

Primary Care Nurses Nursing Advisory Committee

Date: September 26, 2017

Recorder: Pam Achurch

x	Margaret Kozlowski (chair)	x	Pam Achurch	X	Present
x	Edie Pankratz	x	Marise Frankel	R	Regrets
x	Lisa Ziolkoski				

ITEM	DISCUSSION	NEXT STEPS
Review of Agenda Items	<p>Workload Staffing Reports – standing agenda item</p> <p>Review Terms of Reference</p> <p>Posting of minutes</p> <p>Transition of Quick Care Clinics/staff</p> <p>Review of Triage Framework Document</p> <p>Next Meeting</p>	
Terms of Reference	Document reviewed and approved.	
Posting of Minutes	Now to be posted online - “community health” > MNU NACs. Can be posted by Crystal.	
Workload Staffing Reports	<p>Pam has some from last summer from Access Downtown. Submitted at a time of staffing shortage. Situation now improved. Not available for review at time of meeting. Will bring to next meeting.</p> <p>WSR from Access Fort Garry – reviewed. Concerns in regards to staffing, booking of Float/Triage Nurse with patients. Only nurse scheduled that day. Not an ideal situation, difficult to meet needs of patients and clinic. No response from Manager.</p> <p>WSR from Quick Care Clinic – No PCA scheduled for clinic, PCN covered PCA desk for 2 days. Overtime not offered to obtain staffing. Response from Manager – have changed communication process to address staffing issues. Will sometimes offer overtime if necessary.</p>	Margaret will ask Manager to submit response.
Transition of Quick Care Clinics	<p>Staffing difficulties. Vermillion location has lost all it’s PCA’s and 1 PCN. Currently being reviewed by WRHA executive whether it may be necessary to close this location earlier than expected. If approved will need to be brought forward to Minister of Health.</p> <p>At present there are 7 PCN’s left working at present at the Quick Care Clinics. Quick Care Clinics closing as of end of day on January 1st. Staff have been deleted and will be going through the labour adjustment process.</p> <p>Plans for Labour Adjustment Strategy being finalized. There will be “town hall” meetings once plan is in place.</p>	
Review of Triage Framework Document	Reviewed.	
Next Meeting	Email to be sent to determine next date.	