

 <p><b>Connecticut Valley Hospital Nursing Policy and Procedure</b></p>	<p><b>SECTION A: NURSING SERVICE ORGANIZATION CHAPTER 3: NURSING COMPETENCIES TO PROVIDE CARE</b></p> <p><b>POLICY AND PROCEDURE 3.2: ORIENTATION OF PER DIEM</b></p>
<p>Authorization: Nursing Executive Committee</p>	<p>Date Effective: May 1, 2018 Scope: Connecticut Valley Hospital</p>

**Standard of Practice:**

Per Diem and Agency Registered Nurses will receive an orientation to the hospital and to the Division for which they have been hired.

**Standard of Care:**

The patient can expect that per diem and agency nurses have been oriented to the CVH RN role and are competent to provide nursing care.

**Policy:**

In compliance with The Joint Commission Standards of Practice, ANA Standards of Practice and Care and to assure appropriate and competent care, per diem and agency nurses will receive an orientation to the RN role and responsibilities at CVH.

**Procedure:**

Per Diem and Agency RN:

- a. Will be licensed as a RN in the State of Connecticut and pass the appropriate level of security clearance for the Division to which he/she has been assigned.
- b. Have experience, education and abilities assessed and confirmed during orientation.
- c. Participate in CVH Orientation as identified in *NP & P 3.1 Orientation of the New Nursing Employee* and will demonstrate competence in:
  - PYXIS Automated Medication System
  - Medication Policies and Procedures
  - Infection Control
  - Fire Safety
  - Agency Compliance
  - Code of Conduct
  - Suicide Risk Management

- Environment of Care
  - Cardio-Pulmonary Resuscitation (CPR)
  - Medical Emergencies and the Emergency Cart
  - Admission Nursing Assessment and Nursing Plan of Care
  - Progress Notes
  - Incident Reports
  - Accu-Chek Advantage and Oxygen Administration
  - Restraint and Seclusion Policies and Procedures
  - Collaborative Safety Strategies (CSS)
- d. Receive an orientation to Division and/or program specific clinical functions and demonstrate performance competency in those functions.
- e. Be supervised and evaluated by the shift Supervisor and Head Nurse. Meet with Staff Development during the orientation period.
- f. Be expected to complete the orientation requirements in a timely and professional manner. The length of orientation is assessed on an individual basis and dependent on achievement of identified competencies. An extension may be made with the permission of the Division Chief of Patient Care Services in consultation with the Nurse Executive.