



**Mid-Year NFI Board of Directors Meeting  
Waltham, Massachusetts, USA  
April 27, 2013**

**Committee Reports**

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**Report of the President  
NFI Board Meeting FY 2012 – 2013  
Waltham, Massachusetts, U.S.A.  
Saturday, April 27, 2013**

**Directors of the Board:** J. Alberts, H. Als, D. Buehler, M. Daly, J. Helm, S. Kosta, g. Lawhon, S. Mader (excused), G. McAnulty, J. Sizun, K. VandenBerg and I. Warren

This report summarizes the highlights and accomplishments from October 2012 to the present and is organized in a chronological order.

**October 2012**

- The Board welcomed our newest elected Family Board Member, Mandy Daly, Dip. H Diet & Nutrition, Dip. Ki Massage, ACII, DLDU who is the Family Liaison Manager/Advocacy & Policy Making Officer for the Irish Premature Babies organization.
- The NFI elected officers for the year 2012 – 2013.  
President – gretchen Lawhon  
Vice President for Administration – Jim Helm  
Treasurer – Gloria McAnulty  
Secretary – Deborah Buehler  
Assistant Treasurer – Sandra Kosta  
Assistant Secretary – Sandra Kosta
- Board Officer Expansion to include an officer position entitled *Vice President (VP) for Organizational Advancement*.  
Upon motion duly made, seconded and carried it was by majority  
**VOTED:** To create the officer position of Vice President for Organizational Advancement  
Dr. Buehler was nominated for and accepted the nomination for the position of Vice President for Organizational Advancement.  
Upon motion duly made, seconded and carried it was by majority  
**VOTED:** To elect Deborah Buehler the Vice President for Organizational Advancement
- NNCP Director's contract was renewed for an additional year at the same salary with an agreement that the Board re-evaluates in six months and tries to provide a raise when more financially flush.
- Social Media consultant Michael Neuendorff was contracted for \$8,000.00 from the Buehler restricted funds to support the NFI in creating a presence in the three areas of Facebook, LinkedIn and a Blog. The services include the set up of each of these methods of social media and maintenance of them for six months.
- A task force for Board restructure was developed and Dr. Jim Helm agreed to take the lead with Drs. Sizun, Buehler and VandenBerg participating in this effort.

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- In response to the voices of our NFI membership a by-laws task force led by Dr. Jacques Sizun has been created to evaluate our reflection of an international presence.
  - Dr. Lawhon was honored as a Fellow in the American Academy of Nursing (FAAN) primarily for the work done in transforming neonatal nursing practice with the implementation of NIDCAP on an international basis.
  - Dr. Als was honored with the Dale Richmond/Justin Coleman Award recognizing her as an individual who has made an outstanding contribution to the field of child development and behavior through advocacy, public service, scientific endeavors and literature.
  - There were several excellent NFI List-serve discussions including topics on surrogate skin to skin holding and CMV and breastfeeding which involved a broad range of members from students through NIDCAP Master Trainers

## November 2012

- Training and education as well as support for the creation of individual profiles and the NFI presence on LinkedIn.
- Clarification of the Vice Presidential Roles  
The *Vice President for Administration* is responsible for the administrative actions of the organization and the *Vice President for Organizational Advancement* leads the effort around the development of the NFI's presence (i.e. website, LinkedIn activities). The Vice President (VP) for Administration will take over the role of the President in the event of the President's absence and the VP for Organizational Advancement will take over the role of the President if both the President and the VP of Administration are absent.
- For World Prematurity Day on November 17<sup>th</sup> a card was sent to all NFI members to express appreciation for all that they do in mentoring caregivers, changing hospitals and improving the future for newborns and their families.
- The NFI and Contemporary Forums collaborative developmental conference was held and the NFI exhibit was present as a complimentary part of our collaboration. Of the 300 conference participants we were able to garner 175 names and emails for contact regarding information on the NFI and the NNCP program. In addition the conference led to \$17,550.00 revenue for the NFI.

## December 2012

- The NFI Board sent a holiday card to the members of the NFI with a brief factual message about the frequency of premature births.
- Strategic Planning Consultation  
Following the process of seeking consultation for our strategic planning and accepting the proposal made by Norma Fogelberg, with much discussion surrounding the amount of money required and lack of available funds, the decision was made to bring on consultants conditional on the funds being available.

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Upon motion duly made, seconded and voted by majority  
VOTED: To accept the Fogelberg contract as long as next year's Buehler Family unrestricted funds are provided.

### **January 2013**

- Strategic Planning began with the gathering of documents requested by our consultants and a brief introduction during our Board conference call
- Sylvie Minguay, RN at the French NIDCAP Training Center of the University Hospital Brest, Brest, France achieved NIDCAP Trainer Certification.

### **February 2013**

- Italian Preterm Film Endorsement with request for an additional screen that includes the NFI logo and the statement “Endorsed by the NIDCAP Federation International”. We requested that they have translations available and that we can link to it on our website. Ms. Patrizia Strola wrote back to us with her thanks and that they would follow up with the technical issues.
- The NFI made a “call for action” to respond to the Ohlsson and Jacobs Meta-Analyses published in Pediatrics. Thus far there have been 18 letters to the editor published electronically. These letters were written by 78 individuals of 15 different countries of 5 continents, truly a global response in support of the NFI.
- The NFI Board member candidate packet was completed.
- A second “call for action” was made with the NFI membership at large to join in the strategic planning teams and at least 12 members have actively participated in this process.
- The certification and opening of the 9th European and 21st International NIDCAP Training Center at the University Hospital Modena, Modena, Italy under the direction of Professor Dr. Fabrizio Ferrari with newly certified NIDCAP Trainer Natascia Bertoncelli, PT, PhD.
- The establishment of a new NIDCAP Training Center in Development: the Pediatric Integrated Hospital of Sao Joao Hospital in Porto, Portugal with Graciela Basso, MD serving as NIDCAP Master Trainer for the Center’s development and Fatima Clemente, MD as the NIDCAP Trainer-in-Training. A unanimous vote of the seven Board members on this call approved this new NIDCAP Center in development.

### **March 2013**

- Karen Smith , RN, Med was an invited participant of the Developmental Care Consensus Panel at the 26<sup>th</sup> Annual Gravens Conference on the Physical and Developmental Environment of the High Risk Infant, February 27--March 3, 2013, Sheraton Sand Key Resort, Clearwater, Florida USA.
- The NFI exhibition booth was present at the same conference

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## April 2013

- Inga Warren, Dip COT MSc Director of the UK NIDCAP Training Centre at St Mary's became a Senior NIDCAP Trainer
- The Board members have completed five two hour strategic planning sessions and untold hours of work in between culminating in a full day of work on the strategic plan Friday April 26<sup>th</sup>.

