NEW HAMPSHIRE NURSES’ ASSOCIATION

FALL 2019 ANNUAL MEMBER MEETING

November 20, 2019 5:00 p.m.

Currier Museum of Art, Manchester – Nashua, NH

Agenda:

Welcome / Call to Order President Ferrier 3 min
Establishment of Quorum Secretary Kallmerten 2 min
Introduction of Board Members President Ferrier 5 min
Review of Election Results President Ferrier 5 min
Q&A on Annual Reports NHNA Board 10 min
Discussion of Proposed Bylaw Changes Carmen Petrin 50 min

Adjournment

Table of Contents:

President’s Report Carlene Ferrier Page 2
2020 Budget Barbarajo Bockenhauer Page 16
Commission on Government Affairs Pamela DiNapoli Page 17
Commission on Nursing Practice Lyndsay Goss Page 24
Commission on Continuing Education Amy Guthrie & Kris Irwin Page 29
Membership/Communications Coordinator Paula MacKinnon Page 31
NEMSD Education Unit Carol Hodges Page 32
Vision: Inspire New Hampshire Nurses as leaders to expand the impact of the nursing profession to improve the health of the people of New Hampshire.

Mission: As a Constituent State Nurses Association of the American Nurses Association, the New Hampshire Nurses Association (NHNA) exists to promote nursing practice and the wellbeing of New Hampshire nurses by providing professional development, fostering nurse innovation, and leading in health advocacy to enhance the health of the people of New Hampshire.

Core Values: Autonomy, Collaboration, Respect, Professionalism, Innovation, Safety, Integrity, Data-driven, Promotion of Evidenced-Based Practice (EBP), and Leadership—all nurses are leaders

NHNA is a volunteer led, staff supported organization and relies on engaged volunteers to carry out the mission, vision and strategic plan. As president, I applied the nursing process to all programs and activities and integrated our core values to ensure program development and investments are based on data, EBP and evaluation. This report, based on the Strategic Plan, provides a year-in-review of the hard work carried out by two paid staff, and the many volunteers who make up the NHNA Board of Directors, Commissions and Task Forces, to achieve the mission of NHNA.

Strategic Plan 2017-2020

Strategic Goal #1: Membership: Growth and Sustainability

Goal: Strengthen and actively grow a relevant and financially secure organization.
New Hampshire Nurses’ Association

NHNA Membership Growth by Month
Dec 2012 to Sep 2019

Note: peak growth occurred in 2014/2015 with the institution of ANA Value Pricing Program, steady growth since.

NHNA Membership Growth by Month
Dec 2016 to Sep 2019

Note: dotted line reflects what membership would look like with no attrition, solid lines is actual membership.
A Business Plan was developed based on the Strategic Plan 2017-2020. Refer to the balanced budget which includes a new investment in a Membership & Communications Coordinator, Paula MacKinnon, to design digital media campaigns, increase web presence, maintain a strong organizational voice through social media, and to develop a bi-weekly E-Flash to provide an update on NHNA activities and events and reduce the number of discrete emails to members. McKinnon also supports the Commission Chairs and the Nurse Executive Director (ED), Joan Widmer, in the application of EBP volunteer development and mentoring programs. Between October 2018 and October 2019, Facebook followers have increased from 756 to 934, Twitter followers have increased from 71 to 114, and Instagram from zero to 258.

In an effort to address attrition, NHNA has made an investment in a new NH Center for Nonprofits initiative, High Impact Volunteer Engagement (HIVE) Program, an intensive, cohort-based training, coaching and education program that will build the Association’s capacity to fulfill its mission. The program continues through October, 2020. An evaluation summary with recommendations will be presented. Goals of the HIVE Program:

Note: shows monthly incremental new/reinstated members compared to monthly cancelled members.
NEW HAMPSHIRE NURSES’ ASSOCIATION

- Develop an on-boarding program for new volunteers to increase the success of each volunteer and for their clear awareness of their vital role in the work of the organization; providing volunteers with the tools they need to effectively and actively participate.
- Increase the effectiveness of the recruitment of new volunteers for elected and appointed positions to increase the number of members volunteering for these roles, particularly targeting early-career members.
- Develop a new volunteer mentor program, pairing experienced volunteers with novice volunteers.

<table>
<thead>
<tr>
<th>Program</th>
<th>Registered</th>
<th>Actual Attendance</th>
<th>NHNA Members Attending</th>
<th>Actual Attendance Growth</th>
<th>NHNA Member Growth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legislative Town Hall Forum-2017</td>
<td>231</td>
<td>112</td>
<td>37</td>
<td>80.4%</td>
<td>78.4%</td>
</tr>
<tr>
<td>Legislative Town Hall Forum-2018</td>
<td>347</td>
<td>202</td>
<td>66</td>
<td>1.0%</td>
<td>-40.9%</td>
</tr>
<tr>
<td>Legislative Town Hall Forum-2019</td>
<td>226</td>
<td>204</td>
<td>39</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Breakfast for Legislators-2017</td>
<td>N/A</td>
<td>11</td>
<td>11</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Breakfast for Legislators-2018</td>
<td>N/A</td>
<td>7</td>
<td>7</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Breakfast for Legislators-2019</td>
<td>N/A</td>
<td>16</td>
<td>16</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Graduating Student Conference-2017</td>
<td>258</td>
<td>242</td>
<td>Nil</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Graduating Student Conference-2018</td>
<td>224</td>
<td>204</td>
<td>Nil</td>
<td>-15.7%</td>
<td>N/A</td>
</tr>
<tr>
<td>Graduating Student Conference-2019</td>
<td>343</td>
<td>333</td>
<td>Nil</td>
<td>63.2%</td>
<td>N/A</td>
</tr>
<tr>
<td>Innovation &amp; QI Conference-2019</td>
<td>N/A</td>
<td>64</td>
<td>17</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spotlight on Nursing-2017</td>
<td>69</td>
<td>56</td>
<td>14</td>
<td>-26.8%</td>
<td>7.1%</td>
</tr>
<tr>
<td>Spotlight on Nursing-2018</td>
<td>55</td>
<td>41</td>
<td>15</td>
<td>-22.0%</td>
<td>13.3%</td>
</tr>
<tr>
<td>Spotlight on Nursing-2019</td>
<td>37</td>
<td>32</td>
<td>17</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Healthy Nurses Scholarship SK-2017</td>
<td>78</td>
<td>78</td>
<td>N/A</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Healthy Nurses Scholarship SK-2018</td>
<td>65</td>
<td>65</td>
<td>N/A</td>
<td>-16.7%</td>
<td>N/A</td>
</tr>
<tr>
<td>Healthy Nurses Scholarship SK-2019</td>
<td>66</td>
<td>43</td>
<td>N/A</td>
<td>-33.8%</td>
<td>N/A</td>
</tr>
<tr>
<td>Annual Meeting-2017</td>
<td>155</td>
<td>116</td>
<td>52</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual Meeting-2018</td>
<td>103</td>
<td>97</td>
<td>42</td>
<td>-16.4%</td>
<td>-19.2%</td>
</tr>
<tr>
<td>Annual Meeting-2019</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Strategic Goal #2: Nursing Practice**

**Goal:** Advance nursing practice and promote wellness in New Hampshire.

- Commission on Nursing Practice issued position statement on Nursing Delegation.
- *Nursing and Beyond Conference:* 11/14/18 at River University, 6 presentations on current issues such as work life balance and resilience, leadership panel, 11 sponsors, 3 awards, 97 attendees.
NEW HAMPSHIRE NURSES’ ASSOCIATION

- **Graduating Student Nurse Conference**: 3/29/19 at Manchester Community College, opening remarks by Congressman Pappas, 8 presentations, 31 career fairs exhibitors, 14 sponsors, 333 attendees.

