

2023 **Nurse Leadership** *Certificate Program*



Session #1: April 12-13
Session #2: May 17-18
Session #3: June 28-29
Session #4: July 26-27
Session #5: Aug. 8-10

Sponsored by

ST. CROIX[®]
HOSPICE

Employee Owned
**Thrifty
White
PHARMACY**
Est. 1884

2023 Nurse Leadership Certificate Program

About the Program

The Nurse Leadership Certificate Program supports new and emerging nurse leaders in aging services. Nurses in skilled nursing care centers, assisted living, or home care settings, new to or moving into leadership positions, will gain a solid understanding of the foundational elements that make up the nurse leader's role.

Experienced, knowledgeable faculty come together to provide a collaborative experience supporting nursing professionals to make a successful transition from direct care to the role of an executive nurse leader.

Professionals who attend this series will enhance their skills in leadership, regulatory compliance, management, strategic planning, communications, and innovative team development. They will learn to streamline and improve processes and systems, define new clinical approaches to services, and build a valuable network of other peer professionals.

This 11-day interactive program is strategically scheduled over five months to maximize learning and provide timely supportive consultation. It combines lecture, discussion, experiential learning, self-assessment, independent assignments, research and practice in small work groups, and opportunities to interact with guest experts.

Who Should Attend?

Nurse Executives, Directors of Nursing (DON), Clinical Nurse Supervisors, Assistant DONs, Nurse Managers, and emerging nurse leaders. Supportive nursing leadership positions and organizations doing succession planning are also welcome.

Why Attend? Participants in this Program Will:

- Understand regulatory requirements and how to prepare for and navigate the survey process.
- Study best practices and how to incorporate them into organizational practices and operations.
- Learn how to have difficult conversations including employment law considerations.
- Explore trends and challenges of meeting the needs of older adults.
- Develop a network of colleagues throughout the state.
- Enhance team building skills.
- Take home quality improvement tools.
- Learn how to foster safe and satisfying work environment practices.
- Benefit from face-to-face conversations with regulators.
- Learn through small group work-study sessions.
- Become exposed to new and innovative practices, equipment, and systems.

Location

Sessions 1, 3, and 5
Masonic Heritage Center
11411 Masonic Home Drive
Bloomington, MN 55437

Sessions 2, and 4, Virtual Zoom Meetings

Dates

Session #1: April 12-13
Session #2: May 17-18
Session #3: June 28-29
Session #4: July 26-27
Session #5: Aug. 8-10

Time

Sessions start between
8 – 8:30 a.m. and end
times vary.

2023 Nurse Leadership Certificate Program

Schedule

(see full program schedule for complete details)

Session #1 – In-Person

April 12-13

**Professional Role and Standards
of the Executive Nurse Leader**

Session #2 – Virtual

May 17-18

**Efficient and Effective Resource
Management Strategies**

Session #3 – In-Person

June 28-29

Regulatory Compliance

Session #4 – Virtual

July 26-27

Financial Management

Session #5 – In-Person

Aug. 8-10

**Professional Assessment and
Documentation**

About the Certificate

Participants who attend the entire series will earn a Certificate of Completion which demonstrates in-depth professional study of a topic area on an individual basis. It does not denote certification or that someone is certified as a nurse leader.

Continuing Education Credits

This program has been designed to meet the continuing education requirements for the Minnesota Board of Nursing for contact hours. Participants may also request a general certificate of attendance. CEUs are earned only for the individual registered.

Handouts

Participants will receive links to electronic handouts before each session and are encouraged to print them in advance or download to view on a laptop or tablet.

**Eligible
for 60
contact
hours**

CONFERENCE REGISTRATION FEES

LeadingAge Minnesota Members – \$945 per person

Prospective Members – \$1,105 per person

Registration fee includes a continental breakfast and lunch for in-person days.

REGISTER HERE

Cut-Off/Cancellation

Registration cut-off date/cancellation deadline is 5 p.m. on April 6, 2023. Cancellations must be made in writing and are subject to a \$25 processing fee. No-shows will be billed the full conference fee. LeadingAge Minnesota reserves the right to cancel this training or any individual session.

For Further Information

Olivia Scott, Events & Education Coordinator, at oscott@LeadingAgeMN.org or 651.603.3559 for assistance or if your registration has not been confirmed.

Program Schedule

Session #1 – In-Person

Wednesday, April 12 • 8 a.m. – 4:15 p.m.

Role of the Nurse Leader

- Discuss the expectations and challenges of nursing leaders today and how to implement leadership principles into your practice.
- Review three primary leadership types and how they relate to nursing management.
- Differentiate nursing leadership from nursing management.
- Discuss the impact of different leadership styles on the nursing team.