### General Comments

An increased effort has been made to have regular communication from the President to the members of the NFI and to invite members to actively participate in the work led by the Board. Regular emails are being written to the membership to keep them abreast of the work being done as well as to enlist them in joining us to accomplish our mission.

My message to each Board member is that of tremendous thanks and appreciation for the incredible dedication and hard work that each of you contributes to the success of the NFI.

As President, I welcome each NFI member's ideas, suggestions and input, whether on the Board or not, and together we will create and implement the tactics to fully achieve our new strategic plan.

Respectfully submitted,

*gretchen Lawhon, PhD, RN, FAAN*

gretchen Lawhon, PhD, RN, FAAN  
President, NIDCAP Federation International



**NFI Oversight Committee Report**  
Board of Directors Meeting, April 27, 2013  
Waltham, MA USA

Oversight Committee:

James Helm, Chair, Heidelise Als, Sandra Kosta, gretchen Lawhon, Gloria McAnulty

The Oversight Committee continues to support the Treasurer and Assistant Treasurer who oversee all financial transactions of the organization. The full committee reviews records once or twice annually. This year a review will occur on April 25, 2013. It will include a detailed review of the records from randomly selected months to assure clear documentation of funds received and funds spent along with the documentation of purpose and receipts. Details of the process are in the Oversight Committee Report presented to the Board in May 2012. The report is available at the NFI website or upon request to the Chair of the Oversight Committee.

Respectfully submitted by James M Helm, PhD,

*James M. Helm, PhD*



**Fundraising Committee Report**  
NFI Board of Directors Meeting  
April 26 & 27, 2013  
Waltham, MA

**Fundraising (FR) Committee Members:** *VandenBerg, K. (Chair), Buehler, D., Sizun, J., Alberts, J.*

The NFI Fundraising Committee has participated in the following activities to work toward the goal of increasing the revenue stream for the NFI:

1. Collaboration of Fundraising Committee, Communications Committee and Consultants:
  - a. Norma Fogelberg and Lynda Sirk to develop strategies and resources for an effective *Awareness and Engagement Campaign* and ultimately the successful attainment of ample financial resources for the NFI.
  - b. Continued creation of an expanded email list which is now including over 2500 emails. We continue to develop this list to increase a wider range of potential donors.
  - c. Subscription to Chronicle of Philanthropy with numerous fundraising ideas and invitations to webinars regarding fundraising strategies.
  - d. Creation of strategies for fundraising including education video production, storytelling, fundraising events.
  - e. Continued development of social networking for Fundraising Committee members.

2. Contract with Contemporary Forums

Another contractual agreement with Contemporary Forums has been signed for the Annual Developmental Conference in New Orleans, Nov. 6-9, 2013. Should the revenue exceed expenses (at approximately 300 main conference attendees), the NFI will receive \$15,000.00. Should attendance exceed 425, additional fees will be paid to the NFI based on a schedule from \$2,500 up to an additional \$11,000.00 for over 650 attendees.

3. Annual Appeal Letter

A letter was sent to the NFI Board members to annually donate to the NFI. Sending an Annual Appeal letter needs to be discussed by the Board.

4. Recruitment of a Manager for High End Donations:

An application for membership on the Board has been sent by the NEA Committee to Vicki Bjornsson, a parent of a premature infant who experienced the NIDCAP Program and is motivated to advance our fundraising efforts. She has access to several contacts in the music and entertainment industry in Southern California and has been a Business and Marketing Director for 25 years.

Respectfully Submitted,

Kathleen A. VandenBerg  
Chair, Fundraising Committee

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## NFI Membership Committee Report

Board of Directors Meeting, April 27, 2013

Waltham, MA, USA

### Membership Committee:

James M Helm, PhD, Chair, Roger Sheldon, MD, MPH, Dorothy Vittner, RN, MSN

The Membership Committee continues to manage the Membership Office mailbox and administrate membership activities including updating the roster, invoicing and collecting annual membership dues and annual center fees, responding to application inquiries and supporting the application process.

As of April 15, 2013: 238 Members

### Goals:

- Continue to grow the membership
- Continue dues/fees collections
- Increase committee members
- Develop Membership Awards and Recognitions
- Develop congratulatory process for newly certified professionals

Membership	Paid	Paid last yr	Total
Professional	136	25	161
Student	41	22	63
Family	7	2	9
Emeritus	3		3
Honorary	2		2
<b>Total</b>	<b>189</b>	<b>49</b>	<b>238</b>

Submitted by

*James M. Helm, PhD*

James M. Helm, PhD





## Report of the Program Committee

Meeting of the Board of Directors, April 27, 2013

Waltham, Massachusetts

**Chair:** g. Lawhon

**Members:** H. Als, D. Buehler, S. Butler, T. Casper, L. Lacina, I. Hanks Drielsma, R. Hedlund, B. Hicks, G. Kennedy, S. Kosta, G. McNulty, J. Sizun, J. Swanson, K. VandenBerg, D. Vittner, and I. Warren

1. **23<sup>rd</sup> Annual NIDCAP Trainers Meeting 2012** held September 29 – October 2, 2012 at the Sopwell House, St. Albans, England and hosted by the U.K. NIDCAP Training Centre at St. Mary's, London, England evaluations have been carefully read and compiled into the Attachment #1 to this report.
2. **Midwest Developmental Care Conference** was held on March 21 and 22<sup>nd</sup>, 2013 at Cincinnati Children's Hospital as a collaborative effort between Children's Hospital of University of Illinois NIDCAP Training Center and the NIDCAP Training and Research Center at Cincinnati Children's. This was the first NFI endorsed regional conference in the USA
3. **Annual Developmental Interventions Conference with Contemporary Forums**  
Kathy VandenBerg and I have been working with Pam Jenkins-Wallace in collaborating on the annual developmental conference. This year the title is "Neonatal Developmental and Behavioral Care:  
A Multidisciplinary Approach for Newborns in the NICU and Beyond" and will be held in New Orleans, Louisiana November 6 - 9, 2013. The contractual agreement is attachment #2 to this report. The NFI should receive \$15,000.00 for our collaboration with a slim possibility of more if the conference attendance is quite high.
4. **24<sup>th</sup> Annual NIDCAP Trainers Meeting 2013** will be held October 5-8, 2013 at the Graylyn International Conference Center in Winston-Salem, North Carolina, USA and is hosted by the Carolina NIDCAP Training Center.  
The **tentative** program is as follows:  
  
Saturday morning   greeting and mutual introductions and the accomplishments and overview of training efforts  
  
