentation of leadership changes ☐ May not meet ☐ On target to meet ☒ Complete Notes: Leadership changes and contact information routinely updated as needed. List is always current for nurse residency participation.
	1.1b Convene first quarterly meeting of consortium partners	Feb-April 13	PI and Grant Coordinator	Communication network established by consortium, including primary contact information for each site lead; ListServe, Newsletter, or Group	☐ Have not started ☐ In progress ☒ Complete Notes: Bimonthly or quarterly coordinating meetings regularly held.	Documentation of quarterly meetings ☐ May not meet ☐ On target to meet ☒ Complete Notes: Coordinating meetings are held every 2 months (complete meeting minutes available upon request).

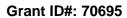| Objectives / Measurable Outcomes	Action Steps	Target Date	Responsible Party	18 month deliverable(s) status	November '14 – January '15 Action Step Progress [Please update]	24 month deliverable(s) status
				Conference Calls as agreed upon by the partners ☐ May not meet ☐ On target to meet ☒ Complete		
	1.1c Initiate residency program in 5 new sites	July-14 ***Written Reports Attached to this Document: 1) a RN Residency Program Partners (including hospital partne***	Education/Practice leads at each site & Grant Coordinator	Initiation of 3 new RN Residency pilots; documentation of implementation date and numbers enrolled ☐ May not meet ☐ On target to meet ☒ Complete **Notes:** We exceeded the grant goals in this area. Presently, 5 nurse residency programs are operational	☐ Have not started ☐ In progress ☒ Complete Notes: Nurse residency programs operational in all Utah acute care hospitals. Grant goal of 5 new sites exceeded by additional 3 new nurse residency sites, for a total of 8 sites. Participants: 1) Davis Regional Medical Center, 2)Huntsman Cancer Hospital, 3)Salt Lake Veteran's Administration Hospital , 4) St. Mark's Hospital, 5) Utah Valley Regional Medical Center, 6) Dixie Regional Medical Center, 7) Salt Lake Regional Medical Center*, and 8) University of Utah Hospital*.	Total of 5 RN Residency Programs Across the State; enrollment, process, and program information documented ☐ May not meet ☐ On target to meet ☒ Complete **Notes:** 8 RN Residency Programs are operational across the state, involving all acute care hospital corporations. ***Written Report for Objective1 .1 Deliverables Attached to this Document: 1) Final Report of RN***

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		rs, education partners, cohorts/year, start dates and length, cohort size, and pilot launch date) 2) course outlines/summaries for all nurse residency programs operational.		(Davis Hospital, Salt Lake City VA Hospital, Huntsman Cancer Hospital, Utah Valley Regional Medical Center, and Dixie Regional Medical Center). <u>*Written Reports Attached to this Document:*</u> *1) a RN Residency Program Partners (including hospital partners, education partners, cohorts/year, start dates and length, cohort size, and pilot launch date) 2) course outlines/summaries for all*	* Presently in planning stage, will accept nurse residents in January 2015.	*Residency Program Partners (including hospital partners, education partners, cohorts/year, start dates and length, cohort size, and pilot launch date)*

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				nurse residency programs operational.		
1.2 Provide coaching and resources to facilitate design, implementation and evaluation of each residency program	1.2a Creation of Competency toolkit	Feb - April 13	PI, Grant Coordinator, Consortium	Toolkit distributed to consortium and residency sites ☐ May not meet ☐ On target to meet ☒ Complete	☐ Have not started ☐ In progress ☒ Complete Notes: Please reference 18 month deliverables.	Toolkit available for future residency programs ☐ May not meet ☐ On target to meet ☒ Complete
	1.2b Instructional meeting with residency partner teams regarding program creation, implementation and evaluation	March - July 14	Grant Coordinator	Instruction on implementation and evaluation process complete for each site ☐ May not meet ☐ On target to meet ☒ Complete **Notes:** Complete for all 5 operating	☐ Have not started ☐ In progress ☒ Complete **Notes:** At a minimum, all 8 nurse residency programs have had at least one instructional on-site meeting to date. Bimonthly nurse residency coordinating meetings also serve as coaching meetings to all sites.	

