



**Wisconsin Nurses Association APRN Roundtable in Partnership with
WNA NP Forum Mutual interest group**

CHARTER

November 2018

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INTRODUCTION

1.1 PURPOSE OF APRN ROUNDTABLE MEMBERSHIP CHARTER

The WNA APRN Roundtable charter documents information required by decision makers to approve and support the activities necessary for a successful launch, cultivation, and sustainability of the APRN Roundtable. The APRN Roundtable Charter includes the needs, scope, justification, and resource commitments.

The intended audience of the WNA APRN Roundtable Charter is the sponsor (WNA), collaborative leadership of the WNA NP Mutual Interest Group, and the members.

APRN ROUNDTABLE OVERVIEW

2.1 OVERVIEW OF THE WISCONSIN NURSES ASSOCIATION

WNA's purpose is to be a catalyst for transforming health care and advancing the nursing profession to improve health for all in Wisconsin. Our goals are to provide advocacy and professional development services to the WNA member using the following programmatic pillars:

- Legislation and Regulation
- Workplace and workforce
- Practice, Quality, and Research
- Education
- Leadership

2.2. OVERVIEW OF THE WNA NURSE PRACTITIONER FORUM MUTUAL INTEREST GROUP

WNA Mutual Interest Groups (MIGs) are comprised of WNA members who have common interests and needs who meet together for educational advancement, networking, and dissemination of information in their area of nursing interest.

The purposes and goals of the WNA NP Forum Mutual Interest Group are to:

- Support the 25 percent of the WNA membership who are Nurse Practitioners.
- Serve as the recognized voice for Nurse Practitioners in Wisconsin.
- Protect and advance the role and practice of Nurse Practitioners through active membership involvement in WNA's structure and functions.
- Influence the quality and quantity of continuing education.
- Provide a forum for Nurse Practitioners to organize and act around professional, educational, economic and legislative issues, within the MIG Guidelines of WNA.
- Collaborate with other Advanced Practice Registered Nurse Associations.
- Serve as resource to the WNA Board of Directors, structural units, and/or other MIGs.

2.3 WISCONSIN'S APRN NETWORKS

There are professional nursing associations that provide membership related services to the four APRN roles. There are also numerous Nurse Practitioner (NP) networks and groups across the state that meet primarily for education-related functions. Consistent communication across these groups is of value; however, critical gaps and fragmentation exist that can impact practice, reimbursement, autonomy and patient access to quality APRN care and services.

2.4. DESCRIPTION OF WNA APRN ROUNDTABLE

The WNA APRN Roundtable is comprised of formal and in-formal groups of APRN's and APRN-related associations informally bound to one another through exposure to a common set of problems and common pursuit of solutions. The APRN Roundtable is a way of developing social capital, nurturing new knowledge, stimulating innovation, sharing knowledge, and augmenting the assets the group brings. The APRN Roundtable members view each other as peers. Their outputs can include best practice sharing and implementation, guidelines, knowledge repositories, technical problem and solution discussions, working papers, and strategies.

WNA provides the infrastructure of the roundtable and leadership that presents an opportunity for APRNs from across the state to formally meet to dialogue and develop reports related to issues and trends that impact the practice, education, research, workforce and leadership of Advanced Practice Registered Nurses.

The WNA APRN Roundtable also commits to addressing health equity as the highest guiding principle in all of its work as it recognizes that best practices have not truly been achieved until all disparities of care in underserved communities have been removed and the health of those communities brought into parity with more resourceful Wisconsin communities.

JUSTIFICATION

3.1 NEED FOR APRNS

- The 2016 Wisconsin Nursing Workforce reports that there are 4,395 APRN working in Wisconsin which represent 5.9% of the RN workforce. This percentage is well below the national average of 10.4% of the U.S. nurse workforce (Budden et al., 2016). The demand for APRN services is growing because:
- Hospitals throughout Wisconsin are facing serious provider shortages and need expert clinicians like Nurse Practitioners, Clinical Nurse Specialists and Nurse Anesthetists. The Wisconsin Hospital Association 2015 workforce publication reported vacancy rates of 9.7% for advanced practice nurses and 4.3% for certified registered nurse anesthetists.
- Increase in the use of same day surgical centers in urban and rural settings is dependent on the services of Certified Registered Nurse Anesthetists and other on-

site APRNs.

