

## Protest of Assignment Documentation of the Practice Situation

To: \_\_\_\_\_  
\_\_\_\_\_  
(Title)

Date: \_\_\_\_\_  
\_\_\_\_\_  
(Time of conversation)

From: \_\_\_\_\_  
\_\_\_\_\_  
(Patient unit)      (Shift)

Facility: \_\_\_\_\_

Under the Laws of this state, as a Registered Professional Nurse, I am responsible and accountable to my patients. Therefore, this is to confirm that I notified you that, in my professional judgment, today's assignment is unsafe and places my patients at risk. As a result, Kaleida Health and you share responsibility for any adverse effects on patient care.

I will, under protest, attempt to carry out the assignment to the best of my professional ability.

\_\_\_\_\_  
(Signature and title)

\_\_\_\_\_  
(Witness to conversation)

\_\_\_\_\_  
(Signature of Manager notified)

This form will be utilized as documentation in the event of any discipline or action, which may occur, related to violation of corporate policy and/or practice issues. It will also be utilized in formulating a case to present to the Office of Professional Discipline, The Health Department, or Joint Commission of Hospital Accreditation.

Fax to: CWA 1168 (716) 644-9100  
Nursing office  
Cc: Nurse Manager  
Chief Nursing Officer  
Risk Management

Please Make a Copy for Your records

## **Protest of Assignment Form Use (POA)**

- Receive report from off going charge and staff nurses.
- Identify unsafe patient care situation.
- Notify Supervisor of unsafe situation.
- Ask supervisor how much time she/he needs to address the situation.
- Allow time for her/him to rectify situation.
- If no resolve, notify supervisor that you are accepting the assignment under protest and ask her/him to sign the POA document. If she/he refuses notify her/him of the person who witnessed the conversation.
- Fill out POA form and sign it and have the witness sign it.
- Fax the POA form to the Nursing Office, Union Office, make copy for manger and for your own records.

### **Do's**

- Notify your supervisor of the unsafe problem immediately
- State you will do the best you can under the circumstances, but the situation is unsafe
- Fill out the Protest of Assignment form and send it to your supervisor within a reasonable amount of time
- Forward copies as indicated on the form and keep a copy for your records
- Provide as much documentation as possible; you may attach additional information if necessary

### **Don't**

- Don't use this form if you have adequate Help, Equipment or Supplies.
- If these forms are used indiscriminately without justification, it will diminish its usefulness.
- **Don't use this form if you have not notified your supervisor of the unsafe situation and the need for a resolution.** This form documents your report of the situation as well as your request for further assistance. **If you did not make the request, don't use this form.**