

MINUTES OF EXECUTIVE MEETING

Held: Town Hall, Dunedin
Date: 24th August 2006
Present: Karen Bennett, Pat O'Brien, Julie Bromley, Cathie Hepworth, Louise Goodwin, Malcolm Stuart
Apologies: Janine Gunn, Andrew Warmington, Michele Peck, Mary Fuscic

CONFLICT / DISCLOSURE OF INTEREST CIRCULATED

Guest Kaylene Henderson was present at the meeting to understand how registration process works

Previous actions and minutes discussed	<ul style="list-style-type: none">• NZATS portfolio – ongoing• Registration – no update as yet• Exec members have been asked to attend by ASAPO• Script next issue full• Indemnity Insurance –has been paid• Agreement reached on website link charges• Remits at AGM• Replacement accountant has been found• Registration application discussed• Education meeting – occurred• ODP comparative qualification AUT feedback on NZATS website• No one has taken up the Amnesty on registration• Exam documentation has been sent out
KAREN	<p>Minutes of previous meeting accepted as a true and accurate record – needs addition of Catharine Hepworths name to Registration examiners list</p> <ul style="list-style-type: none">• Financial statement accepted as a true and accurate record• Constitution to be updated on Gary's return re the executive term• Memorandum of Understanding between AUT and NZSA –discussed• Conference 2007 –discussed• Booklet on organising a conference to be prepare• Trainee issues discussed• HPCA update – awaiting minsters decision

	<ul style="list-style-type: none"> • Regional meetings – 1st hr NZATS only members then non members can be included – agreed with Intermed –regional reps to be informed • Interface agreement with AUT discussed. Karen thanked Pat and Frances for their work. • Indemnity Insurance for members was discussed – DHB’s provide cover require indemnity if agency. NZATS can put out practise guidelines but not policies as people must practise under DHB policies and procedures • 5 yearly review of training hospital – review doesn’t have to be physical – Pat to devise questionnaire that can be sent to every hospital to cover reviews • Basil Hutchinson award – no applications this year – issues with prize from Tyco from last year – future prize discussed will possibly be a monetary prize next year • Registration Exit examination – examiners were chosen at last executive meeting • Financial report read by Karen in Michele’s absence accepted as true and accurate seconded by Malcolm • Overseas ODP qualification discussed, AUT suggest overseas candidates are required to do Anaesthesia 3, Tech 2 and machine check exam - ongoing
PAT	<ul style="list-style-type: none"> • Anaesthesia 2 class size approx 27 • COP October has 18 candidates • Education meeting in June – strong thought Bio physics should be kept in for nurses. Therefore course will be Anaesthesia manual, Anaesthesia 2 and 3 and Technology 2, Bio 5 and a research paper for post grad certificate this will take 18 months • Block courses – 2 this year in September there will be 53 candidates • Nation Assessment – National guidelines for Assessors – the guidelines will go on the website (minus the questions) good feedback received from candidates • National Assessors – Pat to ask Wendy to inform them of their service requirements early • WBA’s course – issues discussed • Hospital surveys - discussed
Cathie	<ul style="list-style-type: none"> • Constitution requires changes to executive term as noted as 1 year – change to 3 years • Executive positions need to be advertised prior to the next AGM
	<p>NEXT MEETING OCTOBER 27TH</p>