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VNIP Resource Information

Vermont Nurses In Partnership (VNIP) is a network of nurses working with colleagues to transform our 'transition to practice' framework for the 21st Century healthcare environment.

VNIP Competency and Preceptor Development Resources

The electronic manual includes proprietary teaching resources, forms and documents created for the VNIP Competency Development Framework – tools for education, support and competence validation for interns, orientees & preceptors; including examples of policies and job descriptions. Resources are provided on a CD-ROM in formats that can easily be adapted and customized to meet the unique priorities of your agency.

VNIP Electronic Resource Manual 2012 – Intern and Preceptor Development

Resources for developing new graduates & other hires via an evidenced-based framework

- A universal competence assessment tool for RNs involved in direct patient care
- At least 12 unit specific competency tools that are used with the universal form
- Clinical coaching plans that address at least 6 different specialty areas & other competency/coaching tools as developed for various VNIP partners
- Guidelines for "transition to practice" model based upon VNIP implementation, research, and formative evaluation in multiple agencies across the continuum of care
- *Templates of foundational resources such as policies, job description,* performance appraisal documents that are based on the same competence assessment expectations, preceptor job description, formative and summative evaluation tools, teaching plans and other contact hour application documents
- *Validated survey tools for evaluation of preceptor, learner, and program*
  - o Tracking documents and process for new hire nurse retention
  - o Access to web-based tools for data entry
  - o Quarterly benchmarking reports with comparisons by region/demographics

Resources for teaching preceptors via an evidenced-based model - Teaching plan and supporting documents for 18.5 contact hours of basic preceptor instruction

- Pre-assignment for independent learning and preparation for participation in preceptor workshops
- PowerPoint presentations notes and activities for 11 topic areas that have been found necessary for basic preceptor role preparation.

VNIP monthly newsletter with the rights to reproduce or redistribute the articles published therein.

Advanced coaching/ leadership development workshop topics - may be used as annual preceptor, coaching or clinical leadership updates.   Each topic packet includes teaching plan, Power Point presentation, activity handouts, and instructor's guide for offering the full day session.

Core Curriculum for Clinical Coaching: A guide to basic preceptor development & support

The third edition of this essential text has been released! The revisions reflect the evolving concepts and theory related to developing healthcare professionals for clinical practice. This text is written in a format that can be used for independent learning and/or within a blended course delivery methodology. Membership renewal includes the rights to reproduce this book for your participating employees for one year. This is renewed annually and may be paid on a monthly, quarterly or annual basis.

Advanced Coaching & Clinical Leadership Development

Membership renewal includes a selection from the VNIP Clinical Leadership Courses: With renewal, agencies may select a course topic for delivery at their facility.   Each course packet comes with the PowerPoint presentation, activity handouts and facilitator's guide.   Agency-based instructors may then customize the content and delivery to the unique needs and challenges of their agency.

Target Audience: Preceptors, managers, educators and clinical care providers who assist with the development of staff from entry level to expert practice in all disciplines.