- **Innovation & Quality Improvement Conference**: 5/2/19 at Saint Anselm College, Keynote: Bonnie Clipper, ANA, VP of Practice and Innovation, Kate Collody WDH, & Faina Bukher, UNH, 7 QI project podium presentations, 4 QI project poster presentations, 64 attendees.


- **Spotlight on Nursing**: 6/13/19 Hosted by CNP at Granite State College, presentations on human trafficking, Michelle Poirier, Concord Hospital and nursing delegation, Carol Allen, SNHU, 32 attendees, non-perishables collected for The Friendly Kitchen.

- CNP created new Graduate Nurse Scholarship.

- **Healthy Nurse Scholarship 5K & Health Fair**, Hosted by Rivier University Student Nurses Association. This event supports NHNA’s commitment as a Champion of ANA’s Healthy Nurse Healthy Nation Program, 43 runners, 13 exhibitors, 3 scholarships awarded, $2,200.00 raised for the Healthy Nurse Scholarship Fund.

- Commission on Nursing Practice (CNP) has 6 members as of 10-31-19, with 4 potential new members on the 2019 Election ballot.

- Organizational Members: NH School Nursing Association.

**Strategic Goal #3: Advocacy**

**Goal**: Engage nurses in Advocacy.

- Formed the Legislative Advocacy Council to support the work of the Commission on Government Affairs (CGA). The Council consists of four teams led by CGA members, who provide encouragement to volunteers to become active advocates for public policy.
issues in the areas of public health, nursing licensure, mental/behavioral health and maternal/child health.

- **Investment** in sending ED to American Nurses Advocacy Institute. ED’s project was to create a tool box for NHNA website, including how to write a letter to the editor, how to draft an op-ed piece and resources for use by the Legislative Advocacy Council and other nurse advocates.

- **Investment** in sending ED to ANA Lobbyist Meeting to be apprised of hot legislative and regulatory topics such as compact licensure issues, nurse staffing, medical marijuana, workplace violence, Medicaid rules and other legislative and regulatory topics around the country.

- Sherrie Palmieri served on ANA’s Professional Policy Committee.

- **Legislative Town Hall Forum**: 1/29/19 at Granite State College and 9 other locations, available via Zoom Web conference, 10 Bills presented, 20 to be watched, 204 attendees.

- **Breakfast for Legislators**: An opportunity to meet with representatives to discuss relevant legislation, 12 attendees including Lobbyist Bob Dunn and Legislative Liaison, Rep. Polly Campion.

- Roundtable discussion with Congresswoman Annie Kuster on workforce issues and the Opioid Crisis on September 17, 2018.

- Roundtable discussion with Congressman Pappas on the high cost of prescription drugs on June 14, 2019.

- CGA issued position statement on Cannabis Legalization for Recreational Use.

- CGA has 7 members as of 10-31-19, with 3 potential new members on the 2019 Election ballot.

- **Appointment to state-wide Commissions and Task Forces**:  
  - Governor’s Commission on Alcohol and Drug Abuse, Intervention, Prevention and Treatment (Kate Thomson)  
  - Health Care Task Force (Cynthia Cohen)  
  - NH Commission on Primary Care Workforce (Pam DiNapoli)
New Hampshire Nurses’ Association

- NH Workforce Coalition (Joan Widmer, Pam DiNapoli)
- Seatbelts4All Coalition (Pam DiNapoli)
- Tobacco 21 Coalition (Pam DiNapoli)

NHNA made a significant investment in ED’s time to provide oral and written testimony on 10 Bills, with outcome of 7 wins, 1 partial win and 2 tabled for future consideration (Refer to website for details).

NHNA made a significant investment in ED’s time to address regulation issues involving the Board of Nursing (BON):

- **Deferred Action Childhood Arrivals and licensure eligibility in NH.** Submitted discussion on mechanisms other states use in lieu of SSN; but RSA:326 (practice act section that relates to nursing compact) requires an SSN, so legislative solution would be required to change. NHNA will work to educate nursing programs on the issue.

- **Nur 900 Rules (Alternative Recovery Monitoring Program).** Developed a coalition of nursing organizations to support alternative rules, drafted by Dr. Sally Garhart of NHPHP, to those presented, but subsequently rejected by JLCAR. The rules drafted by Dr. Garhart are more recovery friendly and consistent with the intent of the legislation (HB 1571) passed in 2018.

- **MOU between the Board of Pharmacy and Board of Nursing.** This pertains to the inspection and regulation of prescription drugs, including reconstitution of administrated medications. Submitted written concerns regarding the MOU and spoke at BON meetings on same.

- **Licensure for Foreign Educated Nurses.** Worked in partnership with a coalition of health care organizations to encourage BON to modify English language requirements to be more consistent with those of neighboring states, thereby increasing the number of foreign educated nurses eligible for licensure in NH.

- **Nur 704.04 Instructor Qualifications of LNA Programs.** At the request of a member, NHNA sent a letter requesting the BON consider a rule change to allow nurses to use Medical-Surgical or Intensive Care work experience in lieu of long-term care work.
experience to satisfy the geriatric nursing experience requirement. BON reported this requirement is based on a CMS regulation.

- LNA Licensure vs Certification (SB 273): Solicited testimony from NH Licensed Nursing Assistants to present before Legislative Committee studying whether nursing assistants should continue to be licensed, or change to certified status. Final report recommended retention of licensure requirement for nursing assistants.

- NHNA convened a meeting of nursing stakeholders to discuss the controversial topic of Nurse Anesthetists using the descriptor, Nurse Anesthesiologist. This was in response to numerous phone calls and emails in reference to Dr. Fetzer’s “In My Opinion” article, published in NHNA’s official publication, *New Hampshire Nursing News*.

