



# Neurodevelopmental Care

SPECIAL INTEREST GROUP

## 2023 Terms of Reference

### Statement

The Australian College of Neonatal Nurses (ACNN) is dedicated to the promotion of excellence in the care of neonates and their families. It's Special Interest Groups (SIGs) support this outcome by monitoring, informing, and making recommendations to the ACNN National Committee on many aspects of neonatal nursing care.

### Purpose

The purpose of the Neurodevelopmental Care Special Interest Group [NDC SIG] is to advocate for the promotion and consistent implementation of evidence-based infant and family centred developmental care [IFCDC] across neonatal settings, recognising the essential role IFCDC has in optimising long-term neurodevelopmental outcomes and the emotional wellbeing of preterm or medically vulnerable neonates and their families via individualised neuroprotective practice.

### Operating Committee

The operating committee must consist of a minimum of 5 members. Positions are Chair, Secretary, Treasurer Liaison and at least two ordinary members. Operating committee members hold the positions for a period of 12 months and can be re-nominated each 12 months. The operating committee positions become vacant at the NDC SIG general meeting held in conjunction with the ACNN Annual National Conference. NDC SIG members can nominate before the meeting or from the floor at the meeting. Nominations will be put forward and accepted at this meeting. Interim operating committee member changes will be communicated to the ACNN National Executive Committee as they occur.

### Meetings

Monthly by videoconference and with a general meeting approximately every fourth meeting, plus the Annual General Meeting at the annual national ACNN Conference. Four (4) members of the NDC SIG shall constitute a quorum for the transaction of business at any regular or special meetings of the NDC SIG. Meeting attendance by ordinary members is expected to be at least every three months, unless otherwise communicated to the operating committee. Minutes are completed by the NDC SIG Secretary or nominated NDC SIG member in the absence of the Secretary, who will distribute the document between ordinary members. Minutes will be made available on the ACNN website for public ACNN member viewing.

### Strategic Planning and Sustainable Committees Document

The NDC SIG has planned activities in line with the ACNN strategic plan and the sustainable committee's document. Activities are listed within the strategic plan (available on the ACNN website) and reported against in the annual report. This plan is updated yearly after selection of the new committee.

### Membership

Current financial members of ACNN are eligible to be members of the NDC SIG. Membership is open to any nurse or midwife who is interested in neonatal nursing education and has a specific interest in IFCDC. Current ACNN members may nominate to join the SIG by contacting the SIG at [ndcsig@acnn.org.au](mailto:ndcsig@acnn.org.au). Nurses or midwives applying for ACNN membership may nominate to be a member of the SIG on the application form. Membership to the SIG becomes active once ACNN membership is approved.

### Reports to

ACNN National Executive Committee

Australian College of Neonatal Nurses Inc.

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