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				nurse residency programs.		
	1.2c Site visits to each residency program in order to answer questions and provide recommendations	March-July 14; at least quarterly	Grant Coordinator	Coaching is documented through visit/communication summaries ☐ May not meet ☐ On target to meet ☒ Complete	☐ Have not started ☐ In progress ☒ Complete Notes: Complete for all 8 nurse residency programs.	Coaching is documented through visit/communication summaries ☐ May not meet ☐ On target to meet ☒ Complete **Notes:**
	1.2d Create and complete evaluation plan with each residency site.	March-July 14	Grant Coordinator	Evaluation plan is created and implemented ☐ May not meet ☐ On target to meet ☒ Complete ***Written Reports Attached: 1) Lessons Learned 2) Promising Practices 3) RN Residency***	☐ Have not started ☐ In progress ☒ Complete Notes: Reference 18 month deliverables. Evaluation of programs remains ongoing.	Evaluation plans are documented and complete ☐ May not meet ☐ On target to meet ☒ Complete ***Written Reports for Objective 1.2 Deliverables Attached: 1) Lessons Learned – Final Report 2) Promising Practices – Final Report 3) Utah's Nurse Residency***

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				Program Partners (including hospital partners, education partners, cohorts/year, start dates and length, cohort size, and pilot launch date)		*Final Program Evaluation Report*

Project Goal #2: To achieve measurable consistency and quality in Utah residency program curriculum, implementation and evaluation.

Objectives / Measurable Outcomes	Action Steps	Target Date	Responsible Party	18 month deliverable(s) status	November '14 – January '15 Action Step Progress [Please update]	24 month deliverable(s) status
Develop and provide core components and resources (educational materials, tool, teaching strategies, best practices) for shared use by programs in implementation and evaluation	1.1 Environmental scan assessment of current approaches to orientation, internship, or residency	April-13	Program Coordinator	1.1 Completed assessment with gap and overlap analysis ☐ May not meet ☐ On target to meet ☒ Complete	☐ Have not started ☐ In progress ☒ Complete Notes:	1.1 Participant evaluation of limited redundancies and increased efficiency ☐ May not meet ☐ On target to meet ☒ Complete Please reference Utah Nurse Residency Final Program Evaluation Report
	1.2 Develop model for curriculum, mentoring and seamless transition into clinical practice	May-13	UACH Coordinating Council	1.2 Report outlining model chosen, education and practice team members ☐ May not meet ☐ On target to meet ☒ Complete **Written Reports Attached: 1) Tool Kit, Reference Curriculum Summary section 2)** *RN Residency Program Partners (including hospital*	☐ Have not started ☐ In progress ☒ Complete Notes: Please reference 18 month deliverables.	

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				partners, education partners, cohorts/year, start dates and length, cohort size, and pilot launch date).		
	1.3 Purchase UHC Residency Tool kit. Create online repository using infrastructure CANVAS to share educational resources	Jun-13	Program Coordinator/ Analyst	1.3 Demonstration / documentation of platform availability and educational resources in place ☐ May not meet ☐ On target to meet ☒ Complete *Written Report Attached:* **1) Chart on Platform Availability and Education Resources in Place.**	SharePoint is the medium used for sharing education resources.	1.3 Documentation of resources accessed on CANVAS by all residency programs ☐ May not meet ☐ On target to meet ☒ Complete Note: Please reference Utah's Nurse Residency Program Evaluation Final Report
	1.4 Develop a mechanism to share simulation training resources, IPE training modules and specialty	July-13	Program Coordinator	1.4 Simulation and IPE training modules integrated into all residency programs ☐ May not meet ☐ On target to meet ☒ Complete *Written Report Attached:* **1) Chart on Platform**	☐ Have not started ☐ In progress ☒ Complete Notes: Reference 18 month deliverables.	

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	clinical training experiences			*Availability and Education Resources in Place.*		
Design and implement a coordinated system to capture data for program	2.1 Develop and implement a centralized web (Redcap) survey to capture complete data from individual residents	July-13	Program Coordinator/ Analyst	2.1 Recap of data site, all surveys completed and returned to UACH ☐ May not meet ☐ On target to meet ☒ Complete **Notes:** Only surveys incomplete are those that residents refused to complete, as per REDCap.	☐ Have not started ☐ In progress ☒ Complete Notes: Continuing to collect REDCap data at nurse residency sites and working with coordinators to ensure data is complete.	
	2.2 Collect hospital-based data on key nurse resident and program metrics	Dec-13	Program Coordinator/ Analyst	2.2 Results of program and resident surveys *Written Reports Attached: 1) REDCap hospital data summaries/charts (notes: 1) main data reported – there is a multitude of data variables being collected and also are available upon request 2) two nurse residency programs*	☐ Have not started ☐ In progress ☒ Complete Notes: Reference 18 month deliverables. Continuing to collect REDCap data and nurse residency retention data.	2.2. Report on degree of adherence with recommended core components for an evidenced-based RN Residency program (100% by month 24) ☐ May not meet ☐ On target to meet ☒ Complete Please reference Utah's Nurse Residency Program Evaluation Final Report 2.2 Report on use of core resources for