Affirmative Coaching, A positive approach to staff development	Build on the positive and motivate staff to excel in the workplace - this program will help managers and preceptors create a positive work environment. Based on the concepts of Appreciative Inquiry - this revolutionary approach can dramatically change the way you develop and manage performance forever.
Sustaining a Collaborative Environment	This workshop will provide the framework, concepts and basic tools to create and sustain a collaborative work environment. Understanding how emotional processes affect systems, when to apply collaboration, utilize tools of collaboration and key leadership skills are vital to successful work teams and organizations in today's healthcare environment.
Unlocking the Mysteries: Communication, Personality Styles and Interpersonal Relations	Communications, and interpersonal relationships are more effective when you understand yourself, and the people you are trying to assist, develop or manage. This workshop will focus on work relationships and communication skills needed for precepting and managing relationships in healthcare work setting. We use the Meyers Briggs Personality Inventory which is the most utilized and research-based personality tool used today. It looks at: your communication styles, how you process information and relate to the world. (Requires MBPI certified instructor)
Leading the Challenge: Difficult Communication	Dealing with negative attitudes, delivering constructive feedback, and dealing with conflict are subjects that are difficult for many people. This workshop explores the power of being clear, direct and respectful while addressing difficult situations.
Creating Civility in the workplace:	This course is designed to identify and deal with the continuum of lateral hostility from incivility to bullying. Participants will explore what both individuals and the organization can do to promote cooperation and civility. A 'Code of Conduct' and 'Zero Tolerance Policy' are explored. Participants will practice using the "Compass strategy" to manage bullying and the behaviors that lead to it.
Leading with Emotional Intelligence to transform the Workplace	Explore Emotional Intelligence (EQ) and its role in successful leadership. Recent research has uncovered links between certain elements of emotional intelligence and specific behaviors associated with improved leadership effectiveness. This workshop will explore the impact of EQ on healthcare leadership and team process. Participants will hear lecture, engage in small group activities, and practice with tools and techniques related to Emotional Intelligence as it applies to leadership.
Riding the Wave of Change	A one day workshop that can help you navigate 'the wave of change' experienced in the 21st Century Healthcare environment. Understanding the issues and reactions that are inherent to the 'change process' allows you to emerge with positive results while minimizing resistance. The workshop content and delivery targets both people and the processes that bring about change in a positive, pro-active environment.
Mentoring: The Gateway to Professional Development	This one day workshop is designed to take the intern beyond the internship in to continuing professional growth and development. The support structures needed for the full 'transition to practice' period include preceptor program, clinical mentoring and professional mentoring. With this workshop, the Mentor will learn the secrets of creating the "magic" in a mentoring relationship.

Addendum D: VNIP Survey tools, data collection and reporting

When administered – when and what is reported. Timely and direct entry of data is required, with interns and preceptors completing the web based survey tools as scheduled for measurement accuracy.

Survey tool	Questions being asked (change being measured)	Demo-graphics required	When administered	What is reported	When reported (reports sent by e-mail)
Transition to practice	Effectiveness of competency development? Level of staff satisfaction with process? Unit-specific level of framework effectiveness? Impact of adopting VNIP framework for transition?	Which state, agency, unit Role Year	**Annually** – prior to system change and then after	Report of state-wide summary data. Report of agency data. Reports of specific unit data.	Timing will be individualized based on agency contract At start – 6 week period allowed for survey completion Re-survey will occur at end of pilot project or one year later.
Workplace Support	Effectiveness of workplace support for transition? Effectiveness of competency development? Impact of transition support on delivery of safe and effective care?	Which state, agency, unit Role Year	Annually – during quarter that is pre-determined, based on program adoption timing.	Report of state-wide results Report of agency results. Report of specific unit results.	Annually
Preceptor evaluates program	Program effectiveness? Recommendations for change in program delivery based on evaluation results?	Agency Unit Year	At the end of internship Annually as a retrospective analysis	Summary report	Quarterly Cumulative for each year of data collection Year-end report and data clearing at the end of year.
Intern evaluates program	Program effectiveness? Recommendations for change in program delivery based on evaluation results?	Agency Unit Year	At the end of internship Annually as a retrospective analysis	Summary report	Quarterly Cumulative for each year of data collection Year-end report and data clearing at the end of year.
Periodic progression evaluation	Progression of capability Comparison of intern's assessment of progression to preceptor response. Benchmarking progression between new grads, new to specialty, RN vs LPN	Which week of internship Time Period (Quarter) Agency Name I am a preceptor New grad RN New to specialty RN New grad LPN New to specialty LPN	Weekly	Comparison of weeks 2, 4, 6, 8, 10 Comparison of progression assessment between different types of interns.	Quarterly Cumulative for each year of data collection Year-end report and data clearing at the end of year.
Preceptor expertise evaluation	Self-assessment only *(Could be used for performance appraisal, but an 'aggregate data' process would be required)*	Intern vs Preceptor State Agency Specialty area			Quarterly Year-end report and data clearing at the end of year.
Preceptor preparation survey -	Are preceptors adequately prepared and supported for role? What instruction is essential for their role preparation? Which roles apply for precepting? How can we better support preceptor &/or intern needs?	Type of preparation for precepting Content areas that were taught Years of nrsg experience Years of precepting experience	Looking forward Looking back on needs and issues	Effectiveness / adequacy of instruction What change in performance results from instruction and support system. Which preceptor roles are prioritized.	Tool currently under development – will be found on VNIP web site.

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