

NURSING SERVICE GUIDELINES GENERAL

Guideline: Publications

Policy Number Superseded: 3364-110-06-02

Responsibility: Nursing Services
Administration

Purpose of Guidelines: All informational documents generated for external publication by nursing personnel as representatives of UTMC must be approved prior to submission for publication to promote and ensure the quality and uniformity of the publications.



Effective Date:
January 20, 2026

Initial Effective Date:
January 20, 2026

Procedure:

- (A) A draft of the proposed publication or literature, along with a brief explanation of purpose and distribution, will be presented to the CNO.
- (B) The CNO or designee will review and collaborate with appropriate responsible persons, may recommend revisions, and then approve or deny the publication.

Approved by:
Kurt Kless, MSN, MBA, RN, NE-BC
Chief Nursing Officer

Review/Revision Completed by:
Kurt Kless, MSN, MBA, RN, NE-BC
Chief Nursing Officer

Initial effective date:
January 20, 2026

Review/Revision Date:
-

Next review date:
January 20, 2029