Saturday afternoon   reflective session on the integration of NNCP in our training and the NFI membership meeting  
  
Saturday evening   poster session reception

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Sunday morning	Philosophy and Care of Families in the Newborn Intensive Care Unit
Sunday afternoon	NNCP Site Reviewer work session
Monday morning	Research presentation on Meta-Analyses and our research abstract session
	Lunch in networking according to NFI departments
Monday afternoon	session on collaboration and sustaining one another as trainers Session on the quality of training with integration of NNCP
Tuesday morning	session on Developmental education Session on bridging the gap between NIDCAP Professional and others in the NICU

## 5. Future NIDCAP Trainers Meetings

### Locations:

**2014 in Spain co-hosted by** The Barcelona-Vall d'Hebron NIDCAP Training Center Spain, Hospital Universitari Vall d'Hebron, Barcelona, Spain and Hospital Universitario 12 de Octubre NIDCAP Training Center, Hospital Universitario 12 de Octubre, Madrid, Spain

**2015 hosted by St.** Joseph's Hospital NIDCAP Training Center at St. Joseph's Hospital and Medical Center, Phoenix, Arizona, USA

**2016 hosted by** Karolinska NIDCAP Training Center, Stockholm, Sweden

### Topics to be considered:

Sustainability in low resource environment  
Dose of NIDCAP needed to be effective  
How to address people who challenge your NIDCAP work  
Research focus  
Working on a shared language for NIDCAP  
Palliative care and developmental care  
Dissemination of NIDCAP beyond the NICU and into other fields

Respectfully submitted,

*Gretchen Lawhon, PhD, RN, FAAN*

Gretchen Lawhon, PhD, RN, FAAN  
Chair, Program Committee, NFI

Attachment #1 23<sup>rd</sup> Annual NIDCAP Trainers Meeting Evaluation



**Interim Report from the  
NIDCAP Nursery Certification Program  
Steering Committee  
October 2012 to April 2013**

**Meeting of the NFI Board of Directors  
Boston, Massachusetts, USA  
April 26-27, 2013**

**NFI Board Members:** J. Alberts, H. Als, D. Buehler, M. Daly, J. Helm, S. Kosta, g. Lawhon, S. Mader, G. McAnulty, J. Sizun, K. VandenBerg, I. Warren

**NNCP Steering Committee:** Co-Chairs: D. Buehler, K. Smith  
Members: H. Als, S. Kosta, G. McAnulty

**NNCP Director:** R. Hedlund

This report briefly describes the work conducted by the NIDCAP Nursery Certification Program (NNCP) participants since the last NFI Board Meeting held at the Sopwell House Hotel, St Albans, UK, Friday, September 28, 2012.

## **1. International Nursery Applicants**

- ❖ Dalia Silberstein, RN, PhD  
Newborn Intensive Care Unit  
Sapir Medical Center, Meir Hospital  
Tchernihowski St, Kfar Saba, Israel

The NNCP Site Review Team, consisting of Roger Sheldon, MD, MPH, Karen Smith, RN, BSN, MEd, and Melissa Johnson, PhD met on January 4, 2013 to discuss this site's submission of the recently translated NNCP Application: Parts I & II, the Site Self-Assessment, the NNCP Nursery Assessment Manual Provision of Evidence, as well as the video clips of caregiving. In addition, the NNCP Site Review Team also reviewed the unit's responses to additional information that was requested in an earlier letter (September 12, 2012).

After careful review, discussion and reflection upon these documents, the Site Review Team members came to the conclusion that this nursery is ready to proceed on to the next step of this certification process, specifically, scheduling and preparing for the NNCP Site Review Visit. In recent conversations with the Site Coordinator, the dates for the NNCP Site Review Visit have been determined as follows:

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**Sunday, May 19, 2013: NNCP Site Review Team arrives**

**Monday, May 20 – Tuesday, May 21:** Site Review Team conducts On-Site Review at the Newborn Intensive Care Nursery.

**Wednesday, May 22:** Site Review Team meets off-site to begin scoring the NNCP Nursery Assessment Manual based on all NNCP application documents previously submitted, as well as observations, interviews and review of documents that were conducted as part of the On-Site Review Visit.

**Thursday, May 23:** NNCP Site Review Team departs for the United States.

The NNCP Site Visit Preparation materials were sent out and have been completed. This includes:

- The Site Visit Schedule
- NNCP Site Reviewers' Travel Schedule
- Additional Information Pertaining to Applicant Site
- Bio-Sketch Profiles of Site Nursery Leadership Team and NNCP Site Review Team
- Site Visit Checklist

- ❖ Janny Høeg, RN  
NIDCAP Professional  
Neonataalklinikken, Rigshospitalet  
Copenhagen, Denmark

This site is currently working towards the submission of NNCP Application: Part II, Site Self-Assessment, and the NNCP Nursery Assessment Manual Provision of Evidence. Recently they have begun training three more professionals to become NIDCAP Professionals. The Site Coordinator reports that they hope to have NNCP Application: Part II submitted by this coming Summer, 2013.

- ❖ Marie Hassel, Head Nurse  
Thomas Abrahamsson, Neonatologist, PhD, Head Consultant  
NICU, Pediatric Clinic  
University Hospital  
581 85 Linköping, Sweden

This site is currently working towards the submission of NNCP Application: Part II Site Self-Assessment, and the NNCP Nursery Assessment Manual Provision of Evidence. The Site Coordinator participated in the “*Training the NNCCP Site Reviewer: An Introductory Workshop*” at the NIDCAP Trainers Meeting, St Albans, UK. The NNCP Director also met with the Site Coordinator at this time. This site plans to submit the NNCP Application: Part II by January/February, 2014.

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## 2. Recent NNCP Workshop/Presentations

- ❖ **Training the NNCP Site Reviewer: An Introductory Workshop.** This 102 page document was created as an instructional guide to provide the workshop participant with the opportunity to experience the duties and collaborative work of the NNCP Site Reviewers as they review the Nursery Applicant's submission of an NNCP Application which comprises several components, namely: Parts I and II as well as detailed supporting evidence. The workshop was presented during the NIDCAP

Trainers Meeting on Sunday, September 29, 2012, from 14:00-17:00. Approximately 40 participants attended this workshop.

## 3. NNCP Presentations

- ❖ gretchen Lawhon, RN, PhD, FAAN presented ***“NIDCAP Nursery Certification: An Opportunity to Showcase Your Best Practices!”*** at the Developmental Interventions in Neonatal Care. United States, Orlando, Florida, USA, November 7–10, 2012.
- ❖ Karen Smith, RN, MEd, presented the NNCP Nursery Assessment Manual and Score Sheets to fifteen invited participants who attended the ***Developmental Care Consensus Panel*** at the 26th Annual Graven Conference on the Physical and Developmental Environment of the High Risk Infant, February 27--March 3, 2013, Sheraton Sand Key Resort, Clearwater, Florida USA.

