



Purpose of Assignment Despite Objection Form

- Notifies management that nurses (or other licensed professionals) have been given an assignment which in their independent professional judgment is unsafe for patients or staff. The ADO documents the situation. As healthcare professionals we know, if it isn't documented, it didn't happen!
- Protects the professional's license by shifting responsibility back to management for unsafe/inadequate patient care conditions
- ADOS are compiled and reviewed by NFFE Local 1 to identify trends in unsafe staffing/assignments and to advocate for staffing, resources, improvements etc. with management (and, as needed, with Congress, OIG, OSHA, etc.)

Example Situations When an ADO May be Appropriate

- Your unit is not staffed according to its staffing plan
- Shift adjustments to staffing are inadequate.
- Charge nurse is unable to perform charge nurse duties, secondary to increased patient care assignment
- Inadequate nurse to patient ratios for patient acuity based on your clinical judgment; insufficient support staff
- You are not trained or experienced in the area assigned, or have not been oriented to the unit / case load
- Necessary equipment is not available (supplies, IVs, medication availability, PPE), or you are not trained or experienced to use equipment in assigned area
- Program/work unit staffed with unqualified personnel or inappropriate personnel
- Violence/threat of violence in the workplace
- Environment of care or staff work area is inadequate and/or unsafe, per OSHA guidelines/Environment of care not adequate to maintain patient privacy & confidentiality
- Working conditions limit ability to reliably adhere to evidence-based, prescribed therapy session length (e.g., 30, 60, 90 min.)
- Coerced/Mandatory overtime, or missed breaks
- An assignment poses a threat to the health and safety of a patient under your direct care

Nurse/Licensed Professional's Guide to Assignment Despite Objection (ADO)

STEP 1 Before accepting the assignment and completing this form, the RN(s) (or other licensed professional) with the concern makes a good faith effort to inform the manager or supervisor at the time of the objection to the assignment. The immediate goal is to address the concerns at hand, relative to quality or safety within the resources available, or appropriate scope of practice or policy. The supervisor must be aware of the problem to be able to solve the problem.

STEP 2 If no resolution, the RN(s) (or other licensed professional) completes an ADO. It can be signed by one RN, or by all RNs on the shift as needed. This can be submitted at any time during



the assignment or after completion. The RN(s) (or other licensed professional) may make suggestions or recommendations for resolution of concerns.

STEP 3 Copies of the ADO are submitted as follows:

1. One copy to supervisor/manager.
2. One copy to NFFE Local 1 via the [website electronic form submission](#) or emailed to admin@nffe-local1.org.
3. One copy to be kept by employee(s) who completed the ADO for their records

STEP 4 Management should respond timely in writing to the ADO, generally within 1 week. If there are extenuating circumstances necessitating additional time to respond to the ADO, management should notify the initiating RN(s) (or other licensed professional) and NFFE Local 1 that the ADO is under review. If you do not receive any response from management, note that in an email to admin@nffe-local1.org