

PRIVILEGED & CONFIDENTIAL

This is a privileged and confidential record of the Nursing Peer Review Committee. Disclosure or re-disclosure is prohibited except as authorized by the Nursing Peer Review Law, Board of Nursing Rules and facility policies.

SAFE HARBOR NURSING PEER REVIEW ACTIVITY SHEET

1. Date and time of request for safe harbor: _____

2. Nurse made request on:

Quick Request Form Yes___ No___

If yes, did nurse complete Comprehensive Request Form before leaving work at end of work period? Yes___ No___

Comprehensive Request Form Yes___ No___

3. Did nurse engage in conduct or assignment during 14-day period awaiting the nursing peer review determination because it was beyond the nurse's scope as described in Rule 217.20(g)(1(A))?

Yes___ No___

If No, nurse did not engage in conduct during 14-day period:

- ___ a. nurse documented this in Comprehensive Request Form.
 - ___ b. nurse supervisor collaborated with nurse in an attempt to identify an acceptable assignment that would be within the nurse's scope and enhance patient care.
 - ___ c. the results of this collaboration were documented in writing and maintained in the peer review records.
 - ___ d. describe nurse's stated reason for not engaging in the conduct awaiting peer review's determination.
- _____
- _____
- _____
- _____

4. Did request involve questioning the medical reasonableness of a physician's order?

Yes___ No___

___ If yes, the medical staff or medical director made a determination as to the medical reasonableness of the order as required by NPR Law 303.005.

5. Was an informal workgroup used? Yes___ No ___

Note: The use of an informal workgroup does not change the required timeline a determination of nurse's duty be made within 14 days of request.

6. ___ Nurse offered opportunity to meet with committee, ask and respond to questions, and ___ make a verbal/written statement as required by BON Rule 217.20.

7. Timelines

- Determination made by committee and Nurse's Administrator notified no more than 14 days from date of request
- CNO/Nurse Administrator reviewed and notified nurse within 48 hours of committee's determination

Note: *If committee's determination is that conduct or assignment violates a nurse's duty to patient, nurse's protections from disciplinary action from BON terminate 48 hours after nurse notified of committee's determination. Nurse's protections from retaliation by facility for making request continue indefinitely.*

8. Did committee determine that the requested conduct or assignment violated the nurse's duty to a patient(s)?
Yes___ No___

9. Did Nurse's Administrator decide not to follow committee's determination because disagreed in good faith with that determination?

Committee's determination followed Committee's determination not followed

If the nursing peer review's determination was not followed:

the disagreement of the Nurse Administrator's was in good faith because it was supported by a reasonable factual or legal basis for disagreeing which was:

the Nurse's Administrator's rationale for disagreeing was recorded and included in the committee's records?

Note: *The Nurse's Administrator cannot overrule or modify the nursing peer review committee's determination of the nurse's duty. The determination stands as the committee's decision even if Nurse's Administrator disagrees with it.*