

Good Morning Nurse Managers,

This note will provide essential information about the IV Pump Super-trainer (ST) role. It is recommended that the number of STs for your unit is equal to about 15% of the staff that need to be trained on IV Pumps. As you make decisions regarding the number of STs needed, keep in mind that having more STs will make the transition smoother for your staff. STs should be balanced between day, evening, and night staff to provide shift resources on your unit.

Action Needed: The IV Pump Replacement Education Planning Committee would like the names of your unit identified STs. This is being done to develop a ST Communication plan. We are going to be developing an IV Pump ST e-mail distribution list to keep the group apprised of any changes related to the IV pump replacement project. Please click on the Google Doc below to enter their information. We are requesting STs be identified and added to the Google Doc below by **February 3rd, 2016**.

https://docs.google.com/spreadsheets/d/1KlzBsnbNniUDzSE8-kl_SSHbmM36gQki-14Ofdyivo4

ST Education plan:

- ST to complete prerequisite on-line training via a computer based learning (CBL) module (approximately 60 minutes) will be available by the end of February. The interactive CBL provides a great overview of the pump and its modules. It needs to be completed prior to attending a class.
- ST to attend ST live classroom training which will start the week of March 28th, 2016. Class will take approximately 3 hours.
- STs are highly encouraged to reinforce their pump knowledge by assisting CareFusion instructors with an End-User training class. This will give them greater exposure to the pumps.
- A training schedule for STs and End Users will be published over the next several weeks. NetLearning enrollment will be available at that time.

End User Note:

As you are preparing for End-User classes, we would appreciate your assistance in making sure that we get 80% or greater of your staff to the classes (March 28th – April 22nd). Achieving the 80% goal of staff class attendance for your unit allows us to know that your unit has sufficient training on the pump and is critical to the success of converting to the new pumps on your unit. Additional information on the ST role is attached to this email

April 28th (Go-Live) Preparation:

- The ideal situation for go-live day would be to have your STs available to work during the day of Go-Live without a patient assignment. We are highly recommending that you plan for this. Disruption to patient care will be minimized if you have STs available on Go-Live day to assist the conversion team with device change over on your unit.

Thank you for your attention to this.

The IV Pump Replacement Project Committee