



NIDCAP Federation International

nidcap *changing the future for infants in intensive care*

**Annual NFI Membership Meeting
Winston-Salem, North Carolina
October 28, 2008**

Committee Reports

Table of Contents

President's Annual Report.....	1
Fundraising Committee Report.....	7
Communications Committee Report.....	9
Membership Committee Report.....	11
Quality Assurance Committee Report.....	12
Sub-Committee on Intellectual Property Report.....	15
Sub-Committee on Certificates Report.....	18
Products and Services Committee Report.....	19
Program Committee Report.....	21
Nominations, Elections and Appointments Committee Report.....	23



NIDCAP Federation International

changing the future for infants in intensive care

**President's Annual Report to the Membership
For the NFI Board Year 2007-2008
Winston-Salem, NC, USA
28 October 2008**

Members of the Board

H. Als, D. Buehler, J. Helm, S. Kosta, g. Lawhon, G. McAnulty, T. Price-Johnson, R. Sheldon, K. Smith, K. VandenBerg, J. Sizun, V. Youcha

Staff Member: Director of Development and Administration: *D. Wahl*

The report summarizes briefly key events and decisions for the NFI Board Year (NBY) 28 September 2007 - 25 October 2008. The President's Report at the Board Meeting, Rockport, MA USA, 15-16 April 2008, served as interim report, and covered the events of the first six months of the year. The Rapid Minutes of the last Board Meeting of 2006-2007 (Combrit, France 28 September 2007) and the first and second Board Meetings, 2 October 2007 (Combrit, France), and 15-16 April 2008 (Rockport, MA USA), have been adopted by the NFI Board of Directors and are posted on the Member Page of the NIDCAP website. The Minutes of the respective Board Meetings provide specific detail on important NFI decisions made. Two special NFI Board telephone calls, 18 Dec 2007 and 15 January 2008, led to two additional formal votes.

Key decisions and votes in the course of the NFI Board Year (NBY) 2007-2008 pertained to a range of important topics and were as follows:

1. Election of Officers for the NFI Board Year 2007-2008

President: H. Als

Vice President: g. Lawhon

Treasurer: G. McAnulty

Secretary: D. Buehler

Assistant Secretary: S. Kosta

2. Family Board Members

- a. The Board extended the number of Directors of the Board by two Family Board Members, with 3-year terms. One of the first two Family Board Members was to hold an initial two-year term, in order to allow for staggered elections. By the flip of a coin, Ms. The two new Family Board Members, Victoria Youcha, EdD and Tracy Price-Johnson, MA, were unanimously elected to the two new positions. By coin toss, it was determined that Ms. Tracy Price-Johnson holds the initial two-year term. The two new Family Board Members are profiled in the *Developmental Observer*, 2008, Volume 2, Number 2. (Fall Issue) See NIDCAP website.

- b. The Board created a Family Committee chaired by Ms. Price-Johnson with Dr. Youcha as member.

3. Twelfth Board Member

The Board added a twelfth Director to the Board, and appointed Ms. Sandra Kosta to fill that position for a three year period.

4. NIDCAP Nursery Certification Program (NNCP)

- a. The Newborn Intensive Care Nursery at St. Luke's Regional Medical Center, Boise, ID, USA passed all requirements of NFI certification and is entitled to call itself the first NFI certified NIDCAP Nursery.
- b. A second NNCP pilot site visit took place at the Mid-Atlantic NIDCAP Training Center in Camden, N.J. It resulted in further clarification of among others, the time table for call for and review of application materials, training of the site visit team, length, strategy and schedule of a site visit and of formulation of feedback by the site visitors to the site.
- c. The Board approved funding for an additional work meeting of the NNCP Criterion Scale Development Team.
- d. The Board agreed to structure an NNCP Steering Committee (K. Smith, D. Buehler, H. Als, G. McAnulty), an NNCP Finance Sub-Committee (G. McAnulty, S. Kosta, D. Wahl) and an NNCP Marketing Sub-Committee (T. Price-Johnson, K. Smith, and D. Wahl) and an NNCP Products Sub-Committee in support of the development of a comprehensive marketing plan with products such as press releases, a brochure, fundraising packets, letterhead, business cards, and web page (D. Buehler, D. Wahl, S. Kosta and R. Catalano, designer of the Developmental Observer R. Catalano).
- e. The Board discussed postponement of the originally planned third pilot visit until such time that all written documents are finalized including the NIDCAP Nursery Certification Criterion Scales (NNCCS).
- f. Following the third and final pilot site visit the Board decided to launch the NIDCAP Nursery Certification Program with three assessors per site visit.