**Strategic Goal #4: Nursing Professional Development**

**Goal:** Foster nursing professional development and continued education.

NHNA invested in supporting ED to complete training to become a Nurse Planner for the NEMSD and participate in quarterly NEMSD Nurse Planner/Reviewer meetings. The NEMSD Continuing Education Unit serves as the Approved Provider Unit for NHNA and this service is provided in exchange for NHNA annual dues of $6,000 (note: other services associated with this dues expense are the following shared services: Nursing Network website hosting, Association Voting, JotForms, and Grasshopper web-based phone system.) NHNA performs a quarterly ROI analysis to determine ongoing benefit/cost associated with continue participation in the NEMSD.

NHNA leadership instituted quarterly meetings of Commission on Continuing Education (CCE) to provide mentoring of newer nurse reviewers and address any issues as they arise. ED participates in these meeting to assess for effectiveness, volunteer satisfaction, communication, systems analysis and opportunities for improvement.

CCE has 7 members as of 10-31-19, with 1 potential new member on the 2019 Election ballot.

NHNA Board of Directors (BOD) maintains a standing agenda item: sharing insights on emerging issues in nursing, for ongoing discussion within the BOD.
New Hampshire’s Association for Registered Nurses
Established in 1906
A Constituent Member of the American Nurses Association

Strategic Goal #5: Leadership

Goal: Identify and mentor members to assume leadership roles within organization.

- NHNA President, Carlene Ferrier, attended many Commission meetings throughout the year and conducted analysis of Strengths, Weaknesses, Opportunities and Threats (SWOT) relative to volunteer participation, engagement, meeting effectiveness and opportunities for growth. Refer to summary below:
  
  S: Commission Chairs are committed to the mission and the goal and some volunteers are engaged.
  
  W: Attendance at meetings less than optimal and phone meetings are not conducive to engagement. Knowledge deficit of NHNA Bylaws, policies and procedures identified for all commissions.
  
  O: Mentoring and training newer volunteers. Need to increase “voice” of early career nurses and facilitate the development of leadership skills.
  
  T: Lack of engaged volunteers for future leadership roles in NHNA.

- NHNA invested in sending CNP Commission Chair to experience Membership Assembly, along with three other attendees including the President, President Elect and ED.

- NHNA invested in the ED to write numerous articles for New Hampshire Nursing News and solicit articles from members and other nursing organizations to raise awareness of the contributions of nursing to our communities and the profession.

- In terms of governance of the Association, the BOD follows The Standards for Excellence, An Ethics and Accountability Program for the Nonprofit Sector. As a result, NHNA updated the following documents this year:
  
  - Bylaws update for congruence with ANA Bylaws, completed by volunteers with previous experience drafting Bylaws (Bylaws Task Force).
  
  - Employee Handbook.
  
  - Volunteer Handbook including volunteer job descriptions.
  
  - General Policy Handbook.
  
  - Calendar of operation/fiscal deadlines.
New Hampshire Nurses’ Association

- NHNA formed the new Financial, Investments and Audit Task Force. This Task Force will meet quarterly, and provide recommendations to the BOD on financial performance to budget, budget preparation, and other fiduciary matters.
- NHNA will form a new Membership Task Force in January 2020, dedicated to increasing and improving membership and membership engagement.
- A draft Succession Plan will be submitted by the President to BOD for approval before the end of 2019.

Respectfully submitted,

Carlene Ferrier, President
# 2019 Sep Year-to-Date Treasurer’s Report

New Hampshire Nurses Association  
Comparison of 2019 YTD vs Budget vs 2018 YTD

## Revenue

<table>
<thead>
<tr>
<th>Category</th>
<th>2019 Act</th>
<th>2019 Bud</th>
<th>Variance</th>
<th>2018 Act</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dues</td>
<td>75,444.21</td>
<td>80,156.70</td>
<td>(4,712.49)</td>
<td>72,869.89</td>
<td>2,574.32</td>
</tr>
<tr>
<td>Continuing Education</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,236.39</td>
<td>(2,236.39)</td>
</tr>
<tr>
<td>Program/Events</td>
<td>36,869.70</td>
<td>30,375.00</td>
<td>6,494.70</td>
<td>29,236.63</td>
<td>7,633.07</td>
</tr>
<tr>
<td><strong>Total Program Revenue</strong></td>
<td>112,313.91</td>
<td>110,531.70</td>
<td>1,782.21</td>
<td>104,342.91</td>
<td>7,971.00</td>
</tr>
<tr>
<td>Website Advertising</td>
<td>2,350.00</td>
<td>3,750.30</td>
<td>(1,400.30)</td>
<td>-</td>
<td>2,350.00</td>
</tr>
<tr>
<td>Royalties</td>
<td>337.83</td>
<td>-</td>
<td>337.83</td>
<td>479.80</td>
<td>(141.97)</td>
</tr>
<tr>
<td>Interest/Dividends</td>
<td>3,002.25</td>
<td>3,750.30</td>
<td>(748.05)</td>
<td>5,230.62</td>
<td>(2,228.37)</td>
</tr>
<tr>
<td>Donations</td>
<td>100.00</td>
<td>74.70</td>
<td>25.30</td>
<td>100.00</td>
<td>0</td>
</tr>
<tr>
<td>Other</td>
<td>400.00</td>
<td>-</td>
<td>400.00</td>
<td>-</td>
<td>400.00</td>
</tr>
<tr>
<td><strong>Total Other Revenue</strong></td>
<td>6,190.08</td>
<td>7,575.30</td>
<td>(1,385.22)</td>
<td>5,810.42</td>
<td>379.66</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>118,503.99</td>
<td>118,107.00</td>
<td>396.99</td>
<td>110,153.33</td>
<td>8,350.66</td>
</tr>
</tbody>
</table>

