

# Report Submission Confirmation

**NYS ENA Chapter/Committee Name:** Education

**National Committee / Other:**

**Date:** 12/01/22

**Chapter/Committee News:**

Meeting was held 11/17/2022 1900-1945.

Education Event Planning form reviewed and is available for use. It's located under FORMS tab on NYSENA website. Upon submission of completed form, it is forwarded to Education Chairperson for review, then sent to Communications/NYSENA Secretary for electronic distribution of event. A minimum of 30 days prior to event notice is highly recommended.

Best Practice in Education discussed. Topics of interest include initial welcome to ED with all on-boarding and orientation, competencies, forensics, A-I and correct documentation vs "texting" documentation.

Carolyn Dixon volunteered to share a few education best practices at the January 19th meeting.

Reminder: ALL 2023 EDUCATION COMMITTEE MEETINGS DATES LOCATED ON NYSENA CALENDAR.

**Attendance:**

Mary Ann Teeter (Chairperson), Linda Yonkin (BOD liaison), Sue Chalupa Breese, MaryAnne Portoro, Carolyn Dixon, Coleen Vesely

**Submitted By:** Mary Ann Teeter

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