5. Training and Training Center Certificates and Logos

The Board decided that all NIDCAP Training Centers must use as their identities, and thus display on any printed materials, e.g. certificates and stationery, only the official NFI logo. Training centers may continue to use their hospital and university logo, when referring to these, as applicable, yet must display the official NFI logo prominently as the Training Center's identity.

6. Developmental Observer Senior Editor to Attend the Annual NIDCAP Trainers Meeting

The Board decided that the Senior Editor of the Developmental Observer is required to attend the Annual NIDCAP Trainers Meeting, and as such, the expenses of attending the meeting will be covered by the NFI.

7. Director of Development and Administration, David Wahl

The Board redefined the 0.5 FTE Executive Director Position, held by Ms. Martha Hopewell, who resigned as of 1 December 2007, as a 0.5 FTE position of Director of Development and Administration. The Board filled this position in December 2007 by Mr. David Wahl. He introduced himself to the membership in the Developmental Observer, 2008, Volume 2, Number 1. (Spring Issue).

8. Strategic Plan Development and Adoption

The Board adopted the finalized version of the NFI Five-Year Strategic Plan, which originally had been developed at a special Board Meeting at Seal Cove, Moss Beach, CA, 30-31 January 2007 with Ms. Hopewell's guidance, and targeted the years 2007 – 2011. It was revised and finalized at the Board Meeting in Rockport, MA, 15-16 April 2008, in collaboration with Mr. D. Wahl, and is now the NFI Strategic Plan for the years 2008-2012.

The key decisions, continued topics of strategic planning, the five major five program objectives, and the specific changes of the finalized adopted strategic plan are as follows:

a. Key Decisions Adopted in the Strategic Plan

- (1) Increase in parent involvement
- (2) Development of five to ten new training centers
- (3) NFI NIDCAP-certification of twenty NICUs and
- (4) Discipline-specific NIDCAP adoption and implementation

b. Continued Topics of Strategic Planning

- (1) Development and solidification of a stable funding base
- (2) Launch of the NIDCAP Nursery Certification Program
- (3) Development of a substantive administrative infrastructure in support of the NFI Committees' initiatives and projects.

c. Five Major Program Objectives

- (1) Certify nurseries
- (2) Assure quality of training
- (3) Add training centers
- (4) Increase parent participation
- (5) Disseminate evidence.

d. Specific Changes of the Original Program Objectives

- (1) *Certify 20 NIDCAP Certified Nurseries* was changed to ***Certify, or have in Process Certification of 20 Nurseries.***

(2) *Keep Training Binders Current* was changed to *Assure the Quality and Consistency of NIDCAP Training*. Under specific goals the production of an APIB video was added.

(3) *Add Five to Twelve NIDCAP Training Centers* was changed to *Add Three to Five NIDCAP Training Centers*.

(4) Under *Increase NIDCAP Parent Participation in the NFI* the total number of family members to be reached by 2012 was reduced from 200 to **50**; and the Advocacy Group was eliminated.

