

Proposed ACNN Neonatal Skin Special Interest Group (ACNN Neo-Skin SIG)

Application and 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. Its 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. The Neo-Skin SIG will focus on skin protection and provide guidance on skin care clinical practice, based on best available evidence.

Purpose

The skin is the largest organ of the human body and protecting skin is an essential element in providing care to well, preterm and sick newborns. The Neo-Skin Special Interest Group will provide a forum for discussion of practices that promote neonatal skin health and prevention and management of skin injury for neonates and their families. Similarly, the SIG will provide opportunity for neonatal nurses to explore and share quality improvement or research initiatives related to skin care and health.

Meets

- Monthly by Zoom (3rd Wednesday of the Month)
 - Odd months (January, March, May, July, September, November) committee meetings.
 - Even months (February, April, June, August, October) all member meetings. A meeting will not be held in December.
- At each annual ACNN National Conference. General meeting and education workshop/seminar will be held at the discretion of the National Committee

Reports to:

ACNN National Committee

Reporting Mechanisms

Provide an annual report for the reporting period of 1 January to 31 December, by 28 February each year in the format required by the National Committee.

Membership

Current financial members of ACNN are eligible to be members of the Neo-Skin SIG. Current ACNN members may nominate to join the SIG by contacting the SIG at (TBA). 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.

Operating Committee

Operating committee members hold the positions for a period of 12 months and have the opportunity to re-nominate each 12 months. The operating committee positions become vacant at the SIG general meeting held in conjunction with the ACNN Annual National Conference. SIG members can nominate before the meeting or from the floor at the meeting. Nominations will be put forward and accepted at this meeting.

Operating committee positions are Chair, Secretary, Treasurer Liaison and Ordinary Members. The operating committee must consist of a minimum of 5 members.

Proposed Office Bearers and committee members as of 07 March 2020:

- Chairperson: Deanne August (Qld)
- Secretary: Karen New (QLD)
- Treasurer Liaison: Kristin Hughes (Qld)
- Ordinary Committee members: Jennifer Gillis (SA), Katharine Lawlor (QLD), Linda Ng (QLD), Lynne Chapple (QLD), Nicol Franz (QLD), Skye Firth (QLD).

Strategic Planning

Upon approval, the SIG will plan activities in line with the ACNN strategic plan and the sustainable committee's document. Activities will be listed within the strategic plan, made available on the ACNN website, and reported against in the annual report. The Neo-skin SIG will provide support to ACNN executive on issues and correspondence relating to neonatal skin and skin care products.

Reproduction of resources

The SIG will have a focus of producing resources based on best available evidence for newborn skin health including prevention and management of skin injuries and complications. It is anticipated that resources will be available electronically however the production and reproduction of resources may have costs associated. If this is the case, an application to ACNN will be made requesting funding.

Proposed activities for first year of operation:

- Establish the SIG email address
- Establish a page on the ACNN website and a SIG members area
- Review ACNN strategic plan and develop activities that support the objectives of the college
- Explore prioritising topics to focus the activities of the SIG
- Review resources produced by other organisations, and if appropriate facilitate resource availability to ACNN members via the ACNN website and social media avenues
- Liaise and partner with relevant groups and individuals to further the objectives of ACNN

- Establish a timeline for progress and outcomes from time of establishment until COINN conferences in 2021
- Propose and establish scholarship guidelines related to newborn skin health and injury prevention
- Explore and engage funding partnerships with the approval of the ACNN National Executive
- Develop a project plan for a National Guideline or Statement related to skin injury assessment and staging