



California State Council

POLICY AND PROCEDURE

Title: California Institute for Quality, Safety and Injury Prevention (IQSIP) Committee	Number:
Cross Reference:	
Approved by: California ENA Board of Directors	Origination Date: 08/10/2016
Review Date(s):	Approval Date: 01/12/2017
	Revision Date: 08/01/2016

I. POLICY PURPOSE:

To establish the Institute for Quality, Safety and Injury Prevention (IQSIP) as a Standing Committee of the California State Council Emergency Nurses Association (Cal ENA); and to describe the Committee’s membership and responsibilities.

II. POLICY BACKGROUND:

The Institute for Quality, Safety and Injury Prevention (IQSIP) is a functional area within ENA that provides subject matter expertise and a concentrated focus on issues related to practice, quality, safety, injury prevention and wellness. Cal ENA may provide resources, develop programs, and lead projects that empower emergency nurses to integrate quality, safety, injury prevention, and wellness into their everyday practice and become leaders within their institutions and communities. Cal ENA will collaborate with local, regional and national organizations on topics and projects relevant to the specialty of emergency nursing.

III. PROTOCOL:

1. Membership: All California Emergency Nurses Association (ENA) members interested in quality, safety and injury prevention are welcome to attend committee meetings.
2. The IQSIP shall consist of the following who shall be appointed to the Committee by the State Council President according to ARTICLE XI of the Bylaws.
 - a. Chair
 - b. Chair-Elect
 - c. Nonspecific number of members, preferably one from each Chapter with an interest in the committee’s purposes
 - d. State Council Board of Directors (BOD) Liaison
3. Qualifications: Chair and Chair-Elect shall have and maintain:
 - a. Current active ENA membership;
 - b. Current professional nursing licensure in the state of California;
 - c. Certified Emergency Nurse (preferred); and
 - d. Knowledge of current quality and safety initiatives.
4. Membership: Members shall have and maintain:
 - a. Current active ENA membership
 - b. Current professional nursing licensure in the state of California



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5. All terms of office will be defined as a calendar year beginning in January and ending in December.
 - a. Chair: One (1) year term, subject to reappointment
 - b. Chair-elect: One (1) year term, subject to reappointment
6. All vacancies will be filled by the State Council President according to ARTICLE VII of the Bylaws.
7. Specific Responsibilities:
 - a. Chair:
 - i. Develop, submit for approval and monitor an annual Committee budget.
 - ii. Submit a written report of Committee progress at the State Council meetings. If present, deliver an oral report on behalf of the Committee at said meetings.
 - iii. Submit an annual written summary report of Committee activity to the State Council.
 - iv. Call and chair (or delegate if not able to attend) meetings to coincide with the regularly scheduled State Council meetings.
 - v. Develop and distribute meeting agendas and minutes for Committee meetings.
 - b. Members:
 - i. Disseminate IQSIP information to local Chapter members in a timely manner.
 - ii. Attend Committee meetings.