(5) The three Operational Objectives were reprioritized to appear the following order:

- 1) **Strengthen Marketing**
- 2) **Expand Staff**
- 3) **Grow the Board of Directors.**

(6) Specific changes within the **Operational Objectives** include:

- 1) Under *Strengthen Marketing and Fundraising* the goal of obtaining 50 new Professional Members each year was increased to **100 Professional Members**.
- 2) Under *Expand Staff and Obtain Office*—The **ED, the Fundraiser, and the Marketing Consultant** positions now listed as half time positions will move to **full time**. The positions were re-prioritized to place the Nursery Certification Program Coordinator ahead of the Marketing **Consultant**.

9. Training Center Developments

a. Changes in Trainer and Training Center Commitments: Celeste Maguire, RN, PhD director and trainer at the former Dutch NIDCAP Training Center, Leiden, The Netherlands requested to move into inactive status. The lack of hospital leadership and financial support forced Dr. Maguire to close the Dutch NIDCAP Training Center, Leiden and seek appointment at another institution. (Documentation on file with the NFI)

b. One newly approved NIDCAP Trainer-in-Training at a to be developed NIDCAP Training Centers: The NFI approved the development of a new trainer, namely Natascia Bertoncelli PT, and the development of a new NIDCAP Training Center, at Modena University Hospital in Modena, Italy with Agneta Kleberg, RN PhD as Master Trainer. (Documentation on file with the NFI)

c. One newly approved APIB Trainer-in-Training at a certified NIDCAP Training Center: The NFI approved the development of a new APIB trainer, namely Dr. Joy Browne, NIDCAP Master Trainer, with Dr. Deborah Buehler as APIB Master Trainer-in Training with Dr. H. Als, as Senior APIB Master Trainer. (Documentation on file with the NFI)

d. New Affiliation of an Established NIDCAP and APIB Training Center: The NFI approved the closing of the West Coast NIDCAP and APIB Training Center at Mills College, Oakland CA, and the re-opening of the West Coast NIDCAP and APIB Training Center at the University of California San Francisco Medical School, Department of Neonatology. Dr. K. Vandenberg serves as the newly affiliated Center's Director, Dr. D. Buehler as the Center's Associate Director. (Documentation on file with the NFI)

10. NFI Committee Work: The eleven currently established NFI committees have been exceedingly productive over the last year. Each Committee will report on its work in the course of the last year. The current Committees and their respective Committee Chairs are as follows:

- (1) **Nominations Elections and Appointment** (Helm/Sheldon)
- (2) **Finance** (McAnulty)
- (3) **Fund Raising** (Vandenberg)
- (4) **Nursery Certification** (Smith)
Steering Committee (Smith, Buehler, Als, and McAnulty)
- (5) **Membership** (Helm)
- (6) **Products and Services** (Lawhon)
- (7) **Program** (Lawhon)
- (8) **Quality Assurance** (Als)
Subcommittees: a. Intellectual Property Protection (McAnulty)
b. Certificates (Kosta)
- (9) **Communication** (McAnulty)
Subcommittees: a. Website (Kosta)
b. Database (Helm)
- (10) **Family** (Price-Johnson)
- (11) **Marketing** (Members: Price-Johnson, Smith, Wahl)

11. Fifteen Votes Cast at the Final NFI Board of Directors Meeting for NBY 2007-2008, Winston-Salem, NC, Friday, 24 October 2008.

Upon motion duly made, seconded and carried it was unanimously Voted: **To elect the slate of officers for the next year as presented: H. Als, President; g. Lawhon, Vice President; G. McAnulty, Treasurer, D. Buehler, Secretary; S. Kosta, Assistant Secretary.**

Upon motion duly made, seconded and carried it was unanimously Voted: **To accept the President's Report with changes as discussed.**

Changes:

- a. To reflect that the NNCP learned much and realized its workload through both the first pilot site visit as well as the second pilot site visit;
- b. Change Mid-Atlantic NIDCAP Training Center to The Children's Regional Hospital at Cooper University Hospital;
- c. Pg. 4: Change "nine established NFI committees" to "eleven...".
- d. To eliminate the NNCP subcommittees of Finance, Marketing, and Products, and instead define the NNCP as an NFI priority for the NFI Finance, the NFI Marketing and the NFI Products and Services Committees.

