



Purpose

The NPGO shall promote excellence in nursing practice by establishing, upholding, and advancing evidence-based clinical practice in all clinical settings. The Clinical Practice Committee is accountable to the NPGO Cabinet for guiding the development, implementation, and evaluation of nursing practice and documentation standards.

Principles

The Clinical Practice Committee shall:

- a. Promote evidence-based clinical practice.
- b. Review and define professional nursing practice and documentation to promote consistency across clinical settings.
- c. Communicate substantive changes in nursing practice and documentation to the NPGO.
- d. Receive and consider nursing practice and clinical concerns from all areas within the Health System.
- e. Report to the NPGO Cabinet at least quarterly providing a summary of activities and bringing forward any recommendations pursuant to the purpose of the Committee or the NPGO.

Structure

CHAIR AND VICE-CHAIR

The work of the NPGO Clinical Practice Committee is guided via a Chair and Vice-Chair.

- The Chair and Vice-Chair will make recommendations into the nomination of the successor to fill the position of Vice-Chair.
- The Chair and Vice-Chair are nominated by the NPGO Cabinet Executive Committee and approved by Cabinet.

Chair

- One-year term
- Estimated time commitment determined annually.
- Qualifications:
 - Signed Statement of Commitment & Support for Participation by clinician, Manager, and Director.
- Responsibilities:
 - Participate in monthly Interprofessional Patient Care Committee on behalf of Nursing.
 - Attend NPGO Cabinet to represent central committee.
 - Plan / lead meetings as outlined in NPGO [Operational Guideline #5](#)
 - Collaborate with NPGO Coach to:
 - Plan meetings
 - Evaluate committee progress and outcomes
 - Support accountability for members' participation in committee activities
 - Use the [NPGO agenda/minutes template](#) for meetings.
 - Summarize monthly discussion topics / achievements with NPGO agenda/minutes template and store in committee's designated Z: drive folder.
 - [Examples of minutes](#)
 - Incorporate monthly Professional Governance topic into agenda, as emailed by NPGO President.
 - For how to access the Z: drive and/or how to secure a workstation (required to access Z:) [click here](#).
 - Summarize quarterly activities and submit via NPGO Office Quarterly Outcomes Template: usually *April, July, October, and December*.

Nursing Professional Governance Organization

Operational Guideline 10: Clinical Practice Committee



- Attend Quarterly Chair Training sessions: usually *December, March, June, and September*.
- Utilized Professional Governance Help Chain for Nursing practice issues or questions, and additionally for information sharing and spread of new/changed nursing practice.
- Bring forward any recommendations pursuant to the purpose of the committee or the NPGO as a whole to the NPGO President/President-elect or to the corresponding topic-appropriate [NPGO Central Committee Chair / Vice Chair](#).
- Support / attend the Evidence-Based Practice Symposium (often a full day held annually)
- Notify the [NPGO Support Office](#) of any changes in local / regional Professional Governance Committee leadership that you become aware of.

Vice-Chair

- One-year term
- Estimated time commitment determined annually
- Qualifications:
 - Signed Statement of Commitment & Support for Participation by clinician, Manager, and Director.
- Vice-Chair responsibilities:
 - Record committee meetings in lieu of NPGO Support Staff as needed
 - Succeed to Chair position after one year.
 - Plan / lead meetings in lieu of Chair when needed.
 - Assume the duties of the Chair when needed or in the event the Chair is unable to serve.
 - Support / attend the Evidence-Based Practice Symposium (often a full day held annually)

Membership

Clinical Practice Committee membership is derived from the Regional Committee leadership, nursing leader(s), and operational program leader(s). The Immediate Past-Chair will be an ex-officio member for one additional year as a resource to the Chair.

Standing Members:

- Chair
- Vice-Chair
- Immediate Past-Chair
- NPGO Coach
- NPGO President and President-elect
- Chairs of Regional NPGO Committees
- Epic EMR Liaison
- NPDS representative (as applicable)
- Nursing Leadership representative(s) – Manager/Director/Administrator

Ad Hoc Members: Infection Preventionist, Director of Accreditation, Supply/Equipment logistics liaison

Member Responsibilities:

- Qualifications:
 - Signed Statement of Commitment & Support for Participation by clinician, Manager, and Director.
- Complete Pre-work as assigned before each meeting.
- Active representation and engagement, bringing issues from daily practice
- Attendance at $\geq 80\%$ of meetings
- Attendance at Evidence-Based Practice Symposium (often a full day held annually)
- Members must provide prior notification to the Chair if unable to attend a meeting per [NPGO OG #5](#)

Process

- Meeting frequency: monthly
- Communication methods:
 - Email: CL Nursing Practice Committee
 - Collab “Practice” tab: Resources, Discussion & Polls
- Documentation of activities:
 - Minutes: [NPGO agenda/minutes template](#) | [Examples of minutes](#)
 - Outcomes: [NPGO Office Quarterly Outcomes template](#)
 - Email