## Expenses

<table>
<thead>
<tr>
<th>Category</th>
<th>2019 Act</th>
<th>2019 Bud</th>
<th>Variance</th>
<th>2018 Act</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payments for NE-MSD/ANA</td>
<td>4,741.60</td>
<td>4,725.00</td>
<td>(16.60)</td>
<td>16,733.59</td>
<td>11,991.99</td>
</tr>
<tr>
<td>Programs/Events</td>
<td>11,932.34</td>
<td>15,074.10</td>
<td>3,141.76</td>
<td>2,911.78</td>
<td>(9,020.56)</td>
</tr>
<tr>
<td>Legislative Consultant</td>
<td>12,049.97</td>
<td>11,812.50</td>
<td>(237.47)</td>
<td>11,300.20</td>
<td>(749.77)</td>
</tr>
<tr>
<td><strong>Total Program Expenses</strong></td>
<td>23,982.31</td>
<td>26,886.60</td>
<td>2,904.29</td>
<td>14,211.98</td>
<td>(9,770.33)</td>
</tr>
<tr>
<td>Payroll/Benefits</td>
<td>54,735.59</td>
<td>68,873.40</td>
<td>14,137.81</td>
<td>45,613.80</td>
<td>(9,121.79)</td>
</tr>
<tr>
<td>Professional Fees</td>
<td>1,030.00</td>
<td>925.20</td>
<td>(104.80)</td>
<td>1,337.50</td>
<td>307.50</td>
</tr>
<tr>
<td>ANA Meetings</td>
<td>1,660.11</td>
<td>2,812.50</td>
<td>1,152.39</td>
<td>507.86</td>
<td>(1,152.25)</td>
</tr>
<tr>
<td>Financial Support</td>
<td>2,248.97</td>
<td>1,915.20</td>
<td>(333.77)</td>
<td>1,915.24</td>
<td>(333.73)</td>
</tr>
<tr>
<td>Office Operations</td>
<td>5,290.73</td>
<td>5,341.50</td>
<td>50.77</td>
<td>5,003.75</td>
<td>(286.98)</td>
</tr>
<tr>
<td>Other Admin Expenses</td>
<td>4,790.33</td>
<td>5,480.10</td>
<td>689.77</td>
<td>5,480.46</td>
<td>690.13</td>
</tr>
<tr>
<td>Insurance</td>
<td>767.97</td>
<td>1,138.50</td>
<td>370.53</td>
<td>1,576.94</td>
<td>808.97</td>
</tr>
<tr>
<td><strong>Total Admin Expenses</strong></td>
<td>70,523.70</td>
<td>86,486.40</td>
<td>15,962.70</td>
<td>61,435.55</td>
<td>(9,088.15)</td>
</tr>
<tr>
<td>Misc</td>
<td>262.00</td>
<td>194.40</td>
<td>(67.60)</td>
<td>260.00</td>
<td>(2.00)</td>
</tr>
<tr>
<td>Taxes</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>99,509.61</td>
<td>118,292.40</td>
<td>18,782.79</td>
<td>92,641.12</td>
<td>(6,868.49)</td>
</tr>
<tr>
<td><strong>Net Income (Loss)</strong></td>
<td>18,994.38</td>
<td>(185.40)</td>
<td>19,179.78</td>
<td>17,512.21</td>
<td>1,482.17</td>
</tr>
</tbody>
</table>
NEW HAMPSHIRE NURSES’ ASSOCIATION

2019 Cum Revenue & Expenses by Month

Cum Revenue by Mth (2019 vs Budget vs 2018)
Expenses by Mth (2019 vs Budget vs 2018)

- 20,000
- 40,000
- 60,000
- 80,000
- 100,000
- 120,000
- 140,000
- 160,000

Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov

2019 Act
2018 Act
2019 Bud
# New Hampshire Nurses’ Association

## 2020 Budget

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dues</td>
<td>72,154</td>
<td>73,354</td>
<td>82,327</td>
<td>97,314</td>
<td>106,876</td>
<td>75,444</td>
<td>110,652</td>
</tr>
<tr>
<td>Continuing Education</td>
<td>25,322</td>
<td>16,037</td>
<td>-</td>
<td>2,236</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Programs/Events</td>
<td>15,344</td>
<td>14,346</td>
<td>36,691</td>
<td>42,610</td>
<td>40,500</td>
<td>36,870</td>
<td>42,000</td>
</tr>
<tr>
<td><strong>Total Programatic Revenue:</strong></td>
<td>112,820</td>
<td>103,736</td>
<td>119,018</td>
<td>142,160</td>
<td>147,376</td>
<td>112,314</td>
<td>152,652</td>
</tr>
<tr>
<td>Website Advertising</td>
<td>3,379</td>
<td>5,482</td>
<td>3,369</td>
<td>-</td>
<td>5,000</td>
<td>2,350</td>
<td>2,000</td>
</tr>
<tr>
<td>Royalties</td>
<td>522</td>
<td>156</td>
<td>720</td>
<td>576</td>
<td>-</td>
<td>-</td>
<td>338</td>
</tr>
<tr>
<td>Organizational Affiliates</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>400</td>
<td>700</td>
</tr>
<tr>
<td>Interest/Dividends</td>
<td>11,084</td>
<td>7,170</td>
<td>10,108</td>
<td>20,435</td>
<td>5,000</td>
<td>3,002</td>
<td>3,500</td>
</tr>
<tr>
<td>Donations</td>
<td>100</td>
<td>45</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
</tr>
<tr>
<td>Other</td>
<td>5,907</td>
<td>6,028</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Other Revenue:</strong></td>
<td>20,991</td>
<td>18,882</td>
<td>14,297</td>
<td>21,111</td>
<td>10,100</td>
<td>6,190</td>
<td>6,650</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>133,812</td>
<td>122,618</td>
<td>133,315</td>
<td>163,271</td>
<td>157,476</td>
<td>118,504</td>
<td>159,302</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payments to NE-MSD/ANA</td>
<td>6,845</td>
<td>6,776</td>
<td>22,825</td>
<td>22,296</td>
<td>6,300</td>
<td>4,742</td>
<td>6,300</td>
</tr>
<tr>
<td>Programs/Events</td>
<td>3,938</td>
<td>6,473</td>
<td>16,104</td>
<td>14,223</td>
<td>20,100</td>
<td>11,932</td>
<td>17,950</td>
</tr>
<tr>
<td>Legislative Consultant</td>
<td>15,050</td>
<td>15,050</td>
<td>15,050</td>
<td>15,050</td>
<td>15,750</td>
<td>12,050</td>
<td>17,000</td>
</tr>
<tr>
<td><strong>Total Program Expenses:</strong></td>
<td>18,988</td>
<td>21,523</td>
<td>31,154</td>
<td>29,273</td>
<td>35,850</td>
<td>23,982</td>
<td>34,950</td>
</tr>
<tr>
<td>Human Resources</td>
<td>40,371</td>
<td>80,950</td>
<td>45,001</td>
<td>63,866</td>
<td>91,831</td>
<td>54,736</td>
<td>85,411</td>
</tr>
<tr>
<td>Professional Fees</td>
<td>1,230</td>
<td>1,599</td>
<td>922</td>
<td>888</td>
<td>1,233</td>
<td>1,030</td>
<td>1,673</td>
</tr>
<tr>
<td>ANA Meetings</td>
<td>203</td>
<td>3,144</td>
<td>4,634</td>
<td>2,422</td>
<td>4,100</td>
<td>1,660</td>
<td>6,700</td>
</tr>
<tr>
<td>Investment Management</td>
<td>2,129</td>
<td>2,108</td>
<td>2,585</td>
<td>2,585</td>
<td>2,553</td>
<td>1,955</td>
<td>2,606</td>
</tr>
<tr>
<td>Office Operations</td>
<td>8,755</td>
<td>10,630</td>
<td>8,453</td>
<td>5,120</td>
<td>7,121</td>
<td>5,291</td>
<td>8,134</td>
</tr>
<tr>
<td>Other Administrative Expenses</td>
<td>3,076</td>
<td>5,468</td>
<td>5,725</td>
<td>7,973</td>
<td>7,217</td>
<td>5,347</td>
<td>6,886</td>
</tr>
<tr>
<td>Insurance</td>
<td>1,045</td>
<td>3,544</td>
<td>995</td>
<td>2,663</td>
<td>1,518</td>
<td>768</td>
<td>1,926</td>
</tr>
<tr>
<td><strong>Total Admin. Expenses:</strong></td>
<td>56,809</td>
<td>107,444</td>
<td>67,988</td>
<td>85,516</td>
<td>115,572</td>
<td>70,786</td>
<td>113,335</td>
</tr>
<tr>
<td>Taxes</td>
<td>27</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>82,669</td>
<td>135,742</td>
<td>121,427</td>
<td>137,085</td>
<td>157,722</td>
<td>99,510</td>
<td>154,585</td>
</tr>
<tr>
<td><strong>Net Income (Loss)</strong></td>
<td>51,142</td>
<td>(13,124)</td>
<td>11,888</td>
<td>26,186</td>
<td>(246)</td>
<td>18,994</td>
<td>4,717</td>
</tr>
</tbody>
</table>
2019 Commission on Government Affairs Report