Upon motion duly made, seconded and carried it was unanimously Voted: **To accept the Director of Development and Administration Report as presented.**

Upon motion duly made, seconded and carried it was unanimously Voted: **To approve the proposed budget for fiscal year 2008-2009.**

Upon motion duly made, seconded and carried it was unanimously Voted: **To accept the Fundraising Committee Report.**

Upon motion duly made, seconded and carried it was unanimously Voted: **To accept the Membership Committee Report as presented.**

Upon motion duly made, seconded and carried it was unanimously Voted: **To accept the Nominations, Elections and Appointments Committee Report as presented.**

Upon motion duly made, seconded and carried it was unanimously Voted: **To accept the Sub-Committee on Intellectual Property Report as presented.**

Upon motion duly made, seconded and carried it was carried it was by majority Voted: **To accept the NFI Certificates Sub-Committee Report as presented.**

Upon motion duly made, seconded and carried it was unanimously Voted: **To change the position of Director of Development and Administration to that of Executive Director.**

Upon motion duly made, seconded and carried it was unanimously Voted: **To accept the NIDCAP Nursery Certification Program report with changes as specified.**

Upon motion duly made, seconded and carried it was unanimously Voted: **To accept the Products and Services Committee Report as presented.**

Upon motion duly made, seconded and carried it was unanimously Voted: **To accept the Program Committee Report as presented.**


Upon motion duly made, seconded and carried it was unanimously Voted: **To accept the Quality Assurance Committee Report as presented.**

Upon motion duly made, seconded and carried it was unanimously Voted: **To accept the Communications Committee report as presented.**

Upon motion duly made, seconded and carried it was unanimously Voted: **To change the nidcap@googlegroups listserv to an 'NFI Members Only' listserv and give the authority to the Communications Committee to make the change and notify those who are non-members.**

The President invites discussion, questions, comments, and suggestions by the Membership of the NFI to any of the topics raised, or to any other topic germane to the NFI's work. The President wishes to thank the Membership for its continued confidence and trust.

The President herewith respectfully submits the Annual President's Report for NBY 2007-2008 to the NFI Membership on this Day, Tuesday, the 28th Day of October in the Year 2008.

Signature: 

Heidelise Als, Ph.D.
President, NFI

Date: 28 October 2008



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Report from the Chair of the Fundraising Committee NFI End of Year Report – October 2008

Presented to the NFI Board of Directors & the Membership
Meeting at Graylyn Conference Center, October 24th and 28th, 2008

Fundraising Committee Members:

VandenBerg, K. Chair; Youcha, V., Board Member (on leave), Wahl, D., Director of Development and Administration

The Fundraising Committee submits the following activities and accomplishments:

Completed Grant Applications

1. Bella Vista Foundation: A 2007 Final Report was sent in January 2008 and a new proposal for funding for 2008. We received a grant of \$28,500 in May 2008. The amount was reduced, as expected, from the previous year.
2. Pritzker Foundation: A new proposal for \$50,000 was submitted in January 2008 and funded in June 2008. \$30,000 has been received and the balance of \$20,000 must be matched by new funds.
3. A.L. Mailman Foundation: A new proposal was submitted in January 2008 and approved for \$50,000. Funding will be received in the fall 2008 and early winter 2009.
4. Ronald McDonald House Charities (RMHC): Invited a LOI but declined to move forward to a proposal – indicated it was too soon after a previous submission was declined. Indicated continued interest in what we are doing.

LOIs Submitted:

1. Doris Duke Charitable Foundation for \$75,000 per year over 3 years (\$225,000). Submitted May 27th, still under review.
2. Commonwealth Fund for \$25-50,000 (guidance requested). Submitted October 10th.
3. H.J. Heinz Company Foundation – suggested by Heinz Endowment - for \$25-50,000. Submitted October 10th.

