

Orientation Guide



New Nurse Manager Orientation Guide

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New Nurse Manager Orientation Guide:

The Nurse Manager's Guide to Innovative Staffing, Third Edition Jennifer Mensik Kennedy, Brienne Sandow, 2024-06-20
This book provides a comprehensive overview of staffing from budgeting to scheduling daily staff adjustments and data analytics. It serves as a wonderful resource for both practical approaches and innovation in nurse staffing. Marla J. Weston, PhD, RN, FAAN, CEO, Weston Consulting LLC, Past CEO, American Nurses Association. This remarkable book sets the standard for leading practices with staffing and scheduling. Karlene M. Kerfoot, PhD, RN, FAAN, Chief Nursing Officer, Symplr. These two authors have developed an amazing book that will fulfill two major purposes: an orientation guide for new nurse managers and a refresher for experienced nurse managers as they ponder the staffing implications of a new model of care. Rhonda Anderson, DNSc, hMPA, RN, FAAN, LFACHE, FACHT, Consultant, Surveyor, Global Healthcare Accreditation. The staffing crisis now facing the nursing profession is further amplified by the nurse shortage and continuing fallout from the COVID-19 pandemic. There are no easy answers, but there are resources that can help. In this book, readers will find detailed staffing plan, policy, and delivery model examples; Turnkey calculation worksheets for full-time equivalencies, FTEs, PTO, and productive vs. nonproductive time; Sound strategies for introducing new processes and technology; Real-world staffing experiences from frontline managers; Staffing and scheduling plans optimized for rural and critical access hospitals. **TABLE OF CONTENTS**
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Epilogue
The Nurse Manager's Survival Guide, 4th Edition Tina M. Marrelli, 2017-10-16
Nurses are already nurse managers. They must manage patient caseloads and care plans as well as supervise aides, technicians, and other care providers. But moving from this type of organic management to a defined nurse manager role is not a natural progression. Nurse managers must command a vast, diverse, and robust skill set, and those skills must first be defined, explained, and operationalized for success. In an environment that offers new managers little support, where do they turn? *The Nurse Manager's Survival Guide, 4th Ed.* provides an overview of a nurse manager's major roles and responsibilities, all the fundamentals needed for success in one easy-to-use, consolidated practical reference. From tips on building the right team to budgeting basics, time management tools, and advice on taking care of one's self and their team, author Tina Marrelli supplies the resources nurse managers need to excel in day-to-day operations.
Fast Facts for the Clinical Nurse Manager, Second Edition Barbara Fry, Barbara F. Fry, 2015-11-18
Clinical nurse managers face myriad challenges, including administrative

clinical and interpersonal issues This concise practical resource offers wise guidance for nurses working in this complex fast paced role Addressing common complaints and anxieties it offers quick access to insights proven strategies and tools for effectively coping with such situations as institutional change a multigenerational and multicultural workforce resistance to change and toxic behaviors Fully updated and revised the second edition provides sound advice addressing the changing dynamics in health care that have amplified the challenges of clinical nurse management It offers strategies for boosting staff morale during times of fear and anxiety explains how to reclaim professional practice and focus on quality of care advocates for nurses at senior levels and discusses how to maintain one s identity in an interdisciplinary setting Designed to assist clinical nurse managers at all levels in developing new and effective ways of leading in a rapidly changing health care environment this resource helps foster a better quality of work life and professional practice It features concise chapters and bulleted information for quick access and at a glance Fast Facts in a Nutshell boxes Also included are helpful tools and worksheets for managing a variety of challenges along with the Top 10 Fast Facts for Thriving in a Changing Workplace New to the Second Edition Completely updated and revised New chapter Who Stole the Art of Nursing New content on fostering and nurturing therapeutic relationships More information on rewards and recognition to keep staff motivated Key Features Presents timely content ready to be applied in a professional setting Presents information in an easy to access format with concise chapters bulleted lists and Fast Facts in a Nutshell boxes Advocates a back to basics approach to clinical care Packed with current useful and accessible information that fits in a pocket Written by a noted author keynote speaker and facilitator highly experienced in helping nurses in leadership roles The Nurse Manager's Survival Guide T. M. Marrelli,1997 A clear concise hands on guide to useful practical tips and techniques to ease the transition from staff nurse to staff manager The book includes stress generated by the reorganizing and restructuring occurring in healthcare facilities and examines major healthcare issues as well as concerns related to managed care 6 illus *Johns Hopkins Nursing Professional Practice Model: Strategies to Advance Nursing Excellence* Deborah Dang,Judith Rohde,Jeanette Suflita,2017-03-27 Do you have a work culture that fosters collaboration stimulates innovation and empowers nurses to achieve success in exceptional ways In Johns Hopkins Nursing Professional Practice Model Strategies to Advance Nursing Excellence authors Deborah Dang Judith Rohde and Jeannette Suflita present a model proven to inspire professional nurses to deliver exceptional care delivery and outcomes Whether you re a bedside nurse or an executive you ll learn how to adapt the Johns Hopkins Nursing Professional Practice Model to your work setting Packed with exemplars self assessment guides planning tools and lessons learned this manual guides you in creating and sustaining an environment where professional nursing practices flourish Learn practical strategies to Empower front line nurses and encourage interprofessional collaboration Build and implement programs that promote adaptation ownership and accountability Establish practice and leadership standards Structure organizations to foster leadership and advance nursing excellence With a focus on achievement caring empowerment and influence Johns