The Commission on Government Affairs met monthly from January to June (with the exception of May). Pam DiNapoli served as Chair of the Commission, while the position of Vice-Chair has been vacant since April, 2018; efforts have been ongoing to recruit a volunteer. The Commission adopted a Legislative Advocacy Council Structure prior to this year’s legislative forum to increase the input of NHNA members on decisions regarding legislative initiatives. The NHNA priority topics included: Behavioral Health, Public Health, Maternal Child Health (including school nursing) and Nurse Practice and Licensure. Each Legislative Advocacy Council chaired by an NHNA member reviewed bills for presentation at the Legislative forum.

A successful legislative forum was held in January where it was decided that 10 bills would be tracked by CGA. Commission members were made aware that this was a budget year and the priority in the legislature would be to pass a state biennial budget. NHNA lobbyist, Robert Dunn, of Devine Millimet and Polly Campion, State Representative Hanover-Lyme kept the Commission members and legislative advocacy council members updated about the status of these bills. Monthly reports were provided at CGA monthly meetings. NHNA members have also provided testimony in support of some of these bills and signed in as supporting many others.

The following is summary of the 2018-2019 legislative session bills tracked by NHNA:

- HB 237: Establishing the Rare Disease Advisory Council
  - Legislative Advocacy Council-Public Health
  This bill proposed the establishment of a Rare Disease Advisory Council. NHNA supported HB 237. This bill was passed and signed into law. The Commission thanks Kim Pang for the testimony she offered in the successful establishment of this council.
• **HB 275: Relative to School Nurse Certification**
  - Legislative Advocacy Council-Maternal Child and School Health
  This bill sought to remove the N.H. Department of Education certification requirements for School Nurses. The NHNA and the New Hampshire School Nurses Association (NHSNA) opposed HB 275. This bill was laid on the table (effectively killing it) by the House on a vote of 214 to 144. The Commission thanks Paula MacKinnon, Carla Smith, Nancy Wells and Kathy Barth for the testimony provided.

• **HB 509: Relative to Graduate Physician Pilot Program**
  - Legislative Advocacy Council-Nursing Practice & Licensure
  This bill sought to establish a pilot program for the regulation and licensure of graduate physicians each year by the board of medicine. NHNA and the New Hampshire Nurse Practitioner Association and the Primary Care Workforce Commission opposed HB 509. The House Health, Human Services & Elderly Affairs (HHS&EA) Committee voted 17 to 2 that this bill was inexpedient to legislate, effectively killing the bill. The Commission thanks the work of the Primary Care Workforce on behalf of NHNA.

• **HB 511: Relative to Vaping**
  - Legislative Advocacy Council-Public Health
  This bill aimed to add new language to Chapter 126K: Youth Access to and Use of Tobacco Products to include “E-liquid” and "Tetrahydrocannabinol or THC vaporizer" in addition to cigarettes, tobacco products, E-cigarettes, and liquid nicotine. The bill was passed and signed into law.

• **HB 555: Relative to Shaken Baby Syndrome**
  - Legislative Advocacy Council-Maternal Child Health
  This bill required hospitals to provide new parents with information on shaken baby syndrome. The bill also requires day care providers to participate in training for Shaken Baby Syndrome as part of licensure process. NHNA supported HB 555. The bill was voted inexpedient to legislate because testimony was provided that New Hampshire hospitals currently provide patient teaching on shaken baby syndrome. The Commission thanks Sara Meade for the testimony she offered on this bill.

• **HB 719: Establishing the Position of School Nurse Coordinator**
New Hampshire's Association for Registered Nurses
Established in 1906
A Constituent Member of the American Nurses Association

New Hampshire Nurses’ Association

- Legislative Advocacy Council-Maternal Child Health
  This bill sought to establish the position of School Nurse Coordinator in the N.H. Department of Education and appropriate funding for such. The bill was ultimately passed in the compromise budget bill in September and the DOE is hoping to have the position filled by January 2020.

  - SB 137: Relative to School Nurse Certification
    - Legislative Advocacy Council-Maternal Child Health
      This bill sought to correct an oversight that occurred when the 2016 School Nurse Certification was enacted, in particular a clause which called for the “grandfathering” of all school nurses employed prior to July 1, 2016. The bill was passed.

  - SB 273: Relative to Regulation of Nursing Assistants
    - Legislative Advocacy Council-Nursing Practice & Licensure
      This bill proposed removing the licensure requirement for nursing assistants and reverting to the prior requirement for certification. The bill was passed in the form of a study committee. The House ED&A Committee has begun work sessions to study the issue. Polly Campion was appointed to the study committee and is keeping the Commission updated on their activities.

  - SB 308: Relative to the Health Care Workforce
    - Legislative Advocacy Council-All teams
      This bill is the outgrowth of a coalition of health care workforce stakeholders and is intended to tackle the health care workforce challenges in 2019. The bill was tied to the fate of the budget bill. The provisions of the bill were largely left intact and the Commission was pleased with the inclusion and passage of an increase in Medicaid payments to providers across the board and an increase in funding to UNH to expand the nursing workforce.