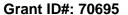| Objectives / Measurable Outcomes	Action Steps	Target Date	Responsible Party	18 month deliverable(s) status	November '14 – January '15 Action Step Progress [Please update]	24 month deliverable(s) status
				also reporting six month required data sets) Retention and Termination Rates Chart – year 1. 2.2 Report on use of core resources for program planning and implementation by RN Residency partners (analytics to capture patterns of use) ☐ May not meet ☐ On target to meet ☒ Complete **_Written Report Attached:_ 1) Nurse Residency Tool Kit, 18-Month Evaluation.**		program planning and implementation by RN Residency partners (analytics to capture patterns of use) ☐ May not meet ☐ On target to meet ☒ Complete Please reference Utah's Nurse Residency Program Evaluation Final Report
	2.3 Collect hospital-based data on key outcomes metrics (e.g. vacancy, turnover, retention,	Jun-14	Program Coordinator/ Analyst	2.3 Results of hospital surveys -Number of programs that have initiated resident training -Number of residents in training -Comprehensive	☐ Have not started ☐ In progress ☒ Complete Notes: Reference 18 month deliverables. Continuing to collect REDCap and nurse residency retention, turnover, and	Total of 5 RN Residency Programs Across the State; enrollment, process, and program information documented ☐ May not meet ☐ On target to meet

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	and educational preparation)			Team Assessments/evaluation of redundancy -Hospital data on key nurse and program metrics -Hospital data on key outcome measures (vacancy, turnover, retention, educational preparation) ☐ May not meet ☐ On target to meet ☒ Complete ***Written Reports Attached: 1) RN Residency Program Partners (including hospital partners, education partners, cohorts/year, start dates and length, cohort size, and pilot launch date) 2) REDCap hospital data summaries/charts (note: 2 nurse residency programs also reporting 6 month required data sets) 3) Retention and***	educational preparation data.	☒ Complete Notes: 8 RN Residency Programs are operational across the state, involving all acute care hospital corporations. Please reference Report of RN Residency Program Partners (including hospital partners, education partners, cohorts/year, start dates and length, cohort size, and pilot launch date) and Utah's Nurse Residency Program Evaluation Final Report

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				Termination Rates Chart – year 1. 2.3 Completeness of data for program evaluation and national benchmarking (50% by month 18) ☐ May not meet ☐ On target to meet ☒ Complete		
						Toolkit available for future residency programs ☐ May not meet ☐ On target to meet ☒ Complete

Project Goal 3: Increase gender and ethnic diversity of new RN graduates that have access to RN Residency Programs to create a RN workforce that is at least as diverse as the population served.

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3.1 Design and implement a targeted recruitment strategy to support the successful recruitment of a diverse pool	3.1a Develop website and recruitment materials and advertisements to attract and recruit ethnically diverse nursing students.	Mar-13	Education partners	Website tracking in place with utilization rates reported. ☐ May not meet ☐ On target to meet ☒ Complete ***Written Report Attached: 1) Diversity Website Tracking***	☐ Have not started ☐ In progress ☒ Complete Notes: To further our work, we are developing a website and pamphlet geared to middle school and high school students. SIP1 staff will be attending the annual Utah School Counselors Association Conference in St. George, Utah on November 15th. The Utah Action Coalition for Health (UACH) will have a booth at the conference. Goal is to educate high school counselors on the nursing profession and target schools/counselors with a high minority population.	Website tracking reflects trends and successful recruitment of minorities. ☐ May not meet ☐ On target to meet ☒ Complete Please reference Diversity Final Report 5% increased diversity of applicant pool and residents per hospital site ☐ May not meet ☐ On target to meet ☒ Complete Please reference Diversity Final Reports, which indicate an 8% increase in diverse nurse residents enrolled.

