Portfolio Additions

Grace Sotomayor

Unsolicited Invitations from various professional groups to present as an expert practitioner.

**Example 1**

**From:** O'Hagan, Ann [mailto:Ann\_OHagan@PremierInc.com]
**Sent:** Tuesday, March 05, 2013 16:56
**To:** Sotomayor, Grace; kdavis@phs.org
**Cc:** Scott, Carolyn
**Subject:** 2013 Breakthroughs Conference: Next steps for combined sessions
**Importance:** High

Once again, thank you for your commitment to transforming healthcare by agreeing to speak at Premier’s 2013 Breakthroughs Conference in San Antonio. As you recall, your proposal was selected to be part of a ***combined session*** at the conference.

Combined sessions are designated by Premier’s multidisciplinary selection committee after careful thought and deliberation. Combining comparable proposals allows conference participants to gain a broader perspective on similar challenges and to demonstrate different approaches to overcoming them.

The purpose of this communication is to facilitate an introduction to your co-presenter, as well as to your Premier staff content advisors.  Your content advisors will be available to support the development of your final presentation and work with you to decide the best way to structure your session. They have been asked to coordinate at least one planning call for all session speakers.

To support your efforts and to be sure you understand the selection committee’s intent for the session, the following is specific information regarding the session, including a revised description and learning objectives.

**Session code, date and time:**            CONW-LDT3, Wednesday, June 12: 3:15 - 4:15 p.m.

**Session title:** The future of nursing leadership

**Session description:**            As the health care delivery system undergoes transformational change, so too does the nursing profession. New recommendations and new clinical roles are being offered to respond to the changing clinical landscape. This presentation will review the Institue of Medicine s  Future of Nursing  recommendations and discuss its implications for health care organizations. Presenters will also discuss the development and implication of the clinical nurse leader (CNL) role, the first new nursing role to be identified in over thirty years.  Participants will understand strategies to effectively transform the nursing organization, including approaches to market pay, role redesign, and the creation of a professional nurse career path. Specifics realted to the design of the CNL role and its impact on cost, quality and safety will also be shared.

 **Learning objectives:**

         Discuss the findings of the IOM’s Future of Nursing  report and its impact on the development of an organizational strategic plan for nursing

         List three strategies for transforming the nursing organization to effectively respond to changing care delivery models

         Describe the requirements for the CNL role and how its implementation affects cost, quality and safety

**Presenters**

Grace Sotomayor, MSN, MBA, NEA-BC, Vice President, Chief Nurse Executive, Carolinas HealthCare System, Charlotte, NC

Kathleen Davis, BSN, MBA, NEA-BC, Senior Vice President and Chief Nursing Officer, Presbyterian Healthcare Services, Albuquerque, NM

**Premier content advisors:** Carolyn Scott

In a combined session, members will each be given an opportunity to tell their success story – about 20 minutes – and to engage in a moderated discussion. Please refer to the attached guidelines as a starting point for planning, although you may decide on a different approach based on your initial conference call. Your content advisors will be contacting you shortly to schedule your first meeting.

Again, we truly appreciate your willingness to share your success with your colleagues and we thank you for supporting the Breakthroughs Conference knowledge sharing goals.

Please feel free to contact me should you have additional questions and don’t forget to visit the speaker resources website for deadlines and resources: <https://www.premierinc.com/breakthroughs/speaker/>

Kind regards,

Ann

 *Ann O'Hagan Premier Conference Services Consultan*

**Example 2**

**From:** Neffa, Deborah R
**Sent:** Tuesday, May 22, 2012 4:26 PM
**To:** Sotomayor, Grace
**Cc:** Louis, Linda
**Subject:** Participation in EMERGE event June 14
**Importance:** High

Good afternoon, Ms. Sotomayor:

I hope this email finds you well. I am writing today to extend an invitation for you to attend and speak at an event next month (**June 14**, **6-9 p.m.**) called, [EMERGE](http://emerge.poder360.com/), hosted by Televisa’s business magazine, [PODER](http://www.poder360.com/inIssue.php?issue=387). The event, in a nutshell, provides a business networking experience for hundreds of professionals of Hispanic/Latino origin. As Carolina Rivera, the organizer of the event described it earlier this week, it is for the “movers and shakers” of the community, including leading corporate CEOs, civic leaders, entertainers, and Latino entrepreneurs.

This is the first time Televisa has organized this annual event in Charlotte, and we are greatly excited to be a part of it. The event is being held in Charlotte this year due to the city’s large Hispanic population growth and due to the fact that this type of opportunity does not exist in Charlotte for this population. News of the event kicked off last Wednesday in Charlotte at a luncheon attended by Mayor Foxx and top leaders from Charlotte’s largest businesses.

CHS just confirmed its sponsorship intentions for this event and the organizers reserved a speaker slot for our organization. I received numerous suggestions from leaders throughout CHS to extend the speaker invitation to you, as many throughout CHS feel you would be a perfect fit for this event. And I agree entirely.

If you agree to speak—which we would be honored if you do—you would simply talk about your personal/professional journey as a Hispanic/Latina. That is, how you got to where you are today, and how your culture/background contributed and/or was a part of it. Another speaker at the event will be Astrid Chirinos, executive director of the Latin American Chamber of Commerce in Charlotte.