Hopkins Nursing Professional Practice Model can help reshape the future of nursing *Fast Facts for the New Nurse Practitioner, Second Edition* Nadine M. Aktan, 2015-03-09 What type of degree do I need to become a nurse practitioner How do I choose the right clinical preceptor How can I best prepare for my first year of practice Written for those considering NP practice current NP students and newly certified NPs alike this quick easy to use manual covers everything there is to know about transitioning into the NP role its rewards and its challenges This second edition includes several new chapters covering electronic health records the impact of health care reform promoting the NP role and choosing a doctoral program All of the original chapters have been revised or expanded with updated key points tables and vignettes supplying cutting edge knowledge and skills to help new NPs excel The only resource of its kind this book guides the reader through the entire process of becoming an NP from the initial decision to the selection of the right educational program to licensure It discusses the contractual relationship with institutions and related health providers along with legal and administrative issues Currently practicing NPs offer words of wisdom on how to survive the first year of practice and stories from the author and her colleagues provide an intimate look at everyday realities Organized for easy access to information and filled with humor the book features learning objectives quizzes checklists to facilitate decision making and other helpful tools Fast Facts in a Nutshell boxes highlight need to know information and useful tips and resource lists provide information on scholarships certification professional organizations and networking New to the Second Edition The dos and don'ts of electronic health records Surviving health care reform today and tomorrow Marketing the NP role to the nursing profession employers and the public The terminal degree in nursing PhD EdD or DNP Revised and expanded information in all chapters Updated key points vignettes and tables Nadine M Aktan PhD RN FNP BC received her bachelor's master's and doctoral degrees in nursing from Rutgers University College of Nursing and Graduate School in New Brunswick and Newark New Jersey She is currently chairperson and associate professor at William Paterson University in Wayne New Jersey teaching future nurses and nurse practitioners She also practices as a family nurse practitioner at the Immedicenter an urgent care family practice with locations in Clifton Bloomfield and Totowa New Jersey and as a maternal child community health nurse for Valley Home Care in Paramus New Jersey

Nursing Education Challenges in the 21st Century Leana E. Callara, Leana R. Callara, 2008 Nursing education is facing a massive set of obstacles as the fields of medicine continues to progress at warp speed at the same time hospitals do not have enough doctors and depend more on nurses than anytime before The result is overworked nurses running to keep it with the fields in which they must work This book presents some analyses of nursing education at a critical juncture in the field

