

## MINUTES OF NZATS EXECUTIVE MEETING

**Held:** Stryker, 215 Mt Wellington Highway, Auckland

**Date:** Friday 12<sup>th</sup> June 2009 @ 0930

**Present:** Karen Bennett, Michele Peck, Tania Kennedy, Sian Mitchell, Nicola Smith, Andrew Warmington, Cathie Hepworth, Kylie Parry, Malcolm Stuart, Mike Powell

**Apologies:**

Conflict/disclosure of Interest Form circulated.

<p>Previous actions and minutes discussed</p>	<p><b>Training hospitals</b></p> <ul style="list-style-type: none"> <li>•Issues were discussed</li> </ul> <p><b>HPCA Review report</b></p> <ul style="list-style-type: none"> <li>•MoH have recommended that Anaesthetic Technicians and 2 other groups are fast tracked</li> </ul> <p><b>Registrar position</b></p> <ul style="list-style-type: none"> <li>•Votes due back 19<sup>th</sup> June</li> </ul> <p><b>Remits</b></p> <ul style="list-style-type: none"> <li>•Votes due back 19<sup>th</sup> June</li> </ul> <p><b>Position descriptions</b></p> <p>Position descriptions to be updated by all and sent to GB for website</p> <p>Minutes of previous meeting accepted as a true and accurate record – agreed by all</p> <p><b>Signed: Chairperson</b> _____ <b>Date</b> _____</p>
<p>Mike</p>	<p><b>Financial statement presented</b></p> <ul style="list-style-type: none"> <li>•Request that Taxi chits are completed fully by all involved with NZATS related business</li> <li>•Pricing for advertising will go on website</li> <li>•Discussion re flight bookings</li> <li>•Contact details for monies owed to be e mailed to mike</li> </ul>

	Financial report was accepted as a true and accurate record – NGS and MLP
Karen	<p><b>ASAPO Conference</b></p> <ul style="list-style-type: none"> <li>•Cairns conference KB, MLP attending on behalf of NZATS.</li> </ul> <p><b>Conference 2009</b></p> <ul style="list-style-type: none"> <li>•Programme was discussed</li> <li>•ANZCA to be approached for CME points</li> <li>•Tania resigning as Communications person – vacancy to be advertised in next newsletter</li> <li>•Nov 2009 KB becomes out going chair and MLP is the chair</li> </ul> <p><b>Website</b></p> <ul style="list-style-type: none"> <li>•Test page was discussed</li> </ul> <p><b>National Assessments</b></p> <ul style="list-style-type: none"> <li>•No piped Nitrous at Wellington therefore assessments will be at Palmerston North and Wakefield</li> </ul> <p><b>Letters received</b></p> <ul style="list-style-type: none"> <li>•Request for leave from training were discussed</li> <li>•NZNO letter was read</li> <li>•Thankyou Letters to be sent to Cardinal Health and Stryker for use of their meeting rooms</li> </ul> <p><b>Training survey</b></p> <ul style="list-style-type: none"> <li>•Letters to be sent to all hospitals with outcome</li> </ul> <p><b>Scope of Practice</b></p> <ul style="list-style-type: none"> <li>•Discussion took place re importance of feedback from membership</li> </ul> <p><b>HWIP Project</b></p> <ul style="list-style-type: none"> <li>•KB and MLP met with the above group and provided the information they required</li> </ul> <p><b>Liability Insurance</b></p> <ul style="list-style-type: none"> <li>•Now includes Examination Board cover</li> </ul> <p><b>New Zealand Trained Techs working in UK</b></p> <ul style="list-style-type: none"> <li>•Query raised from members as to why NZ techs cannot be registered in UK. UK training is 28 months (not nationally at the moment) with fulltime attendance at Uni. Course will become a Degree in 2011. Current Diploma is academic level 3 which is the highest it can go to. Agreed to formally write to Bill Kilvington</li> </ul>
Michele	

	<p><b>Registrars Report</b></p> <ul style="list-style-type: none"> <li>•Letters received were discussed</li> </ul> <p><b>Trainee Anaesthetic Technician enrolments</b></p> <ul style="list-style-type: none"> <li>•Some trainees not registered with NZATS. Loss of clinical hours will be enforced if trainees not registered within 60 days of the registration renewal date</li> </ul>
Sian	<p><b>Education meeting</b></p> <ul style="list-style-type: none"> <li>•26 people attended. Minutes to be finalised</li> </ul> <p><b>Special Topic Paper</b></p> <ul style="list-style-type: none"> <li>•Some minor changes to be made. Thanks Michele Peck, Mike Powell and Brett Beasley and Annie Gordon for their help. Will be called special Topic for 2 years. Changes to block course for Anaesthetic Tech 1 as currently 2 block courses for this. August one to be used instead for Special Topic</li> </ul> <p><b>Upgrading to Diploma</b></p> <ul style="list-style-type: none"> <li>•Clinical hour requirement to be removed</li> </ul> <p><b>Anaesthesia 3</b></p> <ul style="list-style-type: none"> <li>•Pharmacology section almost complete</li> </ul> <p><b>AUT</b></p> <ul style="list-style-type: none"> <li>•WE to get extra assistance with her workload</li> <li>•Worksheet weighting to be increased as some trainees do not submit them</li> <li>•Access to AUT on line available for Supervisors of training and Educators password to stay with these staff only</li> </ul> <p><b>Training regulations</b></p> <ul style="list-style-type: none"> <li>•To be reviewed</li> </ul> <p><b>National Assessors</b></p> <ul style="list-style-type: none"> <li>•Roles to be re advertised at the end of this year</li> </ul> <p><b>WPA course</b></p> <ul style="list-style-type: none"> <li>•To be held in December</li> </ul>
Nicola	<p><b>Letters received</b></p> <ul style="list-style-type: none"> <li>•Were discussed</li> </ul> <p><b>Machine check document</b></p>

	<ul style="list-style-type: none"> <li>•To be reviewed</li> </ul> <p><b>Registration Examinations</b></p> <ul style="list-style-type: none"> <li>•To be held at Palmerston North</li> </ul>
Tania	<p><b>Newsletter</b></p> <ul style="list-style-type: none"> <li>•Lack of items being sent for inclusion</li> <li>•Pictures of prize winners to go in Newsletter</li> <li>•Names of those who have passed Diploma and Reg Exam to go in Newsletter</li> </ul>
Kylie	<p><b>PDRP draft document</b></p> <ul style="list-style-type: none"> <li>•To go on website so it can be downloaded</li> </ul>

Meeting closed 1500.

**KEY**

KB = Karen Bennett  
MLP = Michel Peck  
CH = Cathie Hepworth  
NS = Nicola Smith  
MP = Mike Powell  
AW = Andrew Warmington  
SM = Sian Mitchell  
TK = Tania Kennedy

WE = Wendy Emson  
KH = Kaylene Henderson  
SS-P = Simon Spencer-Peet  
SB = Sonia Botica

