

## Minutes - Confirmed

<b>Minutes of NNP SIG</b>		<b>29/01/2019</b> <b>1900-2000hrs</b>						
<p><b>SIG Members</b></p> <p>Chair: Anndrea Flint          Secretary: Karen Hose          Treasurer: Jo Scott          Ordinary members:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Jane Langford</td> <td style="width: 33%;">Amy Forbes-Coe</td> <td style="width: 33%;">Gill Mibus</td> </tr> <tr> <td>Amy Barker</td> <td>Kym Pollock</td> <td>Seija Argyros</td> </tr> </table> <p>Executive committee representative: Karen Walker</p>			Jane Langford	Amy Forbes-Coe	Gill Mibus	Amy Barker	Kym Pollock	Seija Argyros
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<b>Present (zoom):</b> Amy Barker, Anndrea Flint, Karen Hose, Gill Mibus, Jo Scott								
<b>Apologies:</b> Seija Argyros, Jane Langford								
<b>1.0</b>	<b>Confirmation of previous minutes</b>							
	Jo and Anndrea							
<b>2.0</b>	<b>Budget</b>							
	Jo Scott. Most recent report provided to NNP SIG by national treasurer Samantha Lannan. Current balance stands at <b>\$3383.01</b>							
<b>3.0</b>	<b>Standing Agenda Item</b>	<b>Action</b>						
3.1 Calendar	<p>Calendar of events for 2019 includes:          Meetings (ACNN Executive)</p> <ul style="list-style-type: none"> <li>• Obligations for NNP SIG to ensure ongoing budget allocation from national body executive continues             <ul style="list-style-type: none"> <li>○ Executive Meeting attendance (Anndrea) and Newsletter contributions required four times a year</li> <li>○ NNP SIG chair has always gone onto meetings as the NNP SIG rep</li> <li>○ Each second meeting is an open meeting for non-executive members able to attend and represent their SIG</li> <li>○ Next open meeting is 11<sup>th</sup> Feb; NNP SIG members happy to rotate, will buddy with Anndrea to enable the group member's exposure to national executive level discussion</li> <li>○ KH will send meeting minutes/reporting of NNP SIG activity to rotating NNP SIG representative allocated to that open meeting.</li> </ul> </li> </ul>							

	<ul style="list-style-type: none"> <li>○ The attending NNP SIG member then reports back to the NNP SIG on any relevant meeting details <ul style="list-style-type: none"> <li>▪ Amy Barker can do 11<sup>th</sup> Feb</li> <li>▪ Gill Mibus OK for April</li> <li>▪ Jo can do July</li> <li>▪ Hosey next</li> <li>▪ Jane pencilled in for Oct</li> </ul> </li> <li>● Upcoming conferences / workshops <ul style="list-style-type: none"> <li>○ Next NNP SIG Workshop is June/July</li> <li>○ Will be a metabolic NP workshop</li> <li>○ Likely to be linked with the next NeoRESQ twilight workshop</li> </ul> </li> <li>● Newsletter <ul style="list-style-type: none"> <li>○ Anndrea will do Feb contribution</li> <li>○ KH to do May</li> <li>○ Jo will do July</li> <li>○ Jane will do Nov (as per Jo ☺)</li> </ul> </li> <li>● Conferences: <ul style="list-style-type: none"> <li>○ COINN this year</li> <li>○ No national conference this year, all members will be encouraged to go to COINN.</li> <li>○ Visiting professor Nancy Freeley will be visiting each branch, expertise is breastfeeding parent stressors/parental support. It will be a Branch activity. Dates are in October. Nancy will also be visiting Perth even though there is not ACNN branch there.</li> </ul> </li> </ul>	
<p>3.2 AHPRA</p>	<p>AHPRA – progression of registration identifying specialities of NPs.</p> <ul style="list-style-type: none"> <li>● Anndrea and Amy will talk to ACNN national executive this coming weekend regarding progressing this issue</li> <li>● May need progression to ACNP executive if required</li> </ul>	<p>Anndrea</p>
<p>3.3 Education</p>	<ul style="list-style-type: none"> <li>● Discussion around the level of information at NNP workshops</li> <li>● Standard brief for NNP SIG education presenters provided, continue to encourage advanced level of information for NP knowledge growth.</li> <li>● Clarity provided to potential attendees to ensure understanding that workshop content may be complex and challenging.</li> <li>● From previous minutes discussion - Education forum organisation – develop a ‘How to’ guide for those assisting in workshop arrangements. For example need to be aware of requirements for sourcing rooms, projectors, speakers and logistics</li> </ul>	<p>All</p>