- Primary care is focusing on patient-centered care coordination that will require prevention and health promotion services particularly for patients with chronic diseases that can be effectively managed by Nurse Practitioners and Clinical Nurse Specialists.
- Comprehensive women's health care across the life-span including obstetrics is increasingly the preferred method of health care delivery which is provided by Certified Nurse Midwives.
- The growth in Medicare eligible individuals in Wisconsin will increase from 13% (726,280) in 2005 to 22.3% (1,485,570) in 2035. This will require greater numbers of practitioners, including APRNs, to provide collaborative and coordinated team-based care in order to achieve quality health care outcomes and cost-efficiencies.
- The number of businesses offering on-site primary care and occupational health services benefits will continue to increase due to relevant, timely employee access to cost-effective and high-quality care provided by Advanced Practice Registered Nurses.
- Health care systems can attest to the benefits of utilizing APRNs in both acute, primary, occupational and community settings.

APRNs working collectively, using a roundtable structure, can support APRN practice, increase satisfaction in the practice environment, address the APRN faculty shortage and leadership in defining the APRN role and scope of practice.

SCOPE

4.1 VISION

Wisconsin APRNs will function at their highest level of education and licensure to provide access to quality care and services for patients with minimal disruptions, and have opportunity for critical communication among their APRN colleagues

4.2 MISSION

WNA will provide a relevant active platform that address APRN issues in Wisconsin across the spectrum of practice, education, research, workforce and leadership using an APRN Roundtable structure.

4.3 GOALS

The goals of the WNA APRN Roundtable are the larger collective aims of its partner members rather than the specific priorities or activities of the individual member. These continuing aims are as follows:

- Provide a formal and structured forum for discussion, identification of issues, possible solutions and formal statements that support APRN practice.
- Advance patient access to APRNs services regardless of the setting.
- Encourage the adoption of best-practices related to policy, practice, workplace, education, and leadership within the APRN workforce.

4.4 HIGH-LEVEL REQUIREMENTS

The following table presents the requirements that the WNA APRN Roundtable activities must meet in order for the identified objectives to be satisfied.

#	REQUIREMENT
1	Develop strategic context and receive partner leadership support /approval
2	Launch the APRN Roundtable; invite participation
3	Encourage participation and collaboration of all eligible members
4	Assess roundtable effectiveness
5	Annual review and renewal of charter by all members.

APRN ROUNDTABLE MEMBERSHIP

5.1 WNA ROLE AND RESPONSIBILITY

WNA will assume a leadership role as sponsor, convener, facilitator, and provide an infrastructure. More specific responsibilities include:

1. Identify schedule of meetings through polling
2. Procure meeting space and arrange for food/beverages
3. Maintain member listing
4. Collect annual membership dues
5. Provide a website platform
6. Record and maintain proceedings of meetings
7. Provide an annual report
8. Support white paper development and distribution

5.2 INDIVIDUAL REPRESENTATIVE AND ORGANIZATIONAL BENEFITS

Through the sharing, creation and management of knowledge around APRN issues the WNA APRN Roundtable will enable individuals to:

- Continue learning and developing professionally
- Access expertise
- Ask for or offer assistance
- Improve communication with peers
- Increase productivity and quality of work

- Network to keep current in the field
- Strengthen professional relationships
- Enhance professional reputation

The benefits for the association/organization will support:

- Reduction in time/cost to retrieve information
- Reduction in learning curves
- Improve knowledge sharing and distribution
- Enhance coordination, standardization, and synergies across organizational initiatives
- Reduce rework and reinvention
- Enable innovation
- Build alliances
- Strengthen organizational relationships

5.3 APRN ROUNDTABLE NORMS

- Operate around the following governance principles: participation, transparency, responsiveness, consensus orientation, equity and inclusiveness, effectiveness, efficiency, accountability, and rules of engagement
- Be open to all with an interest and who abide by the roundtable norms
- Encourage the ongoing education of members and the deepening of expertise among members

5.4 GROUND RULES FOR BEING A MEMBER

- Members as partners are willing to share challenges, and lessons learned as well as successes
- Members strive to create an environment of trust and to foster insightful, non-threatening discussion of ideas and experiences
- Members distribute leadership responsibilities and collectively share in the management of the identified activities.
- Partnership and topics reflect APRN focused issues and organizations.
- Members advance their personal and professional goals through participation in the roundtable.
- Members are practitioners and stakeholders, contributing to the roundtable through their experiences, skills, and time
- Members agree to be respectful and use appropriate language in group discussions and to listen and respond to each other with open and constructive minds

