

<b>2<sup>nd</sup> Month Agenda</b>	Mentor Initials
<p><b>Orientation</b> How are things going with your preceptor? How long is your orientation? Will you be changing shifts? Do you feel like you are progressing? _____ Do you feel like you are able to manage your time /assignments? Have you been able to document some of your clinical skills on Galen? _____ What skills are you the most comfortable with?</p>	
<p><b>Communication Skills/Handling Conflict</b> How comfortable are you with communicating with your charge nurse/physicians? Any uncomfortable situations? How did you handle it? What is your biggest challenge? What did you learn? Have you experienced reality shock? What would you do different?</p>	
Review Nursing Organizational Chart, Strategic Goals, and unit goals	
Review Social Media (NA Policy 168) & (HR 36.5)	
Patient Satisfaction-What's in it for me?	
What feedback have you received? _____	
Have you had your 90-day evaluation? Performance Manager / Setting Goals?	
<p><b>Professional Advancement Opportunities</b> Identify short term and long-term goals? How can I help you achieve your goals? Transfer eligibility (12-15 months based on contract period). (Policy HR 32)</p>	
<p><b>Educational Reimbursement: (Policy NA 134.1)</b> Have you considered going back to school? 80% reimbursement per semester, up to \$8,000 per year, 1 year to UMC post-graduation</p>	
<p><b>Certification: (Policy NA 165)</b> Let's discuss the certifications you will be eligible for in your specialty area. <b>Some helpful resources may be:</b></p> <ul style="list-style-type: none"> <li>• <b>American Nurse Credentialing Center:</b> <a href="http://www.nursecredentialing.org/">http://www.nursecredentialing.org/</a></li> <li>• <b>Medical-Surgical:</b> <a href="https://www.amsn.org/certification/med-surg-certification">https://www.amsn.org/certification/med-surg-certification</a></li> <li>• <b>ICU:</b> <a href="http://www.aacn.org/dm/mainpages/certificationhome.aspx?menu=certification">http://www.aacn.org/dm/mainpages/certificationhome.aspx?menu=certification</a></li> <li>• <b>Emergency Center:</b> <a href="http://www.bcencertifications.org/Get-Certified/CEN.aspx">http://www.bcencertifications.org/Get-Certified/CEN.aspx</a></li> <li>• <b>Progressive Care:</b> <a href="http://www.aacn.org/wd/certifications/content/pcnlanding.pcms?menu=certification">http://www.aacn.org/wd/certifications/content/pcnlanding.pcms?menu=certification</a></li> <li>• <b>Operating Room:</b> <a href="http://www.cc-institute.org/cnor">http://www.cc-institute.org/cnor</a></li> </ul> <p>Once you meet the certification requirements, UMC will pay upfront or reimburse (either one) in the event you decide to become certified. Review certification differential.</p>	

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Mentee Printed Name                      Date

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Mentor Printed Name                      Date

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Mentee Signature                      Date

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Mentor Signature                      Date