**National Nurse Staffing Task Force**

**Meeting 3: June 6th, 2022 6pm-8pm EST, 3pm-5pm PST**

***THESE MEETINGS TAKE PLACE ON ZOOM –*** [***THIS IS THE LINK***](https://www.google.com/url?q=https://us06web.zoom.us/j/83061612080?pwd%3DbEZLQmFDV0ZSNklCK0V1RDBRWGFTUT09&sa=D&source=calendar&ust=1654456585165887&usg=AOvVaw0SV6RIAch1EY403BivNJdG)

**Attachments:**

* Draft Definition (Outcome 2)
* Background reading (Outcome 3): Begley, et al., *The Business of Caring: Promoting Optimal Allocation of Nursing Resources*
* Materials from Meeting 2: Executive summary, slides from Lesly Kelly’s presentation, recording *(if you were unable to attend Meeting 2, please review the recording starting at minute 8, and skipping the small group work from 1:06 to 1:42)*

**MEETING OBJECTIVE:** Approve revised outcomes, presentation of draft definition of ~~on safe~~ staffing, begin work on establishing our philosophy

**Agenda:**

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| **ITEM** | **Facilitator** | **Time**  **(end time)** |
| **Identify meeting roles** (Meeting facilitator, Timekeeper, Minute taker (Wendy Cross), Queue keeper, Chat monitor  **Introduce Repository** | Sarah Delgado | 5 minutes  (6:05pm) |
| **Statement of meeting objective**: Approve revised outcomes, presentation of draft definition of ~~on safe~~ staffing, begin work on establishing our philosophy | Brian Sims | 2 minutes  (6:07pm) |
| **APPROVE REVISED OUTCOMES**  1 –**ASSESS:** Examine current data and recent literature to assess the current state of acute care nurse staffing and identify the impact of staffing on nurse, patient, and hospital outcomes.    2 – **DEFINE:** Create a shared definition ~~and vision~~ of appropriate staffing for a safe and healthy environment of care for staff and patients.    3- **ESTABLISH PHILOSOPHY:** Identification of principles to guide development of safe and appropriate staffing models.  4 –**DEVELOP PROCESS:** Develop draft recommendations for sustainable workforce solutions to support appropriate staffing    5 – **MARKET/PROMOTE:** Develop and initiate a national targeted campaign aimed at driving nurse staffing and environment of care changes to improve the safety and well-being of the healthcare workforce, patients and their families | Katie Boston-Leary and Sherry Perkins | 10 minutes (6:27pm) |
| **Presentation:** Defining Safe Staffing (Outcome 2)  Discussion and Q&A  *Review: Draft definition* | Lesly Kelly | 30 minutes  (6:57pm) |
| **Establishing our Philosophy**: (Outcome 3)  What are the key concepts and elements to be considered for today’s staffing workforce?  Discussion question:  What words come to mind when we say philosophy when you think of healthcare for the future?  *Word Cloud*  *Review: The Business of Caring: Promoting Optimal Allocation of Nursing Resources* | Brian Sims | 30 minutes (7:27pm) |
| 30 second Key Take home points | Sherry Perkins | 15 minutes  (7:52pm) |
| Wrap-Up and Next Steps | Sarah Delgado | 5 minutes  (7:57 pm) |