I must provide the organizers with the name of our speaker by **tomorrow morning at the latest**. They informed me about this deadline just this afternoon—otherwise I would have been in touch much sooner. I apologize for the quick deadline, but your involvement would mean so much to CHS and to the Hispanic/Latino community of Charlotte. Yours is such a wonderful story to tell. All I would need is a “yes,” your picture and a brief biography.

Many, many thanks for your time and consideration. I am available at your convenience if you have any questions or need additional information. I hope you are having a wonderful Tuesday so far, and I hope to hear from you soon.

Sincerely,

*Deborah Neffa Creech*

Corporate Communications Representative

Carolinas HealthCare System

Deborah.Neffa@carolinashealthcare.org

(o) **704.446.8434 //** (c) **704.654.1821**

[**Example 3**](http://heineman.org/)

**From:** Laura Petri [mailto:LPetri@aacn.nche.edu]
**Sent:** Tuesday, October 04, 2011 10:39
**To:** Sotomayor, Grace
**Subject:** Thank You for Participating in the Webinar

Dear Grace,

 *Thank you for participating in the webinar* ***A Service and Academic Partnership to Design and Sustain a CNL Program*** on September 23, 2011.The webinar topic was well received, as evidenced by the 103 individuals who registered for the program and the 46 that actually logged into the event. The total number of participants was more than 60, taking into consideration attendees at some sites.

I have attached the evaluation summaries for yourself, the program content, and the learning materials. Please feel free to contact me if you have any questions.

In addition, a formal thank you letter for your files will be mailed this week.

Again, thank you, and have a great summer

Participation in activities to improve nursing leadership competency assessment

Example

From: ANCCFieldTest [mailto:ANCCFieldTest@ana.org]
Sent: Monday, January 14, 2013 13:16
To: Sotomayor, Grace
Subject: 11 ANCC field test - CE letter

Dear Ms. Sotomayor,

Thank you for your participation in ANCC’s field test.
On January 2, 2013, we have emailed you regarding the error in the name that occurred and the mail out of the correction letter. After the letters were mailed out on January 2, 2013, it came to our attention that there were some records in the database that were not merged correctly, and some letters with a wrong name were mailed out. The letter with the correct name was mailed out on January 4, 2013.
We apologize for the error and any confusion this might have caused.
If you have not received the letter with the correct yet, please let us know. We will reissue the letter.
Should you have any questions, please feel free to contact me.
Yours,
Chie Ohba, Ph.D.
ANCC
8515 Georgia Ave. Suite 400
Silver Spring, MD 20910

**Nurse Executive Competencies and Evidence of Attainment of Competence**

 1. Communication

      a. Effective communication- Requested as speaker at several venues annually

      b. Relationship management- Leader of several teams at work

      c. Influence of behaviors- Able to achieve several key initiatives through influence

      d. Ability to work with diversity- Champion of a diverse leadership team

      e. Shared decision making- Champion of Shared Governance at work

      f. Community involvement- On several community boards

      g. Medical staff relationships - Member of the Medical Executive Committee

      h. Academic Relationships-  Member on the board of several schools

2. Knowledge of the healthcare environment

a. Clinical practice knowledge- keeps current through monthly shadowing of RNs on patient care units

      b. Patient delivery knowledge and work design knowledge- redesigned care delivery to 12 bed model

      c. Health care economics knowledge- Leader of several health care programs requiring ROI analysis

      d. Health care policy knowledge- Earned FACHE.  Keeps abreast of health policy changes

      e. Understanding of governance- Earned FACHE . Sits on several governing boards

      f. Understanding of evidence based practice- Implementing the CNL role to bring evidence based practice to the bedside.

      g. Outcomes measurement- Involved in core measures evaluation

      h. Knowledge of and dedication to patient safety- Co chairs the patient safety committee at work.

      i. Understanding of utilization/discharge planning-  Champions length of stay reduction efforts

      j. Knowledge of quality improvement and metrics-  Co chair the Quality committee at work

      k. Knowledge of risk management-  member of  the Sentinel event committee

3. Leadership skills

       a. Foundational thinking skills- Developed foundation for nursing practice model

       b.Personal journey disciplines- My team is reading the 4 disciplines of execution

       c.  Systems thinking- Creating change with CNLs at the micro-system level

       d. Succession planning- developing the Nursing Management Council to invest in education

       e. Change management-Champion of several planned and unplanned change events

 4. Professionalism

      a. Personal and professional accountability- Self development and 360 evaluation annually

      b. Career planning- Will complete DNP in order to coach and mentor CNLS

      c. Ethics- member of ethics committee

      d. Evidence based clinical and management practice- Policies and Procedures I approve are evidence based.  My leadership practices are based on evidence: Employee rounding, Shared Governance

      e. Advocacy for the clinical enterprise and nursing practice- As CNO I champion the Clinical Advancement program for RNS and the role of direct care nurses in leading and controlling their practice.

      f. Active member in professional organizations- Member of ACHE, AONE

5. Business Skills

      a. Understanding of health care financing- Manage a 30 million$ budget annually

      b. Human Resource management - Leader of the RN employee engagement, recruitment and retention efforts

      c. Strategic management- creates an annual nursing strategic plan in alignment with my facility's strategic plan.

      d. Marketing- Partner with marketing currently for Magnet preparation efforts

      e. Information management and technology- Led the nursing conversion to an EMR in 2008 and implementation of CPOE in my facility in 2012.  Currently I am leading Interactive Patient Education efforts using the patient's in hospital room TV as teaching medium.