This was the initial meetings of a panel to work to prepare a Consensus Statement on Developmental Care. There were 2 meetings which totaled 5 hours of work time in Florida. The information contributed by the attendees is being collated. We plan to have a conference call meeting mid-year in preparation for meeting at the 2014 Graven Conference to continue working on the Consensus Statement.

Participants in this meeting included: Joy Browne PhD, Kathleen Kolberg PhD, Joan Arvedson PhD CCC\_SLP, Rosemarie Bigsby ScD OTR/L, Michael Hynam PhD, Carole Kenner PhD RNC, Beverly Johnson, Jane Sweeney, PT PhD, (Jacqueline McGrath PhD RN and Elizabeth MacMillan-York RN were invited but not able to attend). Some of participants were available on conference line. Dr. Stanley Graven took part in the second meeting.

- ❖ Kathy VandenBerg, PhD presented the NNCP to Grand Rounds at Children's Hospital, Oklahoma University Health Sciences Center on April 18, 2013. The presentation was entitled, “Neurodevelopment of the Newborn: Implications for NICU Care.”

## 4. NIDCAP/NNCP Exhibit

Portions of the Exhibit (e.g., Banners, Tablecloths, Brochures, Postcards) were displayed at:

- ❖ The 23<sup>rd</sup> NIDCAP Trainers Meeting, September 29<sup>th</sup> – October 2<sup>nd</sup> 2012, Sopwell House, St. Albans, England. Deborah Buehler, PhD set up the NIDCAP/NNCP Banners and tablecloths and assisted in the distribution of NIDCAP/NNCP materials.

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- ❖ Developmental Interventions in Neonatal Care. United States, Orlando (FL), November 7–10, 2012. gretchen Lawhon, RN, PhD, FAAN, Jim Helm, PhD, Kathleen VandenBerg, PhD set up a booth that consisted of the NIDCAP/NNCP Banners and tablecloths and assisted in the distribution of NIDCAP/NNCP materials.
  - ❖ The 26th Annual Gravens Conference on the Physical and Developmental Environment of the High Risk Infant, February 27<sup>th</sup> – March 3<sup>rd</sup>, 2013, Sheraton Sand Key Resort, Clearwater, Florida, USA. Marla Wood, RN, MEd, Karen Smith RN, MEd assisted in the distribution of NIDCAP and NNCP materials.

## **5. NNCP DVD**

This DVD was shown at the NIDCAP Trainers Meeting, St Albans, UK., September, 2012. Audience responses were very positive and enthusiastic.

## **6. Translation of NNCP Nursery Assessment Manual into Italian**

The NNCP Nursery Assessment Manual has been translated into Italian. It will be presented to the NNCP Steering Committee by June, 2013 after some additional revisions have been made.

## **7. Revision of the NNCP Nursery Assessment Manual Crib Sheet**

The NNCP Nursery Assessment Manual consists of 121 scales grouped into four major categories of a nursery's characteristics and functioning, as well as five overall Summary Scales. The "Crib Sheet" supports the Site Reviewers as they gather information from a site during the course of their nursery observations; interview with the staff; the review of the unit medical charts; review of procedural policies, and guidelines; and what information that the Site Reviewers glean from NNCP Application: Parts I and II. The Crib Sheet assists the Site Reviewers to focus on pertinent areas that will be scored utilizing the NNCP Nursery Assessment Manual throughout the course of the NNCP Site Review Visit. Awaiting review by NNCP Steering Committee.

## **8. Ongoing NNCP Efforts**

- ❖ Development of NNCP Action Plans (via committee work for the NFI Strategic Plan) to serve as a Guide for Future NNCP Products and enhanced Performance:
  - Develop a Survey to collect constructive information and promote and integrate the goals and objectives of the NNCP.
  - Develop a six-year implementation /budgetary plan that will support current NIDCAP Training Centers, and those involved in attaining NIDCAP Training Center status, to become NIDCAP Certified Nurseries.



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- Review costs of NIDCAP Nursery Certification for those: 1) nurseries seeking NIDCAP Nursery Certification; 2) current NIDCAP Training Centers; and 3) sites that wish to integrate NIDCAP Nursery Certification with Training Center Development.
  - Develop a two-hour workshop presentation to promote the integration of NNCP within the context of the nursery and NIDCAP Training for the upcoming NIDCAP Trainers Meeting, October, 2013.
  - Continue to expand the current pool of NNCP Site Reviewers.
  - ❖ Development of three-hour workshop presentation to better assist NIDCAP Professionals, NIDCAP Trainers, and Master Trainers in the integration and scoring of the NNCP Nursery Assessment Manual that will ensure the implementation of the highest levels of NIDCAP care within the nursery. This presentation will be presented at the upcoming NIDCAP Trainers Meeting.
  - ❖ Editing of all NNCP Materials including:
    - NNCP: A Guide to Preparation, Application and Implementation of NIDCAP Nursery Certification
    - NNCP Application: Part I
    - NNCP Application: Part II
    - NNCP Nursery Assessment Manual and Score Sheets
    - NNCCS Provision of Evidence
    - Preparation for the NNCP Site Review
    - Cost Analysis and Justification for NNCP Fees and Travel Expenses
    - FAQ about NNCP
    - NNCP Evaluation Forms
    - A Guide for Training the NNCP Site Reviewer
  - ❖ Development of specified training activities/modules for the prospective NNCP Site Reviewer. Training activities/modules include:
    - Qualify for training as stipulated in the *NNCP Site Reviewer Eligibility Requirements* (as stipulated in *A Guide for Training the NNCP Site Reviewer*)
    - Review all NNCP Application and Review Process materials (Download from the NFI webpage: [www.nidcap.org](http://www.nidcap.org))
    - Complete Required Reflective Readings
    - Review NNCP Tutorial and Complete Post-Test (TBD) and submit to NNCP Director
    - Assess the nursery utilizing the NNACS Manual/Score Sheets
    - Complete *Training the NNCP Site Reviewer: An Introductory Workshop I*
    - Complete Training the NNCP Site Reviewer Workshop II (TBD)
    - Review Instructions for Scoring the NNACS and Score the Scoring Example provided (TBD)

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- Meet acceptable standards of participation as an NNCP Site Reviewer of two applicant nurseries as outlined above under *NNCP Site Reviewer's Responsibilities* (as stipulated in *A Guide for Training the NNCP Site Reviewer*)
  - Submit A Reflective Journal: *Experiencing the NNCP Application and Review Process* within one week after submission of the NNCP Summary Report
  - Meet acceptable standards of evaluation to attain certification as an NNCP Site Reviewer