Nurse Manager Engagement Mackoff, 2010-03-19 Nurse Manager Engagement Strategies for Excellence and Commitment is based on the groundbreaking and highly regarded national Nurse Engagement Study project funded by The Robert Wood Johnson Foundation The book builds upon the key ideas in the study by including examples from Dr Mackoff's conversations and key teaching points from her work with several hundred nurse managers in

the three years following this innovative study Nurse Manager Engagement offers a groundbreaking approach one that distinguishes it from other nurse management books by a focus on building a model of the solution rather than a description of the problem It focuses on the crucial role of the nurse manager in engaging staff nurses and building a pipeline for future nurse leadership

Kelly Vana's Nursing Leadership and Management Patricia Kelly Vana, Janice Tazbir, 2021-03-30 Nursing Leadership Management Fourth Edition provides a comprehensive look at the knowledge and skills required to lead and manage at every level of nursing emphasizing the crucial role nurses play in patient safety and the delivery of quality health care Presented in three units readers are introduced to a conceptual framework that highlights nursing leadership and management responsibilities for patient centered care delivery to the patient to the community to the agency and to the self This valuable new edition Includes new and up to date information from national and state health care and nursing organizations as well as new chapters on the historical context of nursing leadership and management and the organization of patient care in high reliability health care organizations Explores each of the six Quality and Safety in Nursing QSEN competencies Patient Centered Care Teamwork and Collaboration Evidence based Practice EBP Quality Improvement QI Safety and Informatics Provides review questions for all chapters to help students prepare for course exams and NCLEX state board exams Features contributions from experts in the field with perspectives from bedside nurses faculty directors of nursing nursing historians physicians lawyers psychologists and more Nursing Leadership Management Fourth Edition provides a strong foundation for evidence based high quality health care for undergraduate nursing students working nurses managers educators and clinical specialists

Introduction to Management and Leadership for Nurse Managers Russell C. Swansburg, Richard J. Swansburg, 2002 Leadership Management Finance

The Effective Nurse Laura Mae Douglass, 1996 This practical text presents both the essentials of nursing management and leadership and concrete applications of the principles introduced Topics covered include managed care and managed competition case management and outcomes management change stress and burnout team building legal issues such as delegating staffing and nursing error cultural diversity the expanding role of nursing and computers in nursing Study aids are included such as behavioural objectives itemised chapter summaries questions for study and discussion and Test Your Knowledge questions This edition has a perforated workbook section at the end of the text entitled Critical Thinking Activities and there is also expanded treatment of public health community health and home health visiting nurse services

Fast Facts for the Cardiac Surgery Nurse, Second Edition Tanya Hodge, 2015-10-14 This handy clinical guide provides speedy access to information and guidelines cardiac surgery nurses need to know and use daily It covers all aspects of care from preoperative to recovery with an emphasis on prevention and management of postoperative complications an area where nurses can really make a difference and improve care The second edition is completely revised and updated with such highlights as new coverage of risk factors for stroke thoracic aortic aneurysms and congenital heart disease and updates on new surgical techniques and

devices New illustrations help to clarify crucial information and tables are reorganized to emphasize commonly used medications The second edition retains all of the expedient features of the Fast Facts guides including Fast Facts in a Nutshell boxes delineating especially important content chapter introductions and objectives short easy to read chapters and a convenient pocket size The heart of the book focuses on post op complications and nursing interventions to prevent and treat them The book s five sections are comprised of the Preoperative Period the Intraoperative Period the Immediate Postoperative Period the Extended Postoperative Period and the Recovery Period including discharge and long term rehabilitation Each section includes nursing considerations and patient education topics Nurse sensitive indicators and strategies for improving nursing care are featured throughout The resource will be highly valuable to new graduates and nurses who are considering a switch to cardiac care and will reinforce the knowledge of seasoned practitioners New to the Second Edition Updates including new surgical techniques and devices Additional graphics to increase reader comprehension Modifications to tables for ease of access to information New sections on thoracic aortic aneurysms and congenital heart disease New chapter on stroke with a focus on postoperative treatment options Key Features Delivers a handy pocket reference for new and experienced cardiac care nurses Organized for easy access to equipment procedures and pre and post op specialty care Includes Fast Facts in a Nutshell delivery of timely content Formatted in short paragraphs packed with timely and accessible information