- Members will not be afraid to respectfully challenge one another by asking questions, but refrain from personal attacks -- focus on ideas—focus on clarity
- Members will participate to the fullest extent possible -- community growth depends on the inclusion of every individual voice
- Members commit to search for opportunities for consensus or compromise and for creative solutions
- Members will contribute to an atmosphere of problem solving rather than stating positions
- Members agree to speak from their own experiences instead of generalizing ("I" instead of "they," "we," and "you")
- Members will attempt to build on each partner's strengths, and help each other improve areas in need of further development

ASSUMPTIONS, CONSTRAINTS, AND RISKS

6.1 ASSUMPTIONS

The following assumptions were taken into consideration in the development of this WNA APRN Roundtable. If any of these assumptions prove to be invalid then the APRN Roundtable could face a possible risk.

1. There is an interest among stakeholders and providers in forming informal and formal connections.
2. There will be members who take increasing responsibility for stewarding the success of the APRN Roundtable.
3. WNA will support the time investment for their staff to participate in the WNA APRN Roundtable.

6.2 CONSTRAINTS

The following constraints were taken into consideration in the development of the WNA APRN Roundtable.

1. The availability of members to participate collectively at a single unique time may limit the number of participants.
2. The priorities or obligations of a given organization or member may at times limit participation in or leadership of the APRN Roundtable.

6.3 RISKS

The following is a listing of the risks for the WNA APRN Roundtable membership:

- APRN Roundtable does not draw or sustain interest
- APRN member leaders do not emerge
- Members do not engage
- APRN Roundtable loses relevance

APRN ROUNDTABLE ORGANIZATION

7.1 STAKEHOLDERS (INTERNAL AND EXTERNAL)

A stakeholder is a person or organization – such as sponsors and the public – that is actively involved with APRNs, and/or that could positively or negatively impact the achievement of the APRN Roundtable objectives, and/or whose interests may be positively or negatively affected by the execution or completion of the APRN Roundtable products. The table below shows the stakeholders currently identified.

STAKEHOLDER	LEADERSHIP	REPRESENTATIVE(S)
Wisconsin Nurses Association	WNA Board of Directors	Lisa Pisney, APRN Representative to the WNA Board
WNA NP Forum MIG	NP Forum Board of Directors	Tina Bettin, NP Forum President
The associations with a national affiliation that represent the 4 different roles	The association Board of Directors	TBD
NP associations/or groups that do not have a national affiliate	The association Board of Directors	TBD
The nine in-state advanced practice registered nurse educational programs	The Dean of the educational program	TBD
Health system or independent employer who sponsors internal APRN groups, i.e. councils, advisory groups etc.	The Director of the APRN Council	TBD
Wisconsin Organization of Nurse Leaders	The President of the Board of Directors	TBD
Wisconsin Center for Nursing	The President of the Board of Directors	TBD
Others		

MEMBERSHIP

8.1 APPLICATION PROCESS

Interested entities or individuals will complete the on-line application, acknowledge commitment to the charter and pay annual membership fee. (January 1 to December 31)

8.2. MEMBERSHIP DUES STRUCTURE

1. EMPLOYERS OF APRNS

Less than 15 APRNs	\$100.00
16 to 99 APRNs	\$300.00
100 or more	\$500.00

2. APRN ASSOCIATIONS

State association with direct national affiliation	\$250.00
State association without national affiliate	\$100.00

3. SCHOOLS OF NURSING WITH AN APRN PROGRAM \$150.00

4. OTHER STATE NURSING ASSOCIATIONS \$150.00

5. STATE AGENCIES WITH APRN EMPLOYEES \$ 50.00

6. INDIVIDUAL MEMBER

WNA member	\$ 50.00
Non-WNA Member	\$150.00

MEMBER COMMITMENT AND ANNUAL RENEWAL

9.1 The APRN Roundtable members listed below commit to the mission and agree to abide by the charter of the WNA APRN Roundtable. Any changes to this charter will be implemented only in consultation with the all the members. Additionally, members should annually review and renew their commitment to the APRN Roundtable as outlined in the Requirements section of the charter.

PARTNER	REPRESENTATIVE	CONTACT INFORMATION