## 9. Future NNCCP Directions

- ❖ **The American Nurses Credentialing Center (ANNC) Magnet Recognition Program.**<sup>®</sup> The Magnet Recognition Program was developed by the ANNC to recognize health care organizations that provide nursing excellence. The program also provides a vehicle for disseminating nursing practices and strategies. The NNCP Steering Committee is currently exploring the possibility of the inclusion of NIDCAP, APIB, and NNCP as part of the Magnet credentialing criterion. Karen Smith has been in contact with the ANCC to explore recognition for the NFI's certifications to be included on the list of certifications recognized by the ANCC for the Magnet process.
- ❖ **Development of an NNCP Procedural Manual** which encompasses the organization and coordination of NNCP, as well as all the materials and the NNCP application process. This would include:
  - NNCP Missions Statement
  - NNCP Goals & Objectives
  - Roles & Responsibilities of NNCP Steering Committee, NNCP Chair, NNCP Site Reviewers, Site Reviewers-in-Training, Nursery Applicant Site Coordinator and Nursery Applicant Professional and Staff
  - Application Process
  - NNCP Fees and Travel Expenses
  - All Materials (Appendices A-I)
  - Procedural Guide for the Selection and Training NNCP Site Reviewers
  - Guide for NNCP Workshop Presentations (PowerPoint Slides, Text Presentation, Related Training Materials and Handouts)
  - Evaluation of the NNC Process
- ❖ **Translation of all NNCP materials** into French and Spanish to be posted on the NFI website.

We herewith respectfully submit the NNCP Steering Committee's Report for the period of October, 2012 to April 2013 to the Members of the Board of the NFI on this Day, Friday, the Nineteenth Day of April, in the Year 2013.

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Sincerely,



Rodd E. Hedlund, MEd  
Director  
NFI-NIDCAP Nursery Certification Program



Deborah Buehler, PhD  
Co-Chair  
NFI-NIDCAP Nursery Certification Program



Karen Smith, RNC, BSN, MEd  
Co-Chair  
NFI-NIDCAP Nursery Certification Program



**Quality Assurance Committee Report**  
Mid-Year Board Meeting of FY 2012-2013  
Marriott Hotel, Waltham, MA  
Saturday, 27 April 2013

Members of the Board: J. Alberts, H. Als, D. Buehler, M. Daly, J. Helm, S. Kosta, g. Lawhon, S. Mader (in absentia), G. McAnulty, J. Sizun, K. VandenBerg, I. Warren

Chair: H. Als

Members: D. Buehler, g. Lawhon, S. Kosta, G. McAnulty, I. Warren

The Quality Assurance Committee (QAC) Report covers the achievements for the period from 28 September 2012 to 27 April 2013. The QAC subsumes five Sub-Committees: Training, Trainers and Training Centers (*Als, Lawhon, Buehler*); Production and Web Posting of Training Materials in Different Languages (*Als, Kosta*); Specific Training Resources (*Lawhon*); Protection of NFI Intellectual Property (*McAnulty*); Standardization of Certificates (*Kosta*); and Education (*Warren*). The Sub-Committee Chairs will report on the respective topics.

**1. Sub-Committee: Training, Trainers and Training Centers (*Als, Lawhon, Buehler*)**

**1. Update on NIDCAP and APIB Training Materials**

*NIDCAP Write-Up Example*

A new NIDCAP Write-up Example submitted by I. Warren and A Kleberg has been finalized and is ready for distribution. (Attachment 1)

**2. Update regarding Training Activities and Trainers**

*One New NIDCAP Training Center:* Since September 2012 one new NIDCAP Training Center has been certified: The *Modena NIDCAP Training Center*, at the Azienda Ospedaliero-Universitaria Policlinico di Modena (University Hospital Modena), Modena Italy, with Director Fabrizio Ferrari, MD, Professor of Pediatrics. Agneta Kleberg, RN PhD served as NIDCAP Master Trainer.

*Two New NIDCAP Trainers:* At the new *Modena NIDCAP Training Center* in Modena, Italy one new NIDCAP Trainer achieved NIDCAP Trainer Certification, namely *Natascia Bertoncelli, PT PhD*. Agneta Kleberg, RN PhD served as NIDCAP Master Trainer and Deborah Buehler, PhD served as APIB Trainer. A second new Trainer achieved NIDCAP Trainer Certification, namely *Sylvie Minguy, RN* at the *French NIDCAP Training Center of the University Hospital Brest*, Brest, France. Agneta Kleberg, RN PhD served as NIDCAP Master Trainer and Deborah Buehler, PhD served as APIB Trainer.

*One new NIDCAP Training Center in Development:* In February 2013 the *Pediatric Integrated Hospital of Sao Joao Hospital in Porto, Portugal* was approved as NIDCAP Training Centers in Development. Graciela Basso, MD serves as NIDCAP Master Trainer for the Center's

development. The extensive documentation and application materials submitted are available for review upon request.

*One New NIDCAP Trainer-in-Training:* With the approval of the *Pediatric Integrated Hospital of Sao Joao Hospital's in Porto*, Portugal application to establish a NIDCAP Training Center, *Fatima Clemente, MD* was approved as the first NIDCAP Trainer-in-Training at the Porto Center. Graciela Basso, MD serves as NIDCAP Master Trainer and APIB Trainer for the development of the Trainer-in-Training. (Documentation and application materials submitted are available for review upon request.)

*One New Senior NIDCAP Trainer:* *Inga Warren, Dip COT MSc* Director of the *UK NIDCAP Training Centre at St Mary's* was approved as Senior NIDCAP Trainer by the Quality Assurance Committee Training and recommended to the Board for confirmation.

#### 4. Listing of Current NIDCAP and APIB Trainers

A list is provided in Attachment 2 of all Senior NIDCAP Master Trainers, NIDCAP Master Trainers, NIDCAP Master Trainers-in-Training, Senior NIDCAP Trainers, NIDCAP Trainers, NIDCAP Trainers- in-Training, NIDCAP Training Centers-in-Development, Senior APIB Master Trainers, APIB Master Trainers-in-Training, APIB Trainers and APIB Trainers-in-Training. (See Attachment 2, Listing of current NIDCAP and APIB Trainers)

#### 2. Sub-Committee on the Production and Web Posting of Training Materials in Different Languages (H.Als, S. Kosta)

The goal continues to be to have available the full website content as well as all training materials in the different languages represented in the wider NIDCAP community. The French and Spanish Website materials as well as the Spanish training documents and policies for NIDCAP and APIB Professional and Trainer training serve as examples.

