



PROFESSIONAL PRACTICE REFERRAL

Refer to Nurse Practice Officer (NPO):

From:

- Barb Abele, RN BSN (Saskatoon)
- Dana Lamers, RN BScN (Regina)
- Melissa McGillivray, RN BSN (Saskatoon)
- Alison Nachtegaele RN BScN (Regina)
- Carrie Simpson, RN BScN (Saskatoon)

Phone:

E-mail:

Local:

Facility:

Date Referred:

WSRs Referred to NPO – please list:

Prior to referral, was the status of the above noted WSR(s) discussed with the NPO?

- Yes Date: _____ No

Has the Local President been advised of the status of the above noted WSR(s)?

- Yes Date: _____ No

This file contains the following information (only check those which apply):

- Copy of WSR(s)
- Copy of WSR Investigation Sheet(s)
- Meeting minutes and/or documentation from meeting
- Action plans and outcomes
- Employer Policies/Procedures/Work Standards
- Master Schedules/Rotations
- Witness investigation interview notes (if applicable)
- Professional association communication(s)
- Copy of incident reporting forms, etc
- Other relevant documentation:
 - _____
 - _____
 - _____
 - _____

***If in doubt, send information to NPO for review

***Maintain HIPA – do not send patient identifiable information

NOTE: Remember to keep a copy of all supporting information and/or documentation for the Local file.