



Procedural Sedation in the ED

“HOW TO” CHECKLIST

THE FOLLOWING POINTS SHOULD BE CONSIDERED REGARDLESS OF WHETHER YOUR ACTIVITY ON THIS ISSUE IS PREEMPTIVE OR REACTIVE TO WHAT IS OCCURRING IN YOUR STATE.

- ✓ Once a State Council decides to work on the issue of procedural sedation in the ED, contact Kathi Ream, ENA's Washington Representative, at 703-241-3947 or enagov@aol.com. She will help you in determining your best course of action and share with you what others are doing.
- ✓ Develop a defined goal. Focus on desired results, not problems.
- ✓ Think coalition! Who are your allies? Emergency physicians, state nurses association, critical care nurses and physicians, and state hospital associations may all be resources whom you can tap. The broader the base of stakeholders, the greater the potential for success.
- ✓ Identify the individuals/organizations that may oppose your position and consider ways in which you can invite them to the table to discuss the issue and perhaps gain consensus on an approach that will address their concerns regarding patient safety as well as those of emergency nursing to provide patient comfort. Talking to an ENA member who has worked on this issue in another state can be helpful in anticipating the concerns that opponents have.
- ✓ Assess who your allies and opponents are within your state board of nursing. Does anyone in your coalition know one of the board members who may be able to provide some insight into previous discussions of the issue. What types of information can you provide for the board of nursing to give them an evidence-based perspective of the issue.
- ✓ Familiarize yourself with your state practice act and any other relevant position statements of your board of nursing. Research the relevant JCAHO regulations and position statements of the professional organizations involved.
- ✓ Construct a leadership team to reap the benefits of advanced planning and ground work.
- ✓ Establish well-defined communications channels within the coalition and with your own members. See “Template Letter Activating State ENA Members” in the Procedural Sedation Advocacy Packet.
- ✓ Before you contact the State Board of Nursing (Template Letter to State Board of Nursing), make sure you are comfortable with the elements of the position statements of ENA and ACEP regarding this topic. Refer to “Background Articles and Information” in the Procedural Sedation Advocacy Packet.
- ✓ A face-to-face meeting is the most effective way of communicating with your board of nursing. Arrange to have leaders of your coalition meet with the executive director of the state board of nursing to discuss the issue.
- ✓ Keep the national ENA in your communications loop and include Kathleen Ream, ENA's Washington Representative, 703-241-3947 or enagov@aol.com.