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	3.1b Create career fair/booths and information for graduating diverse students	Aug - 13			☐ Have not started ☐ In progress ☒ Complete Notes: See above notation on attendance at the Utah Schools Counselors Association Conference on November 15th.	
	3.1c Nursing programs track and share data regarding the diversity of their students and graduates.	Oct - 13	UONL - ALC	Diversity data reported by all the schools ☐ May not meet ☐ On target to meet ☒ Complete ***Written Report Attached: 1) Copy of 2012-2013 UONL Summary of Nursing Student Data***	☐ Have not started ☐ In progress ☒ Complete Notes: We are continuing to track this data in conjunction with the Utah Nurse Data Center/Utah Medical Education Council. RN surveys distributed to all licensed RNs statewide in September 2014. Nursing education programs also surveyed in September 2014 by the Utah Nurse Data Center, including	Diversity trends reported and shared with education and practice partners ☐ May not meet ☐ On target to meet ☒ Complete Please reference Diversity Final Report

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					nursing student diversity information.	
	3.1d Advise and assist in recruitment of diverse students ready to graduate	May & Aug 13	Education partners		☐ Have not started ☐ In progress ☒ Complete Notes: See above notes on data collection and work with the Utah School Counselors Association.	
3.2 Ensure retention of ethnically diverse new RN graduates	3.2a Assess needs (baseline – current diversity of RN employees) and organizational culture and climate supporting diversity in each site	April - 13	Hospital partners	Interim feedback used to identify retention issues ☐ May not meet ☐ On target to meet ☒ Complete ***Written Report Attached: 1) Retention Rates of Racially and Ethnically Diverse New RN Graduates***	☐ Have not started ☐ In progress ☒ Complete Notes: See 18 month deliverables.	Increased retention rates in diverse employees for hospital partners ☐ May not meet ☐ On target to meet ☒ Complete Please reference Diversity Final Report
	3.2b Develop site specific diversity action plan		Hospital partners	Action plans in place in each site ☐ May not meet ☐ On target to meet ☒ Complete	☐ Have not started ☐ In progress ☒ Complete Notes: Along with individual site action	Action plans in place in each site ☐ May not meet ☐ On target to meet ☒ Complete

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					plans, the UACH is addressing this issue on a statewide basis through data collection, establishment of the Utah Hispanic Nurses Association, and cultural sensitivity nurse residency curriculum.	
	3.2c Develop system to capture diversity data across sites and compare to statewide trends	Jun - 13	Program Coordinator/ Analyst	Data collection system in place ☐ May not meet ☐ On target to meet ☒ Complete ***Written Report Attached: 1) Diversity Website Tracking***	☐ Have not started ☐ In progress ☒ Complete Notes: See note above under Section 3.1c.	Data collected and available across sites. ☐ May not meet ☐ On target to meet ☒ Complete Please reference Diversity Final Report
	3.2d Imbed diversity data collection strategies	Dec - 13	Hospital partners	Data collection system in place ☐ May not meet ☐ On target to meet ☒ Complete	☐ Have not started ☐ In progress ☒ Complete Notes: See Section 3.1c.	

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	within hospital based outcomes, nurse resident measures and program metrics					
3.3 Establish a Utah state chapter of Hispanic Nurses Associate or Multicultural Nurses Association	3.3a Identify key leads and stakeholders.	March - 13	UONL		☐ Have not started ☐ In progress ☒ Complete Notes: Kick-off meeting of Utah Hispanic Nurses Association to be held on November 17th. Broad-based recruitment of Hispanic nursing students presently underway.	
	3.3b Recruit members and submit application to establish state chapter	June – 13	UONL	Charter application submitted ☐ May not meet ☐ On target to meet ☒ Complete	☐ Have not started ☐ In progress ☒ Complete Notes: RN member recruitment done but working now on Hispanic student nurses. All state	Charter members recruited ☐ May not meet ☐ On target to meet ☒ Complete Please reference Diversity Final Report

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					chapter paperwork submitted.	
	3.3c Provide information on RN Residency Programs in state to organization	June - 13	Program Coordinator/ Analyst		☐ Have not started ☐ In progress ☒ Complete Notes: Regular ongoing, periodic reports planned for the UACH and the nurse residency programs on the activities of the Utah Hispanic Nurses Association.	Information submitted and utilized by Residency Programs ☐ May not meet ☐ On target to meet ☒ Complete

Please note:

1. If you are concerned about the possibility of not meeting a deliverable, please explain the challenge and discuss any strategies you think would be helpful in getting back on track. We encourage and welcome you to contact the National Program Office to discuss this as well. We are here to help navigate any challenges you are experiencing. Contact Jennifer Peed at 202-434-3848, or email sip@aarp.org

2. Please submit any staffing changes and contact information to the SIP National Program Office (sip@aarp.org) as soon as the change occurs – it is no longer necessary to provide that information in this document.