Nursing Administration Handbook Howard S. Rowland, Beatrice L. Rowland, 1997 With the recent new and radical developments in the health care field that have been introduced at a breathless pace nurse administrators must work to stay informed of the developments that affect their nursing departments both directly and indirectly The Nursing Administration Handbook has a long track record both as a textbook and as a hands on tool for nurse executives seeking insight and step by step guidance in all aspects of administration The fourth edition of this text surveys the entire field of nursing administration and incorporates the most significant new developments and current practices

Fast Facts about GI and Liver Diseases for Nurses Amanda Chaney, 2016-08-16 Fills a gap in information for frontline professionals caring for GI and Liver patients The only resource of its kind this is a concise practical guide to GI and Liver Disease that delivers current information on diagnosing managing and treating common GI and liver disorders along with liver transplant guidelines Written for nurses nurse practitioners and physician assistants in varied specialties it fills a gap in information needed by primary and acute care professionals who are the chief caretakers for GI and liver patients This guide delivers recent important treatment advances that have revolutionized GI and liver care and provides guidance for seeking expert advice or urgent emergent care for more complex cases An outstanding feature is the prominently displayed Fast Facts in a Nutshell highlighting key takeaway points at a glance The resource reviews common GI symptoms and disorders from irritable bowel disorders including key differences between Crohn s disease and ulcerative colitis to gallstones and GERD A section on liver disease describes essential liver functions reviews liver function

tests and addresses commonly and less commonly seen liver disease diagnoses Complications of cirrhosis are examined to assure prompt recognition of these potentially deadly symptoms Additionally the book addresses liver transplantation with comprehensive attention to the evaluation process organ donation allocation and post transplant care for donor and recipient alike Each chapter includes an overview significant laboratory or imaging findings treatment options expected outcomes and Fast Facts in a Nutshell An additional feature is the provision of IDC 10 codes for billing and reimbursement Key Features Provides speedy access to current information on diagnosing managing and treating common GI and liver disorders for front line professionals Includes comprehensive review of the liver abnormal liver function tests LFTs and transplantation Reflects up to date information on the latest treatment guidelines for gastrointestinal and liver disease including celiac disease and Hepatitis C Addresses common gastrointestinal diseases and guidelines for treatment as outlined by ACG Discusses current liver disease management and guidelines for treatment as outlined by AASLD

Leadership and Nursing Care Management Diane Huber, 2013-09-24 Research Notes in each chapter summarize relevant nursing leadership and management studies and show how research findings can be applied in practice Leadership and Management Behavior boxes in each chapter highlight the performance and conduct expected of nurse leaders managers and executives Leading and Managing Defined boxes in each chapter list key terminology related to leadership and management and their definitions Case Studies at the end of each chapter present real world leadership and management situations and illustrate how key chapter concepts can be applied to actual practice Critical Thinking Questions at the end of each chapter present clinical situations followed by critical thinking questions that allow you to reflect on chapter content critically analyze the information and apply it to the situation A new Patient Acuity chapter uses evidence based tools to discuss how patient acuity measurement can be done in ways that are specific to nursing A reader friendly format breaks key content into easy to scan bulleted lists Chapters are divided according to the AONE competencies for nurse leaders managers and executives Practical Tips boxes highlight useful strategies for applying leadership and management skills to practice

Fast Facts About Substance Use Disorders Jack Spencer, 2018-11-28 The only current resource for APPs caring for people with SUDs in clear concise format This greatly needed resource is the first to provide evidence based information and strategies for APRNs and PAs who work with individuals with substance use disorders SUDs Written in a concise bulleted style for easy access to critical information the reference addresses often undiagnosed medical and psychiatric conditions which may accompany SUDs and the ethical considerations of working with affected patients and families Written by noted substance abuse experts the resource distills key information about SUDs explaining what they are and what they are not and the role of APPs in helping afflicted individuals to recover It discusses how to identify SUDs regarding signs and symptoms emergency response and specific disorders Also addressed is the use of pharmacology to treat SUDs including complementary and alternative medications person centered care for individuals with SUDs across the lifespan and how to care for afflicted individuals in a variety of