  - CACR 1: Relating to Alcohol & Drug Abuse Prevention
    This constitutional amendment concurrent resolution provides that a portion (5%) of the Liquor Commission Revenue shall be used for alcohol and drug abuse prevention. This bill was voted retained in committee on March 14, 2019 and not likely to be reintroduced.
There were a number of other bills that the Commission was called upon to provide support. To the extent possible the NHNA Executive Director attended to these bills and kept Commission members updated. These included:

- **HB 111**: Establish a Committee to study effect of opioid crisis - as a cause of PTSD - this bill passed and was signed into law.
- **HB 118**: Requiring a child’s primary care provider be notified of a report of suspected abuse or neglect - this bill passed and was signed into law.
- **HB 131**: Establishing a commission on mental health education programs – this bill passed and was signed into law.
- **HB 180**: Establishing a commission to examine the feasibility of the New England States entering into a compact for a single payer health care program – House HHS&EA Committee voted inexpedient to legislate.
- **HB 200**: Relative to serological testing for Lyme disease – House HHS&EA Committee voted inexpedient to legislate.
- **HB 230**: Prohibit smoking in motor vehicles when a passenger is under 16 – this bill was laid on the table in the House.
- **HB 239**: Relative to License Requirements for Certain Mental Health and Drug Counselors – this bill passed and was signed into law.
- **HB 240**: Establishing a commission to study the causes of high suicide rates of emergency and first responders – House HHS&EA Committee voted to retain in committee.
- **HB 277**: Establishing a Commission to study a public option for health insurance – different versions of this bill were passed in the House and Senate. The Senate voted not to concur, effectively killing the bill.
- **HB 291**: Establishing a committee to study certain findings and other initiatives regarding end-of-life care – different versions of this bill were passed in the House and Senate. The Senate voted not to concur, effectively killing the bill.
The Commission created a Cannabis Position statement consistent with that of the NH Medical Society and the NH Nurse Practitioners Association. (see attached)
The Commission has assignments on the following Commission/Task Forces and receives regular reports from the appointees:

- Governor’s Commission on Alcohol and Drug Abuse Prevention, Intervention, and Treatment: Appointee: Kate Thompson
- Governor’s Task Force on Alcohol and other Drugs: Appointee: Cynthia Cohen
- Governor’s Task Force on Primary Care Workforce: Appointee: Pam DiNapoli
- Seat Belts for All Coalition: Attendee: Pam DiNapoli
- Tobacco 21 Coalition: Attendee: Pam DiNapoli

Progress on 2018-2019 objectives:

1. Create opportunities for nurses to actively engage in legislative advocacy
   a. Develop a tool box of strategies and tactics for varied modes of advocacy:
      1. Letter to the editor
      2. Giving testimony in person.
      3. Drafting written testimony.
      4. Calling your legislator.
      5. Communicating with your legislator in person.
   b. Post to NHNA Advocacy page

**Progress to Date:** Implementation of the Legislative Advocacy Council was completed. Tool box strategies were made available on the NHNA website. A follow-up evaluation of the council members was completed ([click here for results](#)) and there are areas of improvement that will be addressed by the Commission in 2019-2020

2. Monitor and disseminate legislative and policy trends in nursing practice, population and public health
   a. Continue to support lobbyist activities
   b. Hold annual Legislative Town Hall Forum
   c. Hold annual Breakfast for NH Legislators-partner with NHNPA in 2019
d. Post weekly legislative updates to NHNA website

**Progress to Date:** Achieved. The Commission thanks Paula MacKinnon for her work on behalf of the Commission disseminating and posting Commission updates. The Commission also thanks Bob Dunn for his years of service and the NHNA lobbyist. He resigned effective August 2019. He has been replaced by Teresa Rosenberger, who has already started work on behalf of the Commission. The date for this year's legislative forum has been set for January 7, 2020. While this does not accommodate student schedules there will be an increased opportunity for interested people to participate remotely.

3. Collaborate on shared goals of nursing and non-nursing organizations
   a. Invite specialty groups to attend CGA meetings
   b. Communicate legislative agenda to other organizations
   c. Elevate the work of the task force/commissions seats into our messaging.

**Progress to Date:** Achieved. The Commission has actively engaged with the NH Chapter of AWHONN, NH Public Health Association, NH School Nurses Association, NH Nurse Practitioners association among others. The Commission has recently supported the NHANA in their efforts to be recognized as Nurse Anesthesiologists. This work will continue.

Respectfully submitted:

Pamela DiNapoli, PhD, RN, CNL, Chair, Commission on Government Affairs
The Commission on Nursing Practice (CNP) had another successful and very busy year. The CNP welcomed the addition of Samantha Bernstein, Catherine Cuchetti, Teresa Knight, and Joan Loftus, but said good bye to MaryEllen King and Joan Loftus. Thank you both for supporting the CNP during your time on the commission. The CNP will also say goodbye to Darby Thomas, who will step down from the CNP at the end of 2019 after 4 years of service. Thank so very much Darby for all that you have contributed. The CNP has consistently been supported by a strong team of Lyndsay Goss, Carol Allen, and Darby Thomas.

Throughout the year, the commission provided education related to nursing practice and nursing practice issues to the nursing community as follows:

**Student Nurse of The Year Award and Career Fair:**

On March 29th, the CNP hosted a packed conference covering an array of content for graduating student nurses. This daylong event was held at Manchester Community College with 333 attendees and 31 exhibitors in attendance. The agenda included:

- **Welcoming Remarks** presented by Carlene Ferrier
- **Resiliency** presented by Amy Guthrie MS, RN, CAGS
- **Nursing Incivility** presented by UNH Nursing Honors Students John Domenico, Claire Martindale, Hazuki Horiuchi, and Shannon Murdock under the direction of Nursing Professor Rosemary Taylor
- **Nursing Career Paths & Education** presented by Teresa Knight MSN, Med, RN, Director of Nursing Programs, Granite State College
- **Don’t Become a Case Study: Protect Your License** presented by David Griffiths, SVP, Nurses Service Organization (NSO)
- **Surviving & Thriving During Your Job Search** presented by Jane Delmar, BS and HR Business Partner for Catholic Medical Center
Creating Your Future: NCLEX Prep for Success presented by Pamela Kallmerten, DNP, RN, CNL, Nursing Professor with University of New Hampshire

The Student Nurse of the Year award was presented to Jordan Lavalee, a senior nursing student at the University of New Hampshire. The two runner-ups were Bailey Jennings from the University of New Hampshire and Cristina Barbaresi from Great Bay Community College.

**Spotlight on Nursing 2019:**

This year's spotlight on nursing was held on June 13th at NHNA’s Concord location. Forty nurses attended this Continuing Education event either online or in-person. This event focused on issues of importance to nurses and included the following presentations:

- **Delegation: What you Need to Know** presented by Carol Allen, EdD, MSN, RN, Lead Faculty at Southern New Hampshire University Global Campus
- **Human Trafficking: What Nurses Need to Know** presented by Michelle Poirier RN, BSN, SANE-A from Concord Hospital Emergency Department

**NHNA Health Nurse 5K Run, Health Fair, and Scholarships:**

On September 28th, the CNP worked with Rivier Student Nurses association to hold a 5K walk/run and health fair. This year, a 1K kids’ fun run was added. With 66 registered race participants and 12 health fair exhibitors, the fair proved to be a successful venue for sharing health promotion in addition to raising money to establish a scholarship fund for NH nurses.

