



# COMMUNICATIONS WORKERS OF AMERICA

## LOCAL 1168, AFL-CIO



# RN/LPN

### Protest of Assignment

# RN/LPN

### Documentation of the Practice Situation

To: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Time of Conversation)

From: \_\_\_\_\_

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

\_\_\_\_\_  
(Patient Unit)                      (Shift)

Under the Laws of this state, as a Registered Professional Nurse or License Practical 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 affects on patient care.

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

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 Hospital Accreditation Agencies.

\_\_\_\_\_  
(Signature and Title)

\_\_\_\_\_  
(Witness to Conversation)

\_\_\_\_\_  
(Signature of Manager Notified)

Fax to: CWA Local 1168 (716) 636-9100  
Nursing Office

cc: Nurse Manager  
Chief Nursing Officer  
Risk Management (716) 859-8678

Please Make a Copy for Your Records



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### 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.**