



Much **ADO** About Staffing...

Q: *What's an ADO and what does it have to do with me?*

A: An Assignment Despite Objection (ADO) form is a documentation tool that provides a means for you to object to an unsafe, or potentially unsafe, patient care assignment.

Q: *Why should I fill out an ADO?*

A: If, in your professional judgment, you believe a patient care assignment is unsafe, or potentially unsafe, you have a legal and professional obligation to notify your employer so the problem can be corrected and injury or harm to a patient can be averted. If your employer makes a decision not to correct the situation that response needs to be documented in order to protect yourself in the event of adverse outcomes for the patients or other staff.

Q: *What if the supervisor disagrees with my assessment or states she is unable to correct the problem?*

A: You should advise her that an ADO form will be completed.

Q: *Does each RN working on the floor need to fill out a separate ADO in this situation?*

A: No. In fact, it's more effective for all the affected nursing staff to sign the ADO as a sign of consensus about the unsafe situation.

Q: *What if we're too busy to fill out an ADO form?*

A: Make sure that **SECTION VI – Action** at the very bottom of the form is completed first. The remaining information on the form can be filled in later on in, or after, your shift.

Q: *Where does the ADO go after we fill it out?*

A: The top (white) page is your copy; the 2nd (yellow) page goes to your supervisor; and the 3rd (pink) page goes to your CNA/NNOC Labor Rep.

Q: *Can I be disciplined or harassed for filling out an ADO?*

A: Most supervisors and Nursing managers understand that this is an activity protected by law. If you believe your manager is trying to interfere with or discourage you and your co-workers from using the ADO notify your CNA Labor Rep immediately.

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