Name: _____
Congregation: _____
Month: _____ Year: _____

Faith Community Nurse Network Of the Greater Twin Cities

Monthly Summary

I. CLIENT INTERACTIONS

A. New ____ Follow-up _____ B. Male _____ Female _____

C. Member _____ Non-Member _____

Total # of Interactions _____

D. Location

C _____ O _____ H _____ HV _____ NH _____ P _____ PA _____ E _____Other _____

(**CODE:** C = CONGREGATION; O = OFFICE; H = HOSPITAL; HV = HOME VISIT; NH = NURSING HOME; P = PHONE; PA = PANTRY; E = E-MAIL)

E. Age

0-12 _____ 13-17 _____ 18-30 _____ 31-50 _____ 51-65 _____ 66-80 _____ over 80 _____ unknown _____

F. Ethnic Heritage

Caucasian _____ African American/Black _____ Hispanic _____ Asian/Oriental _____

Native American _____ Middle Eastern _____ Far Eastern _____ Multi-cultural _____

Unknown _____ Other _____

II. PURPOSE OF INTERACTION

A. Spiritual _____

Advanced Care Planning _____

B. Health/Wellness Issue

Cancer _____
Cardiovascular _____
Chronic disease _____
GI _____
GU/Reproductive _____
Infectious disease _____
Mental health _____
Musculoskeletal _____
Pulmonary _____
Sensory _____
Health-seeking behavior _____
Other (specify) _____

C. Psychosocial _____

D. Safety/Environment _____

E. Financial _____

F. Other _____
(specify) _____

III. INTERVENTIONS

A. Spiritual Care _____

B. Health Teaching _____

C. Supportive Care _____

D. Assessment _____

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IV. REFERRALS

Referral From:

S _____ M _____ NM _____ CS _____ MD _____ HCP _____ ME _____ PN _____ FAM _____ Other _____

Total AHC Referrals _____

(**CODE:** S = SELF; M = MEMBER; NM = NON-MEMBER; CS = CONGREGATIONAL STAFF; MD = PHYSICIAN; HCP = HEALTH CARE PROFESSIONAL; ME = MEDIA; PN = PARISH NURSE; FAM = FAMILY)

Referral To:

CS _____ CR _____ HCP _____ COM _____ MD _____ PN _____ EdR _____ Other _____

Total AHC Referrals _____

(**CODE:** CS = CONGREGATIONAL STAFF; CR = CONGREGATIONAL RESOURCE; HCP = HEALTH CARE PROFESSIONAL; COM = COMMUNITY; MD = PHYSICIAN; PN = PARISH NURSE; EdR = EDUCATIONAL RESOURCES)

V. CONGREGATIONAL PARTNERSHIPS **(Please use back page for additional space-include section #)**

A. *Meetings*	*# of mtgs.:*	*Hrs:*	B. *Congregational Activities*	*# attended:*	*Hrs:*
Clergy/Staff	_____	_____	Worship Services	_____	_____
Congregational Comm.	_____	_____	Funerals/Wakes	_____	_____
Community Comm.	_____	_____	Social Events/Fellowship	_____	_____
Other _____	_____	_____	Other _____	_____	_____
			_____	_____	_____

VI. GROUP CONTACTS

Date	Category	Title	# participants	Age Range	Target Audience	Prep Time	Program Time	PN Code	Comments (Screening= PAB/ or AB)

(**CATEGORY CODE:** EP = EDUCATIONAL PROGRAM; SG = SUPPORT GROUP; VM = VOLUNTEER MINISTRY; CP = COMMUNITY PARTNERSHIP; SCR = SCREENING; HF = HEALTH FAIR; SD = SPIRITUAL DEVELOPMENT; ESD = EDUCATIONAL AND SPIRITUAL DEVELOPMENT; O = OTHER)
(**PN CODE:** CD = COORDINATOR/DEVELOPER; FA = FACILITATOR; P = PRESENTOR; PA = PARTICIPANT; O = OTHER)

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VII. COMMUNICATION

Category	Topic	Comments

(**CATEGORY CODE:** CC = CONGREGATIONAL COMMUNICATION; CN = COMMUNITY NETWORKING; HD = HEALTH DISPLAY; R = REPORT; O = OTHER)

VIII. PARISH NURSE PROFESSIONAL ACTIVITIES

Category	Title	Comments

(**CATEGORY CODE:** PN = PN MEETINGS; R = RETREAT; CE = CONTINUING EDUCATION [WORKSHOPS, INSERVICES]**;** CW = COURSE WORK; PL = PROFESSIONAL LITERATURE; SD = SPIRITUAL DEVELOPMENT; P/M = PRECEPTING/MENTORING; L = LIAISON; GS = GUEST SPEAKER/LECTURER; A = AUTHORSHIP of ARTICLES; O = OTHER)

IX. RESOURCES USED (This section captures 1:1, group and general resources used)

Resources Used:

CS _____ CR _____ EdR _____ HCP _____ COM _____ FAM _____ PN _____ OTHER _____

Total AHC Resources _____

(**CODE:** CS=CONGREGATIONAL STAFF; CR=CONGREGATIONAL RESOURCE; EdR=EDUCATIONAL RESOURCE; HCP=HEALTH CARE PROFESSIONAL; COM=COMMUNITY; FAM=FAMILY; PN=PARISH NURSE

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X. TIME MANAGEMENT SUMMARY

Paid _____ Unpaid _____ Total _____
(Includes PTO)
Please approximate the amount of hours spent on:

Direct Client Interactions _____ Documentation _____

Indirect Client Activities _____ Communication _____

Direct Group Contact _____ Parish Nurse Professional Activities _____

Indirect Group Activities _____

Congregational Partnerships _____

XI. PRIMARY FOCUS OF PARISH NURSE MINISTRY/NARRATIVE SPECIFIC TO NAVIGATION OF CLIENTS INTO THE ADVOCATE SYSTEM

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@ This form has been developed by Advocate Health Care Parish Nurse Ministry 2009