	<ul style="list-style-type: none"> <li>• Next workshop planning – metabolic presentations will be the subject matter.                             <ul style="list-style-type: none"> <li>○ Potential speakers identified</li> <li>○ KH to liaise</li> <li>○ Anndrea will support organisation</li> <li>○ Date claimer needed ASAP</li> </ul> </li> <li>• Workshop evaluations – to be provided at each workshop</li> </ul>	
3.4 NNP Resources	<ul style="list-style-type: none"> <li>• NNP SIG Leaflet – to be displayed at all ACNN conferences (NNP SIG table) and at NNP SIG workshops</li> <li>• Resources – Anndrea proposed a banner could be made for the NNP SIG</li> <li>• Need to distribute list of NNP resources, will discuss all items at next meeting</li> </ul>	
<b>4.0</b>	<b>Other items for discussion</b>	
4.1 Sustainable committee	<ul style="list-style-type: none"> <li>• ‘Sustainable committee’ is a document that has the NNP SIG objectives that we are aiming to achieve over the next 12 months                             <ul style="list-style-type: none"> <li>○ must be filled in,</li> <li>○ must meet objectives of the national committee.</li> <li>○ broad principles exist from national committee, we can elaborate further and add to those principles.</li> <li>○ Key is meeting the objectives.</li> </ul> </li> <li>• It will be placed in Dropbox and also emailed out to all group members for comment – can all members please add to/refine as needed?</li> </ul>	
4.2 Annual report requirements	<ul style="list-style-type: none"> <li>• Due end of February; Anndrea will complete</li> <li>• Anndrea will send a draft to KH and KH will distribute to NNP SIG committee for comment</li> </ul>	Anndrea All
4.3 NNP roll call	<ul style="list-style-type: none"> <li>• Jo continuing to build, need to continue to fill as new candidates commence and as endorsed NPs gain registration.</li> <li>• Amy commented on lack of knowledge of the NNP SIG amongst neonatal units.                             <ul style="list-style-type: none"> <li>○ Consider accessing the Leadership SIG as a means of broadening NNP SIG membership particularly for candidates, given that this SIG may have up to date information about recruitment and candidate activity in each unit.</li> </ul> </li> </ul>	Jo
4.4 Facebook page	<ul style="list-style-type: none"> <li>• Amy wanting clarity about the purpose of the page, what specific we are targeting; is it a group for us, or a group for all?</li> <li>• This is a topic for discussion at the coming weekend ACNN executive face to face meeting – social media policy needs clarification. Key is to create</li> </ul>	Anndrea

	guidelines/policy, and to ensure appropriate permissions are acquired from ACNN. Group needs administrators to moderate, and permission to join, guidelines for posting and content. Will discuss at next meeting	
4.5 Removal of Scope of practice requirements for OCNMO in QLD; relates to updated drug legislation	<ul style="list-style-type: none"> <li>Idea to present this information at the end of the next workshop – update everyone with regard to any restrictions or implications for practice.</li> <li>Will update at next meeting</li> </ul>	Group discussion
4.6 NNP Roll call	<ul style="list-style-type: none"> <li>Jo putting together a roll call to recognise all NNPs across Australia</li> <li>Discussion amongst the group about the different roles and scopes that NNPs have across the country</li> <li>Jo will give access to other members of the SIG to allow them to contribute/add to the roll call</li> </ul>	Jo Group discussion
<b>Meeting closed</b>		
	<ul style="list-style-type: none"> <li>20:03 hours</li> </ul>	
<b>Next meeting</b>		
	<ul style="list-style-type: none"> <li>March 25, 2019</li> </ul>	
<b>Future Meetings</b>		
	<ul style="list-style-type: none"> <li>May 20, 2019</li> <li>July 22, 2019</li> <li>August 19, 2019</li> <li>NNP SIG AGM date to be aligned with June/July workshop</li> </ul>	