NIDCAP DVD: *NIDCAP - Three Decades of Training and Supporting*, (Executive Director, Deborah Buehler, PhD) has been translated into eleven (11) languages, namely Arabic, Chinese, Dutch, French, German, Hebrew, Japanese, Norwegian, Portuguese, Spanish and Thai. The DVD is awaiting web posting with subtitles in the above languages and awaits posting on the web.

- 3. Sub-Committee on Specific Training Resources (g. Lawhon) (Separate report)
- 4. Sub-Committee on the Protection of NFI Intellectual Property (G. McAnulty) (Separate report)
- 5. Sub-Committee on the Standardization of Certificates (S. Kosta) (Separate report)
- 6. Sub-Committee on Education (I. Warren) (Separate report)

The Chair of the Quality Assurance Committee (QAC) herewith respectfully submits the QAC-Report to the NFI Board of Directors for their acceptance on this Day, Saturday, the 27<sup>th</sup> day of April in the Year 2013.

Signature: Heidelise Als.

Heidelise Als, Ph.D.  
Chair, Quality Assurance Committee, NFI

Date: 27 April 2013

## **Attachments**

1. New NIDCAP Write-Up Example (Warren, Kleberg)
2. Listing of Current NIDCAP and APIB Trainers-in-Training, NIDCAP and APIB Trainers, and NIDCAP and APIB Master Trainers



**Sun-Committee on Intellectual Property Report**  
Interim Board of Directors Meeting, April 26-27 2013  
Boston, MA

**UPDATE**

- As of 09/11/2012, four bodies of work have been submitted for copyright registration to the U.S. Copyright Office. Copyrights for these materials are still pending.
- These include the:
  - NIDCAP Training Binder
  - NIDCAP Training Center Development Binder
  - APIB Training Binder
  - NIDCAP Nursery Certification Program Materials including: the NIDCAP Nursery Certification Criterion Scales and Score Sheets; NNCP A Guide to Preparation, Application and Implementation of NIDCAP Nursery Certification; NNCP Application Part I and Part II; NNCP Provisions of Evidence; NNCP Cost Analysis & Budget Justification for NNCP Fees and Travel Expenses; and Preparation for the NNCP Site Review. Copies of the applications and deposit materials in electronic format are stored and available to the membership upon request from the Sub-committee on Intellectual Property.
- The new image for the NFI/NIDCAP logo, and taglines '*Voice of the Newborn*' and '*Mentoring caregivers. Changing hospitals. Improving the future for newborns and their families.*' Have been submitted to the US Patent and Trademark Office On October 26, 2012. Registration is pending.
- It was decided that the 'old' NFI/NIDCAP logo with the word 'nidcap' in small Times New Roman font (ser. /reg. # 3,314,889) will be phased out. The Section 8 & 15 due 10/16/2013 and the renewal due 10/16/2017 will be allowed to expire. All materials produced by the NFI will bear the new look logo with nidcap in script, image and tagline (see below). Registration is pending.

The Sub-committee on Intellectual Property has copies of the applications and deposit materials in electronic format, which are stored and available to the membership upon request.

**STATUS**

The status of the registration of the NFI trademark, logo, wordmark (NIDCAP) and certification mark as of April 2013 is indicated below. Renewal notification for all NFI registrations will be sent by the NFI attorney's office in the year prior to the expiration

**Trademark/Wordmark** refers to NIDCAP as both an identifying name and the graphic representation of that name or logotype. NIDCAP is registered in two categories:



**Class 16** - Printed publications, namely, newsletters, instructional and teaching materials, and standards of practice manuals, in the field of newborn care and assessment.

**Class 41** - Educational and training services, namely, training in observation and assessment of newborn behavior, educational conferences, research presentations and competency examinations, all in the field of newborn health care; providing a website featuring information in the field of newborn health care.


The registration process has been completed in the United States for trademark, logo and wordmark.

Additionally, the **Wordmark** (NIDCAP) has achieved Foreign Registration in Classes 16 and 41 in Argentina, Canada, and International Trademark Registration (under the Madrid Protocol) in the European Union (EU), China, Norway, Poland, Romania, Sweden, Portugal and Sweden. The question of the status of trademark protection in China has been verified by NFI attorneys, 3/22/2011 in an email from Renee' Sanft, Trademark paralegal. She states, *'We protected NIDCAP in China when we filed for International Registration No 896009, Reg. Date August 8, 2006. We designated an extension of protection to several countries including China.'*

**Certification Mark** denotes that products or services identified with this mark meet the standards of an organization with national accreditation for *both* testing and certification. When the Notice of Allowance was issued, a *Specimen of Use* in the form of an embossed Training Certificate and the *Certification of Standards* in the form of "Quality Assurance of Training" (QAT's) documents were filed. The specimen and standards were accepted and the registration was issued in January, 2008. The Certification Mark is embossed on all training certificates issued by the NIDCAP Federation International.




**Trademark/Wordmark and Certification Mark** (as of April 2013)

**United States**

<b><u>Mark</u></b>	<b><u>Ser./Reg.</u></b>	<b><u>Class Goods/Services<sup>1</sup></u></b>	<b><u>Status</u></b>
	3,314,889	Class 16 – printed materials	This mark was registered on October 16, 2007. The Section 8 & 15 will be due by 10/16/2013. The renewal will be due by 10/16/2017. The registration for this mark will be allowed to expire to be replaced by the new

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<sup>1</sup> The goods/services are displayed with their short titles pursuant to TMEP (Section 1401.2(b)) to assist in quickly identifying the content in the specific class and do not represent the full description of goods/services.

	3,265,111	Class 41 – educational services	This mark is registered. The Section 8 & 15 will be due by 7/17/2013. The renewal will be due by 7/17/2017.
	85/764,840	Class 16 – printed materials Class 41 – educational services	This mark was received by US patent and Trademark Office on October 26, 2012. Registration pending.
	3,376,364	IA – Certification mark for individuals	This mark was registered on January 29, 2008. The Section 8 & 15 will be due 1/29/2014. The renewal will be due by 1/29/2018.
NIDCAP	2,303,276	Class 16 – printed materials Class 41 – educational services	NIDCAP is a registered mark. The renewal due in the year prior to the expiration date of 12/28/2019.
Voice of the Newborn	85/764,628	Class 16 – printed materials Class 41 – educational services	This mark (tagline) was received by US patent and Trademark Office on October 26, 2012. Registration pending.
Mentoring caregivers. Changing hospitals. Improving the future for newborns and their families.	85/764,737	Class 16 – printed materials Class 41 – educational services	This mark (tagline) was received by US patent and Trademark Office on October 26, 2012. Registration pending.