4. Arthur Vining Davis for \$100-200,000. Submitted October 13th.
5. TJX Foundation for \$25,000. Submitted October 10th.
6. Heinz Endowments for \$50,000. Expected submission October 21st.
7. W.K. Kellogg Foundation in progress for late October or early November submission.

Additional LOIs by End of Calendar Year

1. Child Health Foundation
2. Kirlin Charitable Foundation
3. CIGNA Foundation
4. Bill and Melinda Gates Foundation

Please See Foundation Grant Planning Grid

Future Goals of Fundraising Committee

- Continue to increase and broaden grant activities.
- Secure continuing support where possible.
- Create a Fundraising Packet for members of the Board and NFI to approach donors, friends of NIDCAP, etc. (Coordinate with website content.)
- Create Power Pt. presentation (10 slides) for Board/NFI members. (Coordinate with website content.)

This report of the Fundraising Committee is submitted to the Board of Directors for review and approval on October 24, 2008.

Respectfully submitted,

Kathy VandenBerg, Ph.D.
Chair, NFI Fundraising Committee

David Wahl
Director of Development and Administration



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NFI Communications Committee Report

**NFI Board Meeting, October 24, 2008 & NFI Membership Meeting, October 28, 2008
Winston-Salem, NC USA**

Communications Committee: Gloria McAnulty (Chair), Jim Helm, Sandra Kosta

The Communications Committee reports the following activities and accomplishments since the October 2, 2007 Board of Directors Meeting:

Maintenance of the NFI Web Site

The committee has updated and maintained the web site as follows:

- The “NIDCAP Centers” page was updated to reflect the opening of two new centers and the closing of one center;
- The latest edition of the Developmental Observer was posted;
- The revised Program Guide was posted;
- The NFI’s new PO Box number and phone number have been posted;
- New membership forms containing updated address information were posted.
- Committee descriptions were collected from each Committee Chair for posting.

Update on New Web Site

- The committee obtained bids from three website design companies;
- Chose *Planeteria, Inc.* and signed contract for a two phase redesign of website:
 - Phase I – *Planeteria* will redesign the website with a cutting edge look and feel and color scheme; build a custom content management system tool that will allow the committee members to update sections of the website themselves thus allowing for more timely updating of documents as well as offering a cost-savings; build an online donation database where donor names will be automatically stored in a database for easy reporting.
 - Phase II includes two parts – Part 1: *Planeteria, Inc.* will design and build a centralized and secure web-based database to track and report NIDCAP and APIB training. The new database will allow designated users from each center to enter their respective center’s data as well as to generate reports from the database. All existing training data will be exported to the new database.
Part 2: *Planeteria, Inc.* will build an online membership database. All membership application forms will be redesigned as web-based forms and all information entered will be exported to and stored in a database for easy reporting; build an event registration system customization that will allow an interface with a third party vendor that will manage online trainers meeting registration.
- The NFI hired *Planeteria, Inc* to host and maintain the website.
- The current webmaster has been informed of the plan to design a new site and transfer hosting and maintenance to a different company.
- The new site is expected to launch within the next three months.

Maintenance of the NIDCAP Listservs

The three googlegroups listservs—NIDCAP Professionals: nidcap@googlegroups.com; Board of Directors: nfiboard@googlegroups.com; and Trainers: nidcaptrainers@googlegroups.com were updated as needed to include all new members.


Status of Training Database

The training database has been updated to include last year's training accomplishments and this year's data will be entered within the next month. The committee is working out a plan for verifying the accuracy of the archival data. Once that is cleaned up all the data will be exported to the new web-based database to be accessible from the NFI website.

Goals for the Next Six Months

- Complete Phase I of web site redesign;
- Transfer web hosting and maintenance from *Onyons, Inc* to *Planeteria, Inc*.
- Launch new site;
- Begin Phase II of web site improvements;
- Finish cleaning the old training data and merge with new data.

