Position Statement Task Force Final Report
August 15, 2012

Task Force Members
Chair: Mary Grindel
Members: Donna Ellis, Donna Bowles, Earl Dalton, Elizabeth Day, Carolyn McGee, Elaina Diaz
BOD Liaison: Jane Lacovara    Staff Liaison: Maura King

Charter Information
Charter: Attached in Appendix A
Charge to Group: Review current position statements and develop a process for archiving outdated position statements and developing new position statements.
Outcome/Deliverables:
1) A report of the review and suggested disposition of current position statements.
2) A written process for archiving outdated position statements and one for developing new position statements.
3) Development of a tool for determining the applicability of adopting the position statements of other organizations.
Charter Date: May 2011    Kick-Off Conference Call Date: July 2011

Recommendations and Deliverables

1. Task force recommends that AMSN archive the following position statements based on the review of the board and the task force. These position statements are either not currently used by members, have become standard practice, are not evidence based; or they are position statements that are not unique to med-surg nursing. See Appendix B for Deliverable 1.
   a. Mentoring
   b. Mandatory Overtime
   c. Medication Errors
   d. Worker Safety
   e. Care of the Older Adult
   f. Environmental Tobacco Smoke
   g. General Health and Wellness
   h. Terrorism
   i. Professionalism
   j. Patient Bill of Rights

☐ Approved by BOD    ☐ Not Approved
Comments: 

2. Task force recommends that AMSN archive the following AMSN position statements, but endorse the position statements of other organizations based on their expertise and recognized leadership in the following specific areas. See Appendix B for the other organizations.
   a. Pain Management
   b. Code of Ethics
   c. Nurses’ Bill of Rights
   d. Use of Hallway Beds
3. **Task force recommends that the following position statements be retained.** Updates were made and will be submitted to the board for review and approval separately.
   a. Staffing Standards
   b. Health Literacy
   c. Political Awareness
   d. Med-Surg Nursing Certification

4. **Task force recommends that a new combined position statement be developed on Workplace Advocacy that incorporates positions on Worker Safety, Mandatory Overtime and Healthy Work Environments.** This new position statement will also be submitted to the board for review and approval separately.

5. **Task force recommends that a new archive process be adopted, including making archived position statements available on the AMSN Website.** AMSN did not have a written process for sunsetting position statements, nor public access to our archives. AMSN receives enough legal suit requests for archived position statements that it warrants a public archive. See Appendix C for the archive process developed by task force.

6. **Task force recommends that a new algorithm and process for determining, creating and approving new position statements be adopted and made public on the AMSN Website.** AMSN needed an updated process and more complete algorithm that takes additional factors into consideration when determining the need for a new position statement. See Appendix D for algorithm and process developed by task force.

7. **Task force recommends a new tool for determining the applicability of adopting the position statements of other organizations.** AMSN did not have specified criteria, but the Board previously determined that they would prefer to endorse position statements of other organizations who were recognized as experts in the area instead of creating an AMSN position statement on the topic. See Appendix E for tool developed by task force.
Budget Implications
List any budget implications including hours and expense for national office (NO) services staff and hours for national office association staff over and above normal hours.

Estimates:
NO Web Services Staff & Association Staff Hours to develop new Position Statement web section that includes updates, archive and new tools. This will also be done in conjunction with the AMSN Website redesign. 3,000

Total Estimated Expenses $3,000

☐ Budget approved by BOD ☐ Budget approved with revisions as noted below
☐ Budget Not Approved

Comments:

Disposition of Charter
☐ Work is complete. Dissolve task force.

☐ Work is complete with implementation to be accomplished by national office. Maintain on-call active status of chair or a few task force members for review of implementation. The balance of the task force may be dissolved.

☐ Work is complete. Dissolve this task force and create an implementation task force. Members from this task force may want to participate in the implementation task force.

☐ Disposition approved by BOD ☐ Disposition Not Approved

Comments and Further Actions Required: