



(Re) Orientation Checklist for Public Health Nurses in Home Visitation Programs

As of Fall 2021, many Ontario Healthy Babies Healthy Children and Nurse-Family Partnership programs are providing time for nurses returning to the programs to review content and sharpen their skills. Public health nurses and managers shared their orientation needs and recommendations for staff returning to home visiting. This resource summarizes their recommendations as a checklist, which can be used to tailor individualized orientation plans or augment local agency orientation protocols.

Knowledge and Skill Building

■ Identify a list of nursing skills for refreshing, including but not limited to:

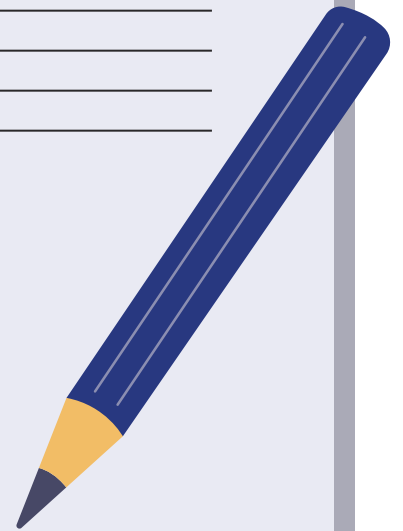
- Assessing and responding to mental health concerns
- Assessing and responding to intimate partner violence
- Conducting and interpreting in-depth assessments
- Certifying (or re-certifying) to administer the Parent-Child Interaction Teaching and Feeding Scales
- Implementing PIPE activities
- Supporting infant feeding
- Promoting behaviour change (e.g., strength-based practices, motivational interviewing, etc.)
- Enhancing therapeutic communication
- Building therapeutic relationships
- Completing data entry (e.g., in Ontario's DHC-ISCIS system)
- Completing nursing documentation
- Using nursing documentation systems
- _____
- _____
- _____
- _____

■ Identify a list of continuing education training needs:

- Applying trauma- and violence-informed care principles to practice
- Mental health first aid
- Suicide prevention training
- Identification and response to intimate partner violence
- Parenting during a global pandemic or public health emergency

■ Observe a home visit, virtual, and/or telephone encounter with a peer

■ Identify and familiarize yourself with practices and innovations developed during the pandemic response (e.g., telehealth assessments, hybrid models of phone/in-person visits, etc.)



Even experienced HBHC staff are returning to a very new program, in that many visits will now be virtual. So, there is a thread running through all of the Nursing Skills and Team Building that they'll still need to learn and practice how to do these things in a new way. [As we move forward through the COVID-19 pandemic] there is no 'back to doing things the way we used to do them'. It will also be so important for us to all work as a team, and to adapt and learn new ways of interaction with each other and clients."

-Healthy Babies, Healthy Children Manager

Team Building

- Identify a public health nurse peer to support re-integration to home-visiting program
- Discuss program changes with manager/supervisor or peer supporter
- Schedule regular team meetings (in-person and/or virtual)
- Schedule regular meetings with manager/supervisor
- Plan and schedule any group education or training
- Create a safe space for team chats (e.g., messaging app)
- Facilitate discussion/debriefing about experiences during the pandemic response in team meetings, with peer supporter, or with manager/supervisor
- Facilitate team conversations regarding racism, equity, trauma, and implicit bias, related to the pandemic and to home visitation programs
- Plan and prioritize team building activities
- Incorporate group reflective practice during meetings



Access PHN-PREP Practice Guidance Resources

- Join [PHN-PREP Community of Practice](#) to connect with home-visiting PHNs across Ontario by emailing phnprep@mcmaster.ca to get set-up as a user.
- Make an introductory post in the Forum
- Review [PHN-PREP nursing practice resources](#)
- Review [PHN-PREP blog](#) posts
- Change settings to be alerted to new posts and resources
- Engage with other public health nurses in the forum by asking, and/or responding to questions
- Register for upcoming [PHN-PREP webinars](#)
- Join the PHN-PREP Advisory Board



Policies, Procedures, and Guidelines

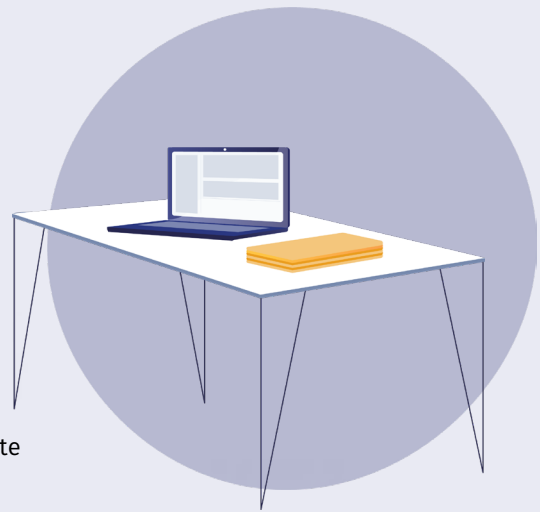
- Review new or updated organizational documents: _____
- Review program-specific documents: _____
- Review infection prevention and control policies: _____

Community Engagement

- Review changes to community services
- Reconnect with community partners
- Identify lead contacts at community agencies
- Inform partners of changes to home-visiting programs

Setting up Workspace

- Ensure adequate space, equipment, and access to software if working at home or in-office
- Assess ergonomic supports needed
- Identify technical support as needed
- Schedule a mix of in-person and virtual meetings as appropriate



Prioritizing Self-Care

- Schedule time between client encounters for decompression
- Schedule and take breaks and lunches
- Attend to time management concerns and seek support when needed
- Recognize and respond to symptoms of pandemic stress
- Identify supportive resources, including Employment Assistance Programs
- Engage in reflective practices
- Embed reflection and mindfulness into nursing practice

Citation: Strohm, S., Campbell, K. & Jack, S.M. on behalf of the PHN-PREP Project Team [2021]. Re) Orientation checklist for public health nurses in home visitation programs [Professional Resource]. School of Nursing, McMaster University. [<https://phnprep.ca/resources/re-orientation-checklist-phns/>]

In creating the content for this Professional Resource, McMaster University led by Susan Jack engaged in research, analysis and synthesis of existing resources, guidelines, tacit professional knowledge as well as any available research evidence to date. McMaster University makes every reasonable effort to ensure that the information is accurate at the time of posting. We cannot guarantee the reliability of any information posted. This Professional Resource is for information and education purposes only and should not substitute any local policies and legislative and professional responsibilities required by your licensing body. In the event of any conflict, please follow your local policies and legislative and professional responsibilities. This material has been prepared with the support of the Province of Ontario, but the views expressed in the document are those of McMaster University, and do not necessarily reflect those of the Province.