



“The Role of Charge Nurse” Training

February 6 & 7, 2018 – OKC – OAHCP office

August 7 & 8, 2018 - Tulsa - OSU-Tulsa

Co-sponsors: OAHCP and PharmcareUSA

Presented by: Terrie Gordon, RN

Do you know your role as a Charge Nurse?

Join us for this 2-day training to gain knowledge and instruction on the duties you will be held accountable for as a Charge Nurse in the Long Term Care field.

Meeting Location:

OKC-OAHCP Office-1201 N. Harvey

**Tulsa - OSU-Tulsa - 700 N. Greenwood
Conference Ctr. Entrance - Room 250**

Meeting Time:

Check-in: 8:30 a.m. - 9:00 a.m.

Class: 9:00 a.m. to 4:00 p.m.

Registration:

\$250 per person member

\$350 per person non-member

Lite Lunch provided

Register on-line: www.oahcp.org

Class registration must be paid before class date

Make checks payable and mail to:

OAHCP - 1201 N. Harvey, OKC, OK 73103

Deadline to Register and Pay:

3 business days prior to class

Cancellation Policy: Cancellations received before 10 days of class date will receive full refund; cancellations received within 10 days of class date will receive refund minus: \$45 member / \$90 non-member. Cancellations MUST BE EMAILED to ccook@oahcp.org. Refunds will not be issued for no shows.

Administration of the Nursing Department

Charge Nurse Duties

Policies & Procedures

Staffing Ratios

Supplies

Management Plan

Pharmacy/Dietary Recommendations

Regulations

F-Tags

Survey Process

Systems

Chart order & process (importance)

Wound System & Technique

Incident/Accident System including reporting to State

Restorative Care System

Admission Paperwork/Discharge process

Transfer Process

Restraints Regulations & Paperwork

Weights/Nutrition/Process

Medication Pass

Treatment book System

Pain System

ADL Process including bathing & refusal

Documenting in the Nurses Notes

Physician rounds

Immunization Process

QAPI/QA

Infection Control System including FSBS

Writing Telephone orders

Lab process

Nursing Assessments

Physician and Family Notification

Care Plans