

MINUTES OF EXECUTIVE MEETING

Held: Palmerston North Hospital

Date: 8th December 2006

Present: Karen Bennett, Julie Bromley, Pat O'Brien, Cathie Hepworth, Janine Gunn, Michele Peck, Mary Fuscic, Dr Nigel Waters, Dr Gerry McHugh

Apologies: Malcolm Stuart, Andrew Warmington,

CONFLICT / DISCLOSURE OF INTEREST CIRCULATED

Karen Welcomed Dr's Mc Hugh and Waters and thanked them for taking time to attend the meeting in place of Andrew and Malcolm

Previous actions and minutes discussed	<ul style="list-style-type: none">• NZATS portfolio – To go in The Script for feedback from members• Registration – Letter received stating that Anaesthetic Technician profession needs to be registered under HPCAA. Next step is the decision on who the registration council should be• AUT Interface agreement –no further progress awaiting AUT• Registered offices have been changed to Michelle's home address• Script – issue out• 2014 NZASM NZ• NZAEC letter sent by Karen thanking them for their support• Training issues were discussed
KAREN	<p>Minutes of previous meeting accepted as a true and accurate record</p> <ul style="list-style-type: none">• Louise Goodwin has resigned as Communications Officer. Karen to call for nominations for the position via the website and e mailing Charge Techs. 4 week response time• Training Hospital Status questionnaire – to proceed –notice to go on website, regarding the questionnaire being circulated in January 07. Data to be collated and a Database to be set up• Basil Hutchinson award – Tyco have agreed to a monetary prize. No one applied for the award this year.• ASAPO conference – Good NZ attendance. Conference report to go in The Script• ASAPO 2010 to be in NZ was Discussed, Credits to be investigated for points for Americans and Canadians• COP and Registration examinations – letter to be sent to all successful candidates to inform them of the registration process once they have completed the number of clinical hours required. Their names will also appear in The Script• COP certificate needs to be changed once Registration examination replaces COP• Executive terms – expire this year. Karen to put letter in The Script and on the website. Then nominations will be called for nearer the time.• Request for reduction in hours discussed

MICHELLE	<ul style="list-style-type: none"> • Financial report presented by Michelle for October and November 2006 –accepted as a true and accurate record seconded by Janine • Looking for new Auditors – awaiting quotes • Accountants fees paid • remote travel account has been closed and monies transferred to another account
JULIE	<ul style="list-style-type: none"> • ODP qualification – Awaiting outcome from NZQA
PAT	<ul style="list-style-type: none"> • Registration exam process – Pat to advertise for 2 more Registration Examiners • A meeting is also to be arranged with all of the Registration Examiners • Registration examiners to be informed that they will need to contribute to the process by writing questions etc • Request to change scope of Practice received – Cannot change this as we are going through the registration process • Tech I manual feedback – complaints received re some areas are doubled up, 1 trainee failed manual, they will resit • Training report from AUT –to be obtained • Anaesthetic Technology II to be reviewed Anaesthetic Technology III has been reviewed • Clinical courses for qualified Anaesthetic Technicians - Any course needs to be approved by NZATS. AMERAT course for Qualified Techs given the go ahead • COP in May to be held in Palmerston North
	<p>NEXT MEETING February 9th 2007 Auckland</p>