During this time the Second Annual NHNA Nursing Scholarships were awarded. In 2019 there were three scholarships offered: Graduate, RN-BSN, and Certification. Applications for these scholarships were reviewed and awardees were selected by the CNP. The following individuals received the awards in 2019:

- Graduate Scholarship, Diane Donaher from University of Maryland Baltimore
- RN-BSN Scholarship, Fallon Marchand from Rivier University
- Certification Scholarship, Angela Biron
Annual Meeting and Nursing Conference:

The CNP has assisted with planning the Annual Meeting and Nursing Conference which is scheduled for November 20, 2019 at the Currier Museum of Art. The annual business meeting will be held from 5:00pm-6:15pm with the Nurses Night at the Museum beginning at 6:30pm and ending at 9:00pm. The president of the NHNA, Carlene Ferrier will introduce the night with *NHNA Year in Review* and the Keynote Speaker is Karen Daley, ANA Past President. NHNA Nursing Awards will be presented and NHNA 25-Year Membership Awards will be presented.

This year the CNP reviewed and made updates to the NHNA Membership Awards. The CNP will review the award nominations and select the awardees for the upcoming Nurses Night at the Museum. The awards are as follows:

- Rising Star Award
- Champion of Nursing Award
- Distinguished Member award
- President Award

Other CNP activities:

In addition to supporting NHNA’s annual initiatives a position statement was developed on Delegation to align with the joint statement from ANA and NCSBN. This work was completed by members of a Task Force especially convened to develop this position statement.

Members of the Task Force included nurses from various healthcare institutions across the continuum of care, including:

- Carol Allen, EdD, MSN, RN
- Linda Compton, MS, RN
- Amy B. Eilertsen, MN, RN
- Diane Hulsey, CNS, RN
- MaryEllen King, BSN, CPN
- Pamela Levesque, DNP, APRN, FNP-BC, CNE
Progress on 2018-2019 Objectives:

1. Identify and evaluate trends, developments and issues in nursing practice and disseminate that information.
   a. Publish position statements, white papers, and articles to promote best-practice.
   b. Present conferences on timely nursing topics.

   Progress to Date: Developed a Position Statement on Nursing Delegation and shared information via Spotlight on Nursing in June 2019. The Commission is currently working on identifying two topics for 2020. Shared information on nursing programs reviewed by NEMSD Continuing Education Unit for idea generation of relevant nursing topics.

2. Encourage and promote nursing advancement by supporting lifelong learning.
   a. Build a scholarship fund.
   b. Create and develop criteria for awarding scholarships.
   c. Celebrate achievements among nurses and student nurses.

   Progress to Date: Healthy Nurse Scholarship Fund created in 2018 with proceeds from 2017 Healthy Nurse Scholarship 5K & Health Fair. Proceeds from 2018 and 2019 5K also contributed to this fun. Scholarship Task Force created to identify scholarships to be awarded, award amounts, define application process and criteria for selecting winners. Five scholarships awarded between 2018 and 2019. The Commission reviewed nominations and selected winners for NHNA nursing awards in 2018 and 2019.
3. Seek out and participate in opportunities where current health care issues are brought to light.
   a. Participate in bimonthly ANA’s Organizational Affiliate, Nursing Practice and Work Environment conference call.
   b. Review the NEMSD continuing education certified programs list periodically.
   c. Utilize summary of feedback from events to improve future program offerings.
   d. Optimize professional and personal diversity among commission members and NHNA members.

**Progress to Date:** Participated in ANA bimonthly calls. Reviewed and circulated NEMSD CE program list with CNP members. Reviewed participant feedback at first meeting after each event supported by the CNP.

Respectfully submitted:
Lyndsay Goss, MSN, RN, Chair, Commission on Nursing Practice
Carol Allen, EdD, MSN, RN, Vice Chair, Commission on Nursing Practice
This year the Commission on Continuing Education (CCE) welcomed Tasha Humphreys from Health Care Resource Centers to the CCE team, which includes Nancy DeSotto from Great Bay Community College, Lynn Lagasse from Keene State College, Julie Taylor from Elliot Health System, and Karen Tollick from Southern NH Health System. The primary focus of the CCE’s work is reviewing nursing continuing professional development programs throughout the Northeast Multistate Division (NEMSD). In 2019 the members of the CCE reviewed a total of 32 Individual Activity Applications and several Approved Provider Applications. To keep current with the requirements of the American Nurses Credentialing Center (ANCC), the CCE participates in quarterly conference calls with the Nurse Peer Review Leader within the NEMSD. The CCE meets quarterly to support members in their review of nursing continuing professional development applications.

**Progress on 2018-2019 Strategic Objectives:**

1. Support New Hampshire approved providers.
   a. Begin a tickler system for renewals.
   b. Establish a quarterly standardized reporting structure.

**Progress to Date:** Tickler file created for current New Hampshire approved providers. Have identified communication/outreach made by the NEMSD CE Unit for approved provider schedule renewal dates and shared that information with CCE members. CCE providing supplemental communication where needed.

2. Collaborate with the NEMSD to streamline the CNE process.
   a. Improve communications with NEMSD CE Unit.
   b. Make recommendations to improve paperwork process.

**Progress to Date:** CCE Chair, Amy Guthrie met with NEMSD Executive Director, Kathy Hale in April 2019. Kathy Hale attended September meeting of CCE and encouraged all
CCE members to share any concerns or improvement suggestions with her. Discussions regarding streamlining CE forms are ongoing.

3. Provide mentoring and networking opportunities to commission members.
   a. Hold quarterly meetings.
   b. Participate in training opportunities as available.

**Progress to Date:** Quarterly meetings of CCE members were held in Q1, Q2 and Q3 and a meeting is scheduled for Q4. Attendance was good at all meetings and minutes were taken and posted to NHNA website. CCE members attended NEMSD quarterly training meetings via teleconference.

Respectfully Submitted
Amy Guthrie, MS, RN, Chair Commission on Continuing Education
Kris Irwin, MSN, MHA, RN-BC, Vice Chair Commission on Continuing Education
In August of 2018, I was hired into the newly created position of Communications Specialist. The position continues to evolve based on the needs of the organization. I want to take this opportunity to thank the NHNA Board, Commission Members and Joan Widmer, Nurse Executive Director, for mentoring me on all the great work that the NHNA does on a daily basis to advocate for all nurses across New Hampshire.

Under Joan’s tutelage, we seek to improve communications with all of NHNA’s members, and have started using Constant Contact, a comprehensive emailing program that features rich text emails, segmentation of NHNA’s emailing lists and email analytics. To reduce the number of emails sent to members, we have instituted an E-Flash, sent to members every other week and combining email communications heretofore sent as discrete emails. We have increased NHNA’s presence in social media, with more frequent posts, as well as adding an Instagram account. We’ve also worked on improving the NHNA website, by reorganizing the pages and adding graphics to enhance its visual appeal.

In 2020, we will implement a texting system to improve timely communications between the Legislative Advocacy Council and the Commission on Government Affairs. We have developed a new member onboarding communication process which will be fully implemented during 2020. We will also continue to make ongoing improvements to the NHNA website and other communications platforms.