settings Key Features Distills current evidence based information in a concise bulleted pocket sized format Organized for quick access to information Delivers proven strategies for successful nursing interventions Defines substance abuse disorders across the lifespan Discusses how to de stigmatize people with substance abuse disorders Explores legal and ethical implications surrounding provision of health care to patients with SUDs **Fast Facts About Neurocritical Care** Diane C. McLaughlin,2018-10-28 This practical and common sense approach is an excellent companion to the care you provide to your patient Grace H Bryan President Association of Neurosurgical Physician Assistants From the Foreword This pocket sized guide distills complicated neurological conditions to deliver the essentials of best care for the neurocritical patient Often missing from acute care courses neurocritical care is a growing field with more patients than ever admitted to the ICU for neurocritical conditions This specialty requires specificity and precision but as this practical resource demonstrates the intricacies of neurocritical care should not be an insurmountable obstacle for any APP Written in an easy access style Fast Facts About Neurocritical Care covers the defining characteristics clinical presentation diagnostics treatment and nursing considerations of common neurological disorders seen in acute care settings Chapters review the assessment and diagnosis of common and not so common neurological conditions that can often be difficult to recognize and manage With learning objectives illustrations and Fast Facts boxes highlighting critical content this reference is an invaluable resource for orientation into this oftenchallenging specialty Key Features Useful pocket resource for difficult to master neurological conditions presenting in ICU Addresses a growing area of healthcare a rapidly expanding specialty requiring well versed nurses nurse practitioners and physician assistants Reviews the basic neurological exam as well as exam of the comatose patient Explains pertinent diagnostics including CSF interpretation and different imaging modalities Discusses commonly used treatments and medications Presents an orientation resource to this challenging specialty

Handbook of Home Health Care Administration Marilyn D. Harris,2010-10-25 Important Notice The digital edition of this book is missing some of the images or content found in the physical edition Handbook of Home Health Care Fifth Edition has been completely revised and updated to provide up to date specific authoritative guidance for the successful administration and management of home health care agencies An excellent comprehensive text this Handbook addresses detailed legal and legislative issues case management processes and state of the art technology *NCLEX-RN Review Guide* Cynthia Chernecky,Nancy Stark,Lori Schumacher,2008 A useful review tool in preparing for the NCLEX RN examination this guide is based on the latest NCLEX RN test plan including alternate item formats More than 2 000 practice questions are included in the book CD ROM package along with test taking strategies rationales and top 10 challenge questions to test your knowledge in each subject area **Fast Facts for Managing Patients with a Psychiatric Disorder** Brenda Marshall,2017-08-28 The first book to address the care of dual diagnosis patients in non psychiatric settings Brimming with practical insights and strategies this unique Fast Facts resource delivers concise quick access information about caring for

patients with common physical complaints who also have a psychiatric diagnosis It is the first book written for non psychiatric nurses in multiple clinical settings to address the needs of patients with co morbid diagnoses and facilitates the integration of skills and strategies that support recovery for patients diagnosed with mental illness Delivered in a convenient pocket sized format the guide delivers comprehensive information in easy to access short chapters bulleted lists tables and figures along with Fast Facts in a Nutshell boxes featuring key information It covers the diagnoses of common psychiatric disorders and addresses the symptom alliance between various medical diagnoses and mental illness and substance abuse and co occurring mental disorders Also included are strategies for establishing a therapeutic alliance with patients with psychiatric disorders and issues posing challenges for nurses in specific clinical settings Additionally the book explores the legal and ethical issues surrounding provision of care to patients with mental illness Key Features Delivers quick access information about caring for patients with co morbid diagnoses the first book to do so Written for non psychiatric nurses in a variety of clinical settings Presents key information in short chapters bulleted content lists tables and figures plus Fast Facts boxes Covers the diagnoses of common psychiatric disorders and de stigmatizes patients with mental illness Provides strategies for fostering successful nursing interventions

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New Nurse Manager Orientation Guide Introduction

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