

MINUTES OF EXECUTIVE MEETING

Held: Auckland Baxter building
 Date: **Friday 15th June 2007 @ 0930**
 Present: Karen Bennett, Julie Bromley, Pat O'Brien, Michele Peck, Mary Fuscic, Malcolm Stuart, Cathie Hepworth Janine Gunn Tanya Kennedy, Julie Bromley, Michele Peck
 Apologies: Andrew Warrington

CONFLICT / DISCLOSURE OF INTEREST CIRCULATED – PO conflict registered as she is now on AUT industry advisory committee

<p>Previous actions and minutes discussed</p>	<ul style="list-style-type: none"> • Basil Hutchison award. Information sent to Charge Anaesthetic Technicians • Conference 2007 – sponsorship from Ivent for ASATT president. KB to contact KH re advertising in News letter. • COP held in Palmerston North in May – report read by Malcolm and he thanked Karen for the organisation of the COP. Exam report was accepted and to be sent Charge Anaesthetic Technicians. • No further communications from NZ board of Nephrology • Examination costs – no changes required • Trainee issues discussed • Spam issues rectified – thanks to Gary • Taranaki – no longer have training hospital status • AUT enrolment issues – KB sent letter and has received no official reply, KB also requested that they provide another Work Placed Assessors course this year • Markers have been recruited for AUT • Training regulations have been updated on website • Registration – hours required now 8 hours per week averaged over 12 months
<p>KAREN</p>	<ul style="list-style-type: none"> • Training survey – some surveys not yet returned. Those hospitals that haven't sent one by 22nd June deadline will be contacted to be reinspected. Clarification given that If Supervisor of Training or Charge Anaesthetic technician leaves a hospital with training status then NZATS needs to be notified, if no one reemployed in those positions then the hospital needs to re apply for training status. • Applications for training status - discussed • Registration update –Karen met with Medical Sciences Board Ministry of Health has the final decision. HPCA review will be completed at the end of the year • Script – Editor has resigned Cathie to send letter of thanks. Not enough articles for a June issue. Karen suggested going to a 'Newsletter' format – agreed. Tania to contact advertisers re change and to take responsibility for publishing it. Requested that EN/RN Diploma requirements are in the first issue.

	<ul style="list-style-type: none"> • Registration examination Dates letter – (CH registered conflict of interest) letter requested registration examination date change – declined - exam will be January as the training regulations state that they need to have completed the Diploma to be able to sit the Registration Examination. • NZATS / AUT relationship document – met with the lawyers, awaiting letter from Head of department confirming outcome of meeting • Registration examiners – Christine Minton resigned
PAT	<ul style="list-style-type: none"> • Registration examiners meeting – Planned for July in Auckland. • AUT block courses and enrolments – Issues with recent exams raised • Tech II – papers to be reformatted, manuals not being signed by Work Placed Assessors, to go in document for next year that 25% needs to be signed by a Work Placed Assessor • UK / NZ Qualification – NZQA communication read. Outcome is that UK applicants with less than 2 years post qualifying experience in anaesthesia need to apply for provisional registration. Those with 2 years or more post qualifying experience in Anaesthesia apply for full registration. • AUT expenses reimbursement – issues raised of length people wait to be reimbursed can take 2 to 4 months • AUT Industry Advisory Committee – Patricia has been invited to be on this committee covers all industries • Professional Development sub committee – met in Christchurch portfolio options discussed
JULIE	<ul style="list-style-type: none"> • Diploma draft certificate – options were presented - agreed on a certificate, changes to some of the wording requested • Provisional registration - Possible candidate. Request that candidates sitting the Registration Examination who are on provisional registration provide a report from their Supervisor of Training at their hospital. Provisional registration information to go on website • Training hospitals – list of these to go on website
MICHELLE	<ul style="list-style-type: none"> • Financial report tabled – and accepted as True and accurate record • Auditor issues – ongoing • NZATS use Marsh Ltd at Wellington as insurers • Solicitors – NZATS use Francis Edmonds • More money be invested in a term deposit
TANIA	<ul style="list-style-type: none"> • Requested members e mail addresses be able to be shared with a third party – possible issues with privacy raised Tania to raise this at conference
	Meeting closed at 1430