



# NNP SIG November Meeting

November 2020

November 23<sup>rd</sup>, 2020 - 7pm Queensland local time  
 Via Zoom -<https://zoom.us/j/540862167> Phone: +61(0)2 8015 2088  
 Meeting ID: 540 862 167  
 Password: 143111

Present: Jane Langford, Jo Scott and Amy Curran

Minutes		
Item	Topic	Lead
1.0	<b>Apologies</b>	
	Miriam Long, Karen Hose, Gill Mibus and Lousie Williamson	
	<b>Confirmation of previous minutes</b>	
	Unavailable in DropBox – email Anndrea and Karen	
	<b>Correspondence</b>	
	Email; Miriann Hennessy from Westmead requested to join Louise Williamson from Newcastle requested to join Both will be CC into all correspondence and future meetings  Bios for JL, JS and AC recieved & a NNP story for GM and ML sent to SMC for celebration of NP Day 12 <sup>th</sup> Dec	
	<b>Reports / Budget</b>	
	Chair – ask to do a NNP presentation for ED NP at the sunshine coast hospital – discuss appropriate topics – Cardiac, Late onset sepsis and Jaundice. Nothing further to report  Secretary – As per correspondence.  Treasurer – Balance remains unchanged \$4147 – recommended to support flights for Face to Face in February also considered supporting a speaker at the annual ACNN conference. Will discuss further with conference committee – AC to follow up	
	<b>Executive meeting feedback</b>	
	Review the Strategic Plan 2021-2025 To focus on updating documents for sustainable committee Prepare Annual reports due 28 <sup>th</sup> Feb	

	All Documents will be circulated through the NNP Sig and discuss further at the Face to Face on the 6 <sup>th</sup> Feb 2021	
	<b>Scholarships - \$8000 per year</b>	
	No applications recieved	
	<b>Strategic Plan 2021-2025</b>	
	To be circulated amongst the NNP Sig committee for review	
	<b>Sustainable Committee</b>	
	Meetings (Branch & Sig Forum) - See action list  Newsletter contributions - See action list  Terms of reference	
	<b>Annual Report</b>	
	Draft Template to be prepared in Dropbox and shared amongst the NNP Sig committee for all members to add to it.	
	<b>Education</b> Virtual meetings December 8 <sup>th</sup> 2020 – Dr S Ireland confirmed and registration open March – Date TBC invite Arun Sett – to present Lung US – JS to follow up and confirm date once roster is available May 25 <sup>th</sup> 2021 – AC to email Nick Evans to present on Inotropes  Annual NNP Workshop 2021 – potentially to plan around the Neo-Resq and Grant Stable workshop in Brisbane - ?22 <sup>nd</sup> / 23 <sup>rd</sup> March will consider planning for 21 <sup>st</sup> March 2021 and will discuss further in January once speakers and programes available to decide on a topic. AC to email KH to reserve a room at RBWH for the 21.03.2021	
	Annual ACNN Conference 2021 Canberra 8-10 September  Speakers confirmed – Jennie Chong, Jennifer Dawson and Kate O’hara – need to confirm with Karen New if any feedback from Bradley Chesham Bundle of Rays	
	<b>Items for discussion</b>	
	AHPRA – individual specialities – AF was not present but has suggested discussing this further at the next Exec meeting for further advice and support.	Anndrea
	ACNP – No development at tis stage	Amy
	NNP Roll Call – needs Updating	Jo
	NNP Resources – Factsheets – Review if needed	

	Social media correspondence – virtual Presentation for December advised and Bio’s and NNP Story sent for NP Day	Amy
	Website – KH was not present but will email to see if she is still happy to manage the website	Karen
	<b>New Business</b>	
	Need to organise a workshop discussion meeting in January	
<b>To Do List 2020 - 2021</b>		
<b>Date/Month</b>	<b>Task</b>	<b>Person Responsible</b>
<b>Branch &amp; SIG Forums – Agenda to be sent by NNP Sig secretary prior to meeting</b>		
14.12.2020	Participation via zoom, present NNP SIG activities	Jane Langford
08.02.2021	Participation via zoom, present NNP SIG activities	Jo Scott
12.04.2021	Participation via zoom, present NNP SIG activities	
14.06.2021	Participation via zoom, present NNP SIG activities	
09.08.2021	Participation via zoom, present NNP SIG activities	
<b>Annual Report</b>		
2019 report	Complete by February 28 <sup>th</sup> 2020	All
<b>Newsletter</b>		
December 2020	Submission for the December newsletter – due November	Amy Curran
March 2021	Submission for the December newsletter – due February	Gill Mibus and Miriam Long – “Our Story”
June 2021	Submission for the December newsletter – due May	
September 2021	Submission for the September newsletter – due August	
December 2021	Submission for the December newsletter – due November	
<b>Workshop development</b>		
NNP SIG Workshop	Annual Workshop 2021 – Ideas / virtual presentation Considering March 21 <sup>st</sup> 2021 – 1300-1700hrs	Meeting in January to discuss further
<b>Resource development</b>		
Forum Guide	‘How to’ guide for Education forum organisation, for those assisting in workshop arrangements <ul style="list-style-type: none"> <li>requirements for sourcing rooms, projectors, communication plan, speakers and logistics</li> </ul>	
NNP pathway		

	Need a pathway document developed for potential / future NNPC reference	
Education standard brief for presenters	Standard brief for NNP SIG education presenters to continue to be provided to ensure appropriate level of information for NP knowledge growth.	
<b>Completed items for Annual Report – Due 28<sup>th</sup> February 2021</b>		
<p><b>Publications:</b> The evolution and sustainability of the NNP in Australia – A discussion Paper</p>		
<p><b>Presentations:</b> NNP – Anndrea, Jane and Karen - presented in Toowoomba for QLD Branch - Topic</p>		
<p><b>Research:</b> Introducing the Septic Calculator in Townsville – Amy Curran &amp; Greg Coulson</p>		
<p><b>NNP SIG Activities</b> Virtual Presentation - 8<sup>th</sup> December 2020: Dr S Ireland  Social Media promotion for NP Day 12<sup>th</sup> December 2020  Face to Face Planning meeting – 6<sup>th</sup> February 2021</p>		
<p><b>Plans for 2021</b>  Virtual presentations – March/ May and July  NNP Workshop 21<sup>st</sup> March 2021</p>		