Respectfully submitted,



Gloria McNulty, PhD
Chair, Communications Committee



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NFI Membership Committee Report

NFI Board Meeting, October 24, 2008 & NFI Membership Meeting, October 28, 2008
Winston-Salem, NC USA
(amended 1-11-09)

Membership Committee: Jim Helm (Chair), Roger Sheldon

The Membership Committee reports the following activities and accomplishments since the April 2008 Board of Directors' meeting.

Eleven members approved between October meeting in France and April meeting in Massachusetts: Professional Members – 7, Student Members – 1. Family Members – 3

Members approved since April's meetings in Rockport, MA:

Professional Members

Juzer Tyebkhan, MD – applied – Working with J. Browne
Rebecca Bell, RN – applied – Supported by J. Helm

Family Members

Laura Johnson – applied, former premature baby, current medical student and daughter of M. Johnson

Student Members

Beverley Hicks, OT – with Inga Warren
Candace Smothers, RN – with Laurie Mouradian
Ann Flynn – with Nikk Conneman - applications not yet complete
Susan Vaughan – with Nikk Conneman - applications not yet complete

Current Membership: 115

- 97 Professional Members
- 8 Student Members
- 6 Family Members
- 4 Emeritus Members
- Note: since Oct. 2008 Meeting the Membership Committee has approved an additional 9 individuals for membership (5 Professional and 4 Student Members) who are not included in the totals reported above

Goals for 2008

- Develop website "For Members" pages for Professional & Family Mem.
- Develop simplified system for invoicing and record keeping
- Develop listing of Membership for the website
- Continue to develop the Membership

Respectfully submitted,
James M. Helm, PhD

(Amended Jan. 11, 2009)



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Report of the Committee on Quality Assurance (QAC)

Chair: H. Als

Members: g. Lawhon; S. Kosta, G. McAnulty

1. Quality Assurance of Training (H. Als)

a. QAT-I and QAT-CINAP: Two new Policies for the assurance to govern the following situations: 1. Policies QAT-I #001-020 govern Inactive Status, i.e. the event that a NIDCAP or APIB Professional at any level (NIDCAP/APIB Professional in Training, NIDCAP/APIB Professional, NIDCAP/APIB Trainer-in-Training, NIDCAP/APIB Trainer, NIDCAP/APIB Master Trainer-in-Training, NIDCAP/APIB Master Trainer, NIDCAP/APIB Senior Master Trainer-in-Training, NIDCAP/APIB Senior Master Trainer) interrupts, puts on hold or fails to make progress, in their current role. 2. Policy QAT-CINAP governs the Certification of Inaugural Professionals at any of the above specified levels. Policies QAT-I #001-020 and QAT-CINAP are appended to this report.

b. Training Binders: The issue of central production of Binders for new trainees at varying levels and for the establishment of Centers remains a QAC goal. With the development of future additional funding resources, this may become a reality. At this time each Center is required to furnish respective trainees with a hard copy of the respective complete Binder.

c. Updated Training Materials: Three documents from the **NIDCAP Training Binder** have been revised and updated. They have been substituted on the website for the originally presented versions. All NIDCAP Trainers and Trainers-in-Training have the responsibility, from this day forward, to discard the original documents, substitute them with the updated documents, and furnish their current active trainees with the updated documents. All NIDCAP Training Center Directors, Trainers and Trainers-in-Training shortly will receive an electronic reminder to this effect from the NFI Assistant Secretary Ms. Sandra Kosta. Questions should be directed to Ms. Kosta.

The documents are as follows: **NIDCAP Training Binder / II. Training Session Materials/**

(1) C. Profile of the Nursery Environment and Care Components

(2) E. NIDCAP Example

(3) I. Guidelines/2. Guidelines and Suggestions for NIDCAP Trainees, NIDCAP Professionals, NIDCAP Trainers-in-Training, NIDCAP Trainers and Master Trainers, as well as Center Directors

These three documents are provided as attachments to this report.

d. Standardized Training Materials for NIDCAP and APIB Use: Only the approved version of the NIDCAP Naturalistic Observation Sheet may be used. It must be downloaded from the web and printed on a high quality printer. Use of Xerox copies is not permitted. Doing so presents an NFI copyright infringement. The APIB score sheets must be ordered from **The Allied Group** (detail available on the web). APIB score sheets may not be xeroxed, nor may they be downloaded from the score sheets presented as part of the APIB Manual. Both such practices present copyright infringements. Trainers must lead by professional example and must enforce adherence to the NFI copyright laws. Versions in languages other than English await further work.