Respectfully,
Paula MacKinnon RN
Membership Engagement and Communications Coordinator
Northeast Multi-State Continuing Education Unit: 
Focusing on Outcomes:

The Northeast Multistate Division (NEMSD) is a collaborative group of individual autonomous states (Maine, New Hampshire, New York, Rhode Island, and Vermont) whose purpose is to enhance the power, strength, success, sustainability, and voice of its member states through the effective utilization of shared services and resources to champion quality health care and advance the profession of nursing.

The American Nurses Credentialing Center’s Commission on Accreditation (ANCC/COA) accredits the NEMSD Education Unit as an Approver and Provider of continuing nursing education. In June 27th we submitted our application for reaccreditation of both our Accredited Approver Unit and our Accredited Provider Unit, and are required to submit our self-study by November 1, 2019. Both of the self-studies consist of three major criteria: Structural Capacity, Educational Planning and Quality Outcomes. The self-study is the map by which all accredited approver and provider units must follow to ensure compliance with policies and procedures unique to their approver and provider units that ensure the highest quality of continuing nursing education is being approved and provided by their organization.

Since January 1, 2019, seventeen NEMSD Nurse Peer Reviewers (NPR) have reviewed 212 applications (In 2018 there was a total of 331 for the year). Application topics are varied and cover a wide spectrum of new and enhanced knowledge and skills to assist nurses in filling gaps that are identified in patient care as well as in professional development.

The NEMSD, like many accredited approver units, relies heavily on the support of these nurse volunteers. To be a Nurse Peer Reviewer for the NEMSD Education Unit, they must be a member of one of the participating nursing organizations in the NEMSD and have a Baccalaureate or higher degree in Nursing. These volunteers are essential to the operation of the Approver Unit. Not only do they review individual and provider unit applications but many play a key role as a nurse planner for the Approved Provider section of the NEMSD Education Unit. Often these nurses are leading, coaching and/or mentoring nurses in their individual states regarding the ANCC criteria for providing quality CNEs. These nurse peer reviewers actively participate in the quarterly Nurse Peer Review Leader Meetings. In 2019 I continued to
provide educational sessions at each of the quarterly meetings, which was based on the quarterly CNE newsletter. All trainings encompass components of the ANCC required criteria for Approved Provider Units. This year we also provided the same education to Primary Nurse Planners and Nurse Planners of the NE-MSD Approved Provider Units as well as to the Individual Activity Applicant Nurse Planners.

The nurse peer reviewers for the NEMSD Education Unit come from varied backgrounds in nursing. It is important that we have a mix of academia, management, and clinical practice. Onboarding for Nurse Peer Reviewers is usually done twice a year, spring and fall, just after two of our peak application times. Nurses who meet the following criteria may complete the online application (www.nemsd.org) or contact the NEMSD Education Specialist at education@ne-msd.org for more information about the application process:

- Registered nurse in United States with a valid license.
- Bachelor of Science in Nursing or higher in nursing.
- Current ANA member
- Relevant knowledge and experience to participate in the peer review process.
- Proficiency in accessing email and email attachments.

This year we have twelve candidates who are currently completing the onboarding process. I have created an online training, that would allow us to accept candidates throughout the year rather than waiting for spring or fall trainings.

Another essential component of the NEMSD Education Unit falls in the area of our structural capacity criteria and is directly related to how the NEMSD supports both the Approver and Provider Units by having two full time education specialists: Shelly Gardiner the Director of Professional Development and Rebecca Chivers, Education Coordinator. These two people are responsible for all communication and operationalization of the application/review processes. Their job roles and function are too numerous to mention in this short report. Customers and reviewers can easily contact them to help field questions and/or concerns. If they do not know the answers they know who to send the query to for resolving any and all issues that may arise. Thank you Shelly and Rebecca for the outstanding job you do everyday and thanks to the NEMSD Executive Board and the Executive Directors of all
participating state nursing associations for providing support, which ultimately supports nurses in the Northeastern Region, and beyond.

The NEMSD Education Unit would like to personally take this opportunity to thank the active Peer Reviewers. Without their dedication to the nursing profession we would not be able to operationalize the ANCC approval process! It is because of their dedication in giving back to their profession and ensuring that response time meets the two week timeline, that our customer service ratings have improved. In 2019 there have only been 4 reviews that extended past the 14 day deadline.

As the Nurse Peer Review Leader for the NEMSD Education Unit, I would like to take this opportunity to extend a special thank you to Karen Haidemenos for her six years of service as a NPR and wish her well. All of the NPRs far exceed the expectations for their role in the CNE Unit but a special thank you to Andrea Churchill-Boutwell, who has completed 53 reviews in the past 8 months, as well as completing several Approved Provider Applications. Special recognition should also go out to Maria Mendoza for completing 24 reviews so far this year. The work and devotion is greatly appreciated.

This table below only lists the number of Individual Activity Applications that were reviewed. It does not include the reviews of the Approved Provider Unit Self-Studies.

<table>
<thead>
<tr>
<th>Name</th>
<th>Reviews</th>
</tr>
</thead>
<tbody>
<tr>
<td>Andrea Churchill</td>
<td>53</td>
</tr>
<tr>
<td>Nancy Desoto (7)</td>
<td></td>
</tr>
<tr>
<td>Jean Dyer (4)</td>
<td></td>
</tr>
<tr>
<td>Robin Gilbert (Mentor)</td>
<td></td>
</tr>
<tr>
<td>Lois Ginsberg (3)</td>
<td></td>
</tr>
<tr>
<td>Amy Guthrie (5) Mentor</td>
<td></td>
</tr>
<tr>
<td>Karen Haidemenos (15)</td>
<td></td>
</tr>
<tr>
<td>Carol Hodges (4)</td>
<td></td>
</tr>
<tr>
<td>Kristine Irwin (9) Mentor</td>
<td></td>
</tr>
<tr>
<td>Ellen Leff (15)</td>
<td></td>
</tr>
<tr>
<td>Barbara Joslyn (NEW)</td>
<td></td>
</tr>
<tr>
<td>Amy Visser-Lynch (9)</td>
<td></td>
</tr>
<tr>
<td>Elisa Mancuso (3)</td>
<td></td>
</tr>
<tr>
<td>Maria Mendoza (24)</td>
<td></td>
</tr>
<tr>
<td>Sue Murdock (2)</td>
<td></td>
</tr>
<tr>
<td>Jan Oliver (10)</td>
<td></td>
</tr>
<tr>
<td>Kathie Poplar (4)</td>
<td></td>
</tr>
<tr>
<td>Deborah Sanguinetti (7)</td>
<td></td>
</tr>
<tr>
<td>Karen Tollick (Inactive)</td>
<td></td>
</tr>
<tr>
<td>Julianne Taylor (7)</td>
<td></td>
</tr>
</tbody>
</table>

Respectfully Submitted,
Carol L. Hodges, MSN, RN-BC
NEMSD Nurse Peer Review Leader
nprleader@ne-msd.org / 1-888-373-1291 Ext 1