

Charge Nurse Boot Camp



Course Description

This course is geared toward new charge nurses or charge nurses who would like to kick their skills up a notch. Most charge nurses are promoted because of their clinical skills but are lacking in the other basic skills they need to lead in today's shifting healthcare environment. This course will cover basics, such as communication, conflict management, budgeting, relevant laws and other important concepts of leadership.

Key Learning Outcome

- After completing the program, 80% of participants will report an increase in knowledge that will positively impact their practice.

Agenda

Sign-in begins at 7:30 am. Each day includes a one-hour lunch (on your own), as well as a morning and afternoon break of 15 minutes each. The order of lectures presented and break times may vary according to speaker preference.

Day 1, 8:00 am to 4:30 pm

Welcome and Introduction

10 Key Skills for Novice Nurse Leaders

Capacity to Learn and Use Knowledge | Adaptability to Change | Communication | Conflict Resolution | Delegation | Coaching/Precepting/Mentoring | Decision Making and Problem Solving | Prioritization and Time Management | Resilience | Self-Renewal

Reflection and Discussion

Leadership Styles and Theories of Leadership

Situational | Transformational | Servant

Emotional Intelligence

Intrapersonal Domain | Interpersonal Domain | Why it Matters

Adaptability to Change

Key Drivers | Models | Barriers

Communication

7 C's | Barriers | Active Listening Skills

Generational Diversity

Workforce Today | Advantages to Multigenerational Workforce | How Do We Work Together?

Conflict and Resolution

Triggers | Management Styles | Fitting Strategy to Situation

Teamwork

High-Performance Teams | When to Use Team | Success | Failure

Workplace Bullying/Lateral Violence

Incivility | Bullying | Mobbing | Violence | Impact | Creating a Culture of Respect

Discussion

Handling Workplace Change | Recent Conflicts | Growing Successful Teams | Open Discussion

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Agenda

Day 2, 8:00 am to 4:30 pm

Welcome, Reflections on Day 1

Patient Experience

Delegation

Span of Control | Authority vs. Responsibility | Five Rights of Delegation | Barriers to Effective Delegation

Prioritization and Time Management

Basics | Eisenhower Matrix | Time Wasters | Tips for Organization

Coaching, Mentoring and Precepting

Novice to Expert Continuum | Adult Learning Principles | Critical Thinking

Advancing Your Career

Envisioning Your Future | 5 P's of Career Progression | Networking

Coping with Stress and Burnout

Causes | Consequences | Compassion Fatigue | Burnout | Discussion

Discussion

What Skills Are You Taking Back to Work?

Self-Renewal

Resilience | Self-Care | Meditation and Mindfulness

Discussion

Questions

Discussion

Skills to Take Back to Work

Self-Renewal

Why Do We Need It? | Letting Go | Meditation and Mindfulness | Reflection | Affirmations | Surrounding Yourself with Positives

Questions, Wrap-Up and Evaluation

Accreditation

RN/LPN/LVN/Other: 14 Contact Hours

MED-ED, Inc is accredited as a provider of nursing continuing professional development by the American Nurses Credentialing Center's Commission on Accreditation (**ANCC**).

MED-ED, Inc. is an approved provider by the following State Boards of Nursing: **Florida**/FBN 50-1286, **Iowa**/296, **California** #CEP10453.

If your profession is not listed, we suggest contacting your board to determine your continuing education requirements and ask about reciprocal approval. Many boards will approve this seminar based on the accreditation of the boards listed here.

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