## Foreign Registrations

### Argentina

<u>Mark</u>	<u>Ser./Reg.</u>	<u>Class</u> <u>Goods/Services</u> <sup>1</sup>	<u>Status</u>
NIDCAP	2,192,564	Class 16 – printed materials	This mark was registered on November 1, 2007.
	2,192,564	Class 41 – educational services	The renewal will be due on 11/1/2017.

### Canada

<u>Mark</u>	<u>Ser./Reg.</u>	<u>Class</u> <u>Goods/Services</u> <sup>1</sup>	<u>Status</u>
NIDCAP	TMA 696449	Class 16 – printed materials	This mark was registered on September 13, 2007.
		Class 41 – educational services	The next renewal will be on September 13, 2022.

### International Registration (under the Madrid Protocol)

<u>Mark</u>	<u>Ser./Reg.</u>	<u>Class</u> <u>Goods/Services</u> <sup>1</sup>	<u>Status</u>
NIDCAP	896009	Class 16 – printed materials	EU, China, Norway, Poland, Romania, Sweden, Portugal – protection granted.
		Class 41 – educational services	Switzerland (subsequent designation recorded 1/6/11) – protection granted 1/4/12)

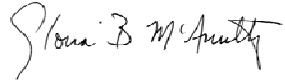
### COPYRIGHTS United States

<u>Title of the Work</u>	<u>Reg. No.</u>	<u>Registration Date</u>	<u>Status</u>
Three Decades of Training and Supporting: NIDCAP	PA 1-701-517	June 4, 2010	Registered
NIDCAP Training Binder		Filed 9/6/2012	Pending

NIDCAP Training Center Development Binder		Filed 9/11/2012	Pending
APIB Training Binder		Filed 9/6/2012	Pending
NIDCAP Nursery Certification Program Manual		Filed 9/7/2012	Pending

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Respectfully submitted,



Chair, Sub-Committee on Intellectual Property



**Report of the Quality Assurance Committee  
Sub-Committee on Specific Training Resources  
Meeting of the Board of Directors, April 27, 2013**

**Chair:** g. Lawhon

**Members:** R. Hedlund, S. Kosta and K. VandenBerg

There has been no activity of the sub-committee on specific training resources.

Respectfully submitted,

gretchen Lawhon, PhD, RN, FAAN  
Chair, Sub-Committee on Specific Training Resources,  
Quality Assurance Committee, NFI

### **QAC Sub-Committee on NFI Certificates Report**

NFI Board Meeting, 26-27 April  
Embassy Suites, Waltham, MA, USA

#### **Certificate Production**

The Committee has worked with the Design and Aesthetics Committee and Agency Orange to redesign the certificates to reflect the NFI's new logo and look. The committee has proposed maintaining Dr. Heidelise Als as a signatory on the certificates in which case some centers will have seven signatories, including:

- a. Trainer(s)/Master Trainer(s);
- b. President of the NFI;
- c. NIDCAP Center Director;
- d. NIDCAP Center Medical Director;
- e. NIDCAP Center Nursing Director;
- f. The overriding person to whom the NIDCAP Center Director reports;
- g. Heidelise Als (NIDCAP Founder)

The new specifications and design will be sent to all Training Centers in May 2013.

An example of the new design is attached.

Respectfully submitted,



Chair, Sub-Committee on NFI Certificates

April 25, 2013



## The National NIDCAP Training Center

*Established 1982*

Certifies That

# *Trainee Name*

Has satisfied the requirements for and is authorized to use the title of

## NIDCAP Professional

*(Newborn Individualized Developmental Care and Assessment Program)*

Hospital Name, Location

Date of Certification

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**Trainer Name/Center Director**

NIDCAP Master Trainer and Director  
National NIDCAP Training Center

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**Heidelise Als, PhD**

NIDCAP Founder  
NIDCAP Federation International

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**gretchen Lawhon, PhD**

President  
NIDCAP Federation International

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**Training Center Medical Director**

Medical Director, National NIDCAP Training Center

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**Training Center Nursing Director**

Nursing Director, National NIDCAP Training Center

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**Training Center Authority**

Psychiatrist-in-Chief  
National NIDCAP Training Center

Mentoring caregivers. Changing hospitals. Improving the future for newborns and their families.





## Report from the Education Sub-Committee April 17th 2013

The Education Sub-committee was installed after the 2011 Trainers meeting with the aim of making education about NIDCAP more accessible. A framework based on Benner's model was used to describe different levels of education between Novice and Expert.

1. In the first year we
  - Surveyed NIDCAP Training Centres about education provided in addition to NIDCAP training.
  - Surveyed NIDCAP Trainers to establish student hours needed for NIDCAP training, with a view to NIDCAP accreditation by universities.
  - Started to define the essential elements of NIDCAP for courses to be NFI approved.
  - Invited suggestions and ideas from NFI members.
  - At the mid-year NFI Board meeting in 2012 it was suggested that the sub-committee consider competencies.
2. At the 2012 NIDCAP trainers meeting this information was presented and followed up with a session led by D. Vittner and I. Warren with group work on:
  - supporting the educators
  - parents as a force for change
  - creating an effective educational task force
  - key elements of NIDCAP education.
3. As a result of this the following action has been taken:
  - A framework for “developmental care competencies” has been drafted by I. Warren and J. Browne. This will be circulated after the NFI Board meeting for review and suggestions for shaping to different educational levels.
  - Negotiations have started with Universities in the UK and USA (I. Warren, J. Browne, D. Vittner) with a view to integrating NIDCAP into University education.
  - Education was the main topic at the March 13<sup>th</sup> 2013 meeting of the EuroNIDCAP Support Network (7 out of 9 NIDCAP Training Centers represented) where the need for education to bridge the gap between the NIDCAP professional and the bedside team and parents was highlighted. Collaborative education projects are in development. Notes of the meeting were circulated to the NFI Board.
  - I. Warren's matrix for classifying educational programmes with a view to grading for endorsement / approval by the NFI has been circulated to the NFI Board and Education Sub-committee members. G. Laadt has responded with suggested alternatives/modifications. This matrix is adaptable to local circumstances; it is not intended to have universal application.
  - An Education Sub-Committee Newsletter was sent out to the NFI membership in December 2012, sharing and inviting news.
  - I. Warren has started a Developmental Care Newsletter. This is popular and is now circulated to all NIDCAP Trainers. g. Lawhon has suggested supplementing the Observer with a similar newsletter with all NIDCAP Centres contributing.

