

[Official Institution Logo]



Policy to Ensure Ongoing ACHD Education of Inpatient Nursing Staff

Date Effective: MM/DD/YYYY

Type of Policy: Please indicate if this document is hospital policy or ACHD program policy/clinical guideline.

Purpose

Indicate why this policy is in place and the population that it benefits.

Policy Statement

State the actual policy to ensure ongoing education of inpatient nurses. This statement can be a brief overview of the nursing education policy, but please reference the general aspects of ACHD care that this training covers.

Procedures

Describe the specific procedures to ensure ongoing education for inpatient nurses and staff about ACHD and the specific challenges these patients face. This should include:

- Number of FTEs devoted to nursing education
- Relationship between children's institution and adult institution (i.e. if care is provided at a children's hospital and an adult hospital, do inpatient nurses at both facilities receive ACHD education?)
- Frequency of nursing education
- Structure of education (i.e. in-person meetings, online trainings etc.)
- Any additional committees involved in nursing education

References

If applicable, please list any articles or other resources utilized to develop your institution's education of inpatient nursing staff.

Required Signatures

This document requires signatures from specific personnel. Please note that we require signatures from **ALL** of the individuals listed below in order for the document to be valid:

- Medical Program Director of ACHD
- Director of Nursing (or equivalent)

Helpful Tips

If you would like, please upload any additional documentation or examples of education materials to the additional files section of I Inpatient services. It is not a requirement. Please save the document with I4 in the title so that we know which policy/procedure the uploaded document references.