Dr. Kari Everson, DNP, MSN, MHA, RN, LNHA, LALD, PHN, Vice President of Clinical Services, LeadingAge Minnesota, Minneapolis and President, Euvoia Senior Care Consulting, Woodbury

Action Plans, Goals, & Accountability

- Learn how to write "SMART" Goals.
- Discuss when an action plan is required.
- Review how to create an effective action plan.
- Evaluate accountability strategies used in the workplace.

Dr. Kari Everson, DNP, MSN, MHA, RN, LNHA, LALD, PHN, Vice President of Clinical Services, LeadingAge Minnesota, Minneapolis and President, Euvoia Senior Care Consulting, Woodbury

Nursing Documentation

- Know how to accurately and effectively document resident information in the medical record.
- Review examples and potential consequences of ineffective documentation.

Dr. Kari Everson, DNP, MSN, MHA, RN, LNHA, LALD, PHN, Vice President of Clinical Services, LeadingAge Minnesota, Minneapolis and President, Euvoia Senior Care Consulting, Woodbury

Nursing Assessment

- Understand the nursing process and how it applies to assessment within long-term care organizations.
- Apply the nursing process and assessment to improving resident care outcomes.
- Create a nursing department review to determine opportunities for improvement.

Dr. Kari Everson, DNP, MSN, MHA, RN, LNHA, LALD, PHN, Vice President of Clinical Services, LeadingAge Minnesota, Minneapolis and President, Euvoia Senior Care Consulting, Woodbury

Thursday, April 13 • 8 a.m. – 4:15 p.m.

Practice Act

- Understand the mission and composition of the Board of Nursing.
- Review the powers and authorities of the board.
- Describe obligations and the board's complaint process.

Kimberly Miller, MC, BSN, RN, Executive Director, Minnesota Board of Nursing, Mendota Heights

Nursing Delegation

- Discuss delegation from the RN to other healthcare staff and LPNs.
- Review accountabilities of the RN related to delegation.
- Discuss the LPNs role and assignment versus delegation.

Dr. Kari Everson, DNP, MSN, MHA, RN, LNHA, LALD, PHN, Vice President of Clinical Services, LeadingAge Minnesota, Minneapolis and President, Euvoia Senior Care Consulting, Woodbury

Falls

- Review components of an effective fall investigation and fall management plan.
- Identify when injury risk changes and how to communicate and intervene.
- Recognize risk factors associated with falls and interventions that may be included in fall management.

Dr. Kari Everson, DNP, MSN, MHA, RN, LNHA, LALD, PHN, Vice President of Clinical Services, LeadingAge Minnesota, Minneapolis and President, Euvoia Senior Care Consulting, Woodbury

Project

- Discuss project assignment and deadlines.

Dr. Kari Everson, DNP, MSN, MHA, RN, LNHA, LALD, PHN, Vice President of Clinical Services, LeadingAge Minnesota, Minneapolis and President, Euvoia Senior Care Consulting, Woodbury

Program Schedule

Session #2 – Virtual

Wednesday, May 17 • 8 a.m. – Noon

HR Workshop: Hiring, Recruiting & Retaining Your Workforce, Discipline, and Staff Accountability

- Become familiar with best practice hiring processes that meet legal requirements.
- Identify practical tips and tools for hiring staff.
- Explore effective approaches for recruiting new talent to your team.
- Discuss the pros and cons of various staff retention strategies.
- Gain strategies to hold staff accountable for meeting or exceeding organizational goals and expectations.

Ellen Schneider, Human Resources Consultant, St. Paul

Thursday, May 18 • 8 a.m. – 12:15 p.m.

On-Boarding

- Recognize the importance of onboarding and its correlation with staff satisfaction and retention.
- Review elements of an effective onboarding program and how to implement them within your organization.

Jenna Kellerman, Director of Workforce Strategy & Development, LeadingAge, Washington, D.C.

State Agency: Occupational Safety and Health Administration

- Review the OSHA safety and health standards for long-term care organizations.
- Understand the requirements of the Emergency Temporary Standards for Healthcare and review situations in which it may apply.

Dr. Kari Everson, DNP, MSN, MHA, RN, LNHA, LALD, PHN, Vice President of Clinical Services, LeadingAge Minnesota, Minneapolis and President, Euvoia Senior Care Consulting, Woodbury

Session #3 – In-Person

Wednesday, June 28 • 8 a.m. – 4 p.m.

Survey Preparation: Managing Surveys, Understanding Deficiencies, and Creating Plans of Correction

- Understand the foundational concepts necessary to effectively manage the regulatory survey process.
- Participate in case studies and exercises to learn how to analyze statements of deficiencies and use that information to create successful plans of correction.
- Apply resources and tips to prepare for the survey and corrections process.