4. Other plans are awaiting completion of the strategic planning exercise, in which D Vittner and J Powlesland have lead on action plans for new education and modifying existing tools.
5. Suspended plans include:
  - Preparing a synopsis for a book about NIDCAP that is suitable for lay readers as well as professionals.
  - Update the NIDCAP training materials into a more attractive and accessible format.
  - Plan for electronic teaching tools e.g. e-book and apps to support NIDCAP education and training (I. Warren exploring with possible collaborator in UK).
  - Draft guidelines for incorporating NIDCAP into simulations (D. Silberstein exploring).
  - Setting up a Task Force to reach consensus on essential elements for eligibility of projects, materials and courses, for NFI endorsement/ approval.
6. Challenges: Although many people have expressed interest in the work of this sub-committee they are not necessarily active participants; clarifying the remit and the operational style of the sub-committee, or whatever takes its place in the re-organisation, could be helpful. As contributions have been predominantly from outside the USA it has been difficult to ascertain the views, needs, interests and wishes of a substantial part of the membership.

Respectfully submitted by

Inga Warren  
Dorothy Vittner



**Interim Report from the Committee of Design and Aesthetics  
Meeting of the Board of Directors  
Boston, Massachusetts, USA  
April 26-27 17, 2013**

Chair: Deborah Buehler, PhD

Members: Sandra Kosta, BA, Inga Warren, MSC, DipCOT, MBAOT

The Committee of Design and Aesthetics has completed the following projects in the first six months of FY 2012-2013:

- ❖ NIDCAP Film (Finalized subtitles in eleven languages for webposting)
- ❖ Holiday NFI E-Card (Emailed to NFI Membership, December 2012)
- ❖ NFI Board Member Candidate Packages (Finalized and distributed to recruitment team)
- ❖ NFI Linked In Company Page
- ❖ NFI Training Certificates (Revised)
- ❖ NFI Brochure Template (Individual Training Centers, Arizona's completed and Connecticut in process)

The following are ongoing NFI projects (in varying stages of development):

- ❖ NNCP Short Film (Re-designed ending and finalizing for distribution)
- ❖ NFI Public Awareness Email Announcements (Waiting for finalization of Strategic Plan)
- ❖ NFI Materials to be distributed to Training Centers (Letterhead, Invoice Template, Document Designs)
- ❖ NFI Stamp
- ❖ NFI Brochure (To be translated into Spanish and French)
- ❖ NNCP Brochure (Under development)
- ❖ Fundraising Booklet (Preliminary text written in collaboration with Fundraising Committee)
- ❖ Website Revision (Contract with Agency Orange under review)
- ❖ Chapter NFI Logo and Newsletter Format (Under development)

Respectfully submitted,

Deborah Buehler, PhD  
Chair of the Committee of Design and Aesthetics  
NIDCAP Federation International



**Communications Committee Report  
Interim Board Meeting of FY 2012-2013  
Waltham, Massachusetts, USA  
26 - 27 April 2013**

Communications Committee: Gloria McNulty (Chair), James Helm, Sandra Kosta & Sub-Committee on Developmental Observer members as listed below.

The Communications Committee reports the following activities and accomplishments since the September 28, 2012 Board of Directors Meeting:

**Website**

The Communications Committee has maintained and updated the website as needed over the past seven months. The Communications Committee with support of the VP for Organizational Advancement has conferenced with The Agency Orange design and web development group to plan for the update and migration of the NFI website. The organization's needs from a web structure perspective (wire frame) were discussed and the committee awaits an updated proposal and draft contract incorporating the ideas.

**Database**

The development of the training database system which had been completed by Planeteria has been piloted by small group of trainers. The incorporation of the database in conjunction with the web re-design is still under discussion.

**NIDCAP Listservs**

The Communications Committee maintained and managed the three GoogleGroups listservs:

- nidcap@googlegroups.com (for NFI Members);
- nfiboard@googlegroups.com (for the Board of Directors); and
- nidcaptrainers@googlegroups.com (for Trainers).

**Developmental Observer, Official Newsletter of the NFI**

Sub-Committee members:

gretchen Lawhon (Chair), Deborah Buehler, Rodd Hedlund, Melissa Johnson, Sandra Kosta, Maria Lopez-Maestro, Jackie McGrath, Debra Paul, and Joke Wielenga

The Sub-Committee reports that the Developmental Observer 2013, Volume 6 Number 1 is currently being reviewed by the editors.

Respectfully submitted,

Chair, Communications Committee

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## **NFI Nominations, Elections and Appointments Committee Report**

Board of Directors Meeting, April 27, 2013  
Waltham, MA, USA

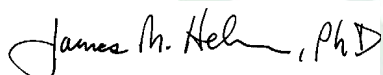
Nomination, Elections and Appointments Committee  
James M. Helm, PhD (Chair)

This committee has had no activities since the Board and NFI Membership Meetings in St. Albans in September 2012.

During the latter half of this year the committee expects to manage the annual elections for the NFI's Board of Directors. In anticipation of these elections the Membership will be informed that the seats currently held by incumbent directors Heidelise Als, Silke Mader, Jacques Sizun and Kathy VandenBerg will be voted upon. Nominating process will be opened this summer.

Further, the committee is prepared to support the appointment process as needed.

Respectfully submitted by the NEA Committee



James M. Helm, PhD

NEA Committee Members: Roger Sheldon, MD, MPH, Kaye Spence, AM, RN, MN, FCN



**Family Committee Report  
Meeting of the Board of Directors, April 2013  
Waltham MA**

Parent Committee: Silke Mader, Mandy Daly

The Parent Committee reports the following activities and accomplishments since the September 2013 Board of Directors Meeting:

**New Committee Member**

In Sept 2012, Mandy Daly joined the Parent Committee. As part of her role as Family Liaison Manager and Advocacy & Policy Making Officer for the Irish Organization, Irish Premature Babies, and her role on the Parent Advisory Board of EFCNI, Mandy has been promoting NIDCAP and educating the parents and families of pre-term infants in Ireland through the mediums of social media and parental support groups. In addition she has been informing her political networks in both Ireland and Europe about her affiliation to the NFI and raising awareness on both platforms. She co-ordinates a social media page for Premie Organizations globally and plans to continue to use this forum to better inform Premie Organizations about the work of the NFI and would hope to see an increase in NFI Membership figures in the next year resulting directly from this group.

**Website**

A review process of the parent website was undertaken before the last Board Meeting in September 2012, the result of which will be provided at a future date by Silke Mader.

**Parent Committee Members:**

We would like to increase the number of family committee members with parents of preterm infants around the world who are in contact with NFI members or want to help us increasing the numbers of NICUs working on NIDCAP.

Respectfully submitted,

Mandy Daly  
Family Committee Representative