

Executive Board Meeting Wednesday 29th September 2004

Location: Palmerston North Hospital

Present:

Lynne Van De Waardt, Andrew Warmington, Pat O'Brien, Lindsay Butler, Erin Groom, Karen Bennett

Apologies:

Malcolm Stuart, Janine Wells

Previous actions and minutes discussed

Generic advertising contract – still to do – Lindsay

Dyanne Harbour – Leave badges till HPCA

Registration – Plastic card plus a certificate – Karen and Erin to go through the list on the web site

Chase up remote travel form on the web site – Lynne

Lynne has contacted Trevor and old web site is removed.

Andrew contacted NZSA re our web link on their site to inform them of our new web address and name.

Pat will re-write Education Regulations after the AGM

Pat to chair the Education Working Party.

Lynne has written a letter to Wendy Emson re Pat to be the contact person for AUT.

Previous minutes

Passed

Remits

- Expenses to be paid to Chairman – approx \$2000 pa - Honorarium
 - Return to work after 5 years – Complete orientation package, machine check and competency check by two examiners. The competency check will be a review of clinical and technical knowledge and skills. To be done in candidates own hospital, at the hospitals expense. If candidate fails – the hospital will then be surveyed. Criteria for this check have still to be written. Andrew will discuss this in full at the AGM.
- >18mnths but < 5years absent – orientation package.
- < 18mnths absent – nothing.
- 2 Registrars with voting rights (1 NZ and 1 overseas applications)



- General viva is to be written (45mins) in future COP examinations
- 3 spaces each exam for overseas students.
- NZSA and ANZCA to have one voting right each.
- Vice president position
- Late Registration fee for trainees sitting the COP

Erin

New PO box address is PO Box 10691, The Terrace, Wellington.

Erin will write a report on the ASAPO conference which will be submitted in the next edition of The Script.

Pat

Pat explained that we now have completed a great deal of our documentation ready to apply to the HPCA. Pat and Janine Gunn have written the Standard Of Practice document which includes 4 standards – Professionalism, SOP, Professional development and Roles and Responsibilities.

Scope of Practice will follow the nurses' Scope. Pat will email MOH to find out if we can change the Scope of Practice once we have written it (as queried by Andrew).

AUT Applied and Health Science have combined. Health Science has offered us a degree. CTA have been contacted and have queried levels of responsibilities e.g. nurses and EN's

Pat will resend Exec members HPCA document and the paramedical course outlines.

Pat read out letter re the nurse who wants to sit AUT papers.

Report read out from Wendy Emson – AUT anaesthesia.

COP Dunedin

21 candidates.

Other

Peter Cook and Mark Bukovsker to attend NZATS AGM.

Tyco – David Morgan contact person. Criteria for BH award similar to the AH award. Prize money from Tyco \$500. Lynne will email Tyco and sort out criteria and 3 yr contract.

Meeting closed 15:00