Dr. Kari Everson, DNP, MSN, MHA, RN, LNHA, LALD, PHN, Vice President of Clinical Services, LeadingAge Minnesota, Minneapolis and President, Euvoia Senior Care Consulting, Woodbury; and Rob Rodè, Attorney and Partner, Voigt, Rodè, Boxeth & Coffin LLC, St. Paul

Thursday, June 29 • 8 a.m. – 4 p.m.

Training Your Staff to Work with Older Adults

- Know how to design a training program that accommodates various learning styles.
- Describe the features of a balanced training program.
- Identify factors of a successful training program.
- Recognize the importance of documenting training to help maintain compliance with applicable laws and rules.

Dr. Kari Everson, DNP, MSN, MHA, RN, LNHA, LALD, PHN, Vice President of Clinical Services, LeadingAge Minnesota, Minneapolis and President, Euvoia Senior Care Consulting, Woodbury

Advocacy

- Understand the basic structure of Advocacy work and how it relates to long-term care.

Dan Nelson, Director of Community Engagement, LeadingAge Minnesota, Minneapolis

The Nurse Leader's Role in End-of-Life Care

- Understand the philosophy and goals of end-of-life/hospice care and how they compliment and augment services provided in both SNF and AL settings.
- Discuss how hospice services are paid for and the different models currently provided.
- Know how to select a potential provider partner.
- Describe what RN leaders should and can expect from the end-of-life programs with which they collaborate - including preferred communications.

Chris Hood, Senior Regional Director of Business Development, and Jared Anderson, Regional Director of Clinical Operations, St. Croix Hospice, Oakdale

Program Schedule

Session #3 – In-Person

Thursday, June 29 • 8 a.m. – 4 p.m. *cont'd.*

LGBTQ+

- Understand the differences between sex, sexuality, and gender, and the language used to discuss each.
- Describe the profound impact history, politics, and HIV have had on older adults and their unique needs as they seek services.
- Learn about strategies, resources, and tools to create a LGBTQ+ friendly environment.

Marsha Berry, Education Director, Rainbow Health, Minneapolis

Handling Complaints

- Develop a process to submit and manage formal and informal complaints.
- Review techniques and tools to communicate with residents, families, or stakeholders who voice complaints.

Luke Jenkins, Director of Membership, LeadingAge Minnesota, Minneapolis

Our Diverse and Multigenerational Workforce

- Identify values and work-related preferences of different generations and how that may cause conflicts at work.
- Understand diversity and differences in the healthcare workforce and how to manage effectively.

Invited Speaker TBA

Session #4 – Virtual

Wednesday, July 26 • 8 a.m. – 12:30 p.m.

Medication Management

- Review what constitutes drug diversion and signs that may indicate diversion is happening by either an employee or family.
- Describe action steps if diversion is suspected.
- Understand the difference between medication hazardous waste and hazardous drugs and how to properly manage each.
- Define best practices in managing psychotropic medications in the long-term care setting.

Joe Litsey, Lead Pharmacy Consultant, Thrifty White Pharmacy, Plymouth; and Lores Vlamincik, Principal, Lores Consulting, Rochester

Thursday, July 27 • 8:15 a.m. – 12:30 p.m.

Capital VS. Operational Budgets: Accurately Capturing Reimbursement Costs Staffing

- Review the budgeting process and the nurse leader's role in budgeting.
- Learn how to discuss financial topics with the administrator or AL director and finance staff.

Cami Peterson-DeVries, AGNP, DHA, MSN, LNHA, Vice President of Senior Services, and Geoff Ryan, Regional Director Skilled Nursing Facilities (North), St. Francis Health Services of Morris

Care Center Breakout PDPM/VBP/PBJ

- Define the key components of the NF patient driven care model and why they are important in your role.
- Understand the value-based purchasing program and how to manage performance improvement and the financial impact of performance improvement.

Cami Peterson-DeVries, AGNP, DHA, MSN, LNHA, Vice President of Senior Services, and Geoff Ryan, Regional Director Skilled Nursing Facilities (North), St. Francis Health Services of Morris

Assisted Living Breakout Packages, Customized Living Tools

- Determine how and what to include in packaging services for your customers.
- Understand how to gain market share and enhance revenues as a service provider.

Adrienne Fisher, RN, BSN, PHN, Regional Director of Clinical, Marquis Senior Communities, Golden Valley

Program Schedule

Session #5 – In-Person

Tuesday, Aug. 8 • 8 a.m. – 4:30 p.m.

Employment Law Overview

- Learn the basics of employment law in healthcare organizations.
- Review key laws and regulations for employment law in long-term care organizations.

Michelle Klegon, Attorney, Klegon Law Office LTD, Minneapolis

State Agency - Office of Health Facility Complaints (OHFC)

- Recognize the role of OHFC.
- Describe the OHFC reporting and investigation process for maltreatment claims.

Matthew Heffron, Interim Regional Operations Director, Minnesota Department of Health, St. Paul

Quality Process - Root Cause Analysis

- Review the purpose of root cause analysis and how to apply it to process improvement within your organization.
- Understand the role of root cause analysis in improving resident safety.

Julie Apold, PhD, Vice President of Quality & Performance Excellence, LeadingAge Minnesota, Minneapolis

Best Practice Research and Quality Innovations

- Understand the need for evidence-based practice and how it improves care quality and outcomes.
- Learn how to apply evidence-based, best practice approaches in your clinical environment.

Julie Apold, PhD, Vice President of Quality & Performance Excellence, LeadingAge Minnesota, Minneapolis

Infection Control in Long-term Care

- Review infection prevention and control best practices for long-term care settings.
- Understand infection prevention and control regulatory requirements for long-term care settings.

Dr. Kari Everson, DNP, MSN, MHA, RN, LNHA, LALD, PHN, Vice President of Clinical Services, LeadingAge Minnesota, Minneapolis and President, Euvoia Senior Care Consulting, Woodbury

Wednesday, Aug. 9 • 8 a.m. – 4:30 p.m.

Care Center Breakout

Leverage Clinical Information for Measurable Data

- Increase your understanding of quality metrics across the continuum of long-term care.
- Expand your knowledge of analyzing and prioritizing quality metrics data.
- Understand how organizational systems directly impact quality outcome measures.

Dr. Kari Everson, DNP, MSN, MHA, RN, LNHA, LALD, PHN, Vice President of Clinical Services, LeadingAge Minnesota, St. Paul and President, Euvoia Senior Care Consulting, Woodbury

State Agency - MDH and the Role of Nurse Leaders in NFs

- Recognize the role of MDH for NFs.
- Discuss resources available from MDH for NF nurses.

Maria King, RN, Division Director, Health Regulation Division, Minnesota Department of Health, St. Paul

PIPP/QIIP

- Review quality goals for NF's and where to locate quality data.
- Understand the process for participating in PIPP's and how to apply for the program.
- Review QIIP projects and how to choose an appropriate, measurable goal.

Kim Class, Quality Improvement Coordinator, Minnesota Department of Human Services, St. Paul

MN Case Mix and the MDS

- Identify sources of information necessary to complete the MDS.
- Understand the impact of the MDS and case mix in facility reimbursement.

Nadine Olness, RN, RAC-CT, State RAI Coordinator | Case Mix Review, Minnesota Department of Health, St. Paul

Program Schedule

Assisted Living Breakout Service Terminations/Discharges

- Review requirements for service terminations.
- Learn the nursing documentation requirements to assist with solid service terminations.

Dr. Kari Everson, DNP, MSN, MHA, RN, LNHA, LALD, PHN, Vice President of Clinical Services, LeadingAge Minnesota, Minneapolis and President, Euvoia Senior Care Consulting, Woodbury

State Agency - AL: MDH and the Role of Nurse Leaders in AL

- Recognize the role of MDH in home care settings.
- Discuss resources available from MDH for home care nurses.

Amy Hyers, RN, Evaluation Regional Operations Manager, Health Regulation Division, Home Care and Assisted Living, Minnesota Department of Health, St. Paul

Service Plans, Medication / Tx Plans

- Learn the required components of resident service plans for the comprehensive home care license.
- Review medication and treatment management in home care and how to create effective medication and treatment plans.

Dr. Kari Everson, DNP, MSN, MHA, RN, LNHA, LALD, PHN, Vice President of Clinical Services, LeadingAge Minnesota, Minneapolis and President, Euvoia Senior Care Consulting, Woodbury

Quality Discussion for Assisted Living

- Analyze an effective quality program.
- Create a draft quality initiative for your organization.

Jesse Noska, RN, LALD, Director of Clinical Quality, Progressive Care, Grand Rapids

Maltreatment: OHFC/NHIR Reporting, Psychosocial Severity Grid, Reasonable Person Standard.

- Review reporting process for nursing homes and assisted living organizations.
- Discuss the psychosocial severity grid and how it assists with determinations of scope and severity of citations.
- Identify what the reasonable person standard is and how it impacts our determinations on potential maltreatment reports.

Dr. Kari Everson, DNP, MSN, MHA, RN, LNHA, LALD, PHN, Vice President of Clinical Services, LeadingAge Minnesota, Minneapolis and President, Euvoia Senior Care Consulting, Woodbury

Thursday, Aug. 10 • 8 a.m. – 4 p.m.

Project Presentations by Program Participants