The search for a reliable source of the standardized APIB administration material **‘Happy Apple’** continues, as does the identification of readily available attractive and suitable standard pouches for the APIB testing materials.

e. Quality Assurance of Training Materials in Different Languages and Subsequent Web-Posting: Resources for the development and finalization of standardized recording and score sheets in languages other than English, for the production, verification and web posting of NIDCAP and APIB training materials contained in the Training Binders, as well as of key documents i.e. the QATs in **Spanish, French, Dutch, Swedish, German, Italian and Norwegian** as well as several other languages are key requirements of an international organization. When funding permits, these should be address and prioritized in a timely manner.

f. APIB Manual Revision and Publication; APIB Training Materials: Revision of the APIB Manual continues to be of urgent importance. Similarly, audio-visual training materials must be created for the APIB training and use. Funding channels for both these undertakings should be identified with some priority.

2. Training Updates (H. Als)

a. APIB Training:

(1) APIB Workday Training was successfully accomplished by Ms. Karen Smith, (St. Luke’s Regional Medical Center, Boise, ID USA), APIB Trainer-in-Training (APIB Master Trainer, H. Als). The APIB trainees are Ms. Unni Tomren and Ms. Liv Ellen Helseth at Ålesund Hospital, Ålesund, Norway.

(2) Further APIB Training work is scheduled for November 2008 at the Scandinavian NIDCAP Training Center. Dr. Agneta Kleberg is expected to initiate training as APIB Trainer-in-Training; Ms Ann Sofi Gustafsson is expected to be certified as APIB Professional, and Ms Gillian Kennedy is the prospective recipient of APIB introductory training, to be conducted by Dr. A. Kleberg. H. Als is the designated APIB Master Trainer. (Application documentation on file with the NFI).

b. NIDCAP Training:

(1) Heidelberg/Germany: Professor Johannes Poeschl, MD has assumed the responsibilities of the Otwin Linderkamp, MD, who resigned from his position. The Heidelberg NIDCAP group consists of a neonatologist Christina Huppertz, MD a specialized Children’s Nurse, Sophia Frey, RN and a Senior Nurse Administrator in a leadership position, Ms. Doris Verveur, RN BSN.

Two of the Trainees are at the initiation of their Advanced Practica. The Heidelberg group continues to strive to develop the first German NIDCAP Training Center.

(2) Tübingen/Germany: The Tübingen group has suspended all training efforts with resignation from the hospital of Martina Jotzo, PhD (psychologist) and Petra Regnat, RN BSN (Senior Nurse). At this point no further training is planned in Tübingen.

All other new developments that involved formal acceptance of training related applications and/or terminations may be found in the President's Report to the Board.

2. Sub-Committee on the Protection of NFI Intellectual Property G. McAnulty

(See separate report)

3. Sub-Committee on the Standardization of Certificates S. Kosta

(See separate report)

The Chair of the Quality Assurance Committee (QAC) herewith respectfully submits the QAC-Report to the Members of the NFI on this Day, Tuesday, the 28th Day of October in the Year 2008.

Signature: 

Date: 28 October 2008

Heidelise Als, Ph.D.

Chair, Quality Assurance Committee, NFI

Attachments (Five Handouts)

A. NFI Policies

1. Inactive Status QAT-I #001-020

2. Certification of Inaugural NIDCAP and APIB Professionals QAT-CINAP

B. NIDCAP Training Binder / II. Training Session Materials/

1. C. Profile of the Nursery Environment and Care Components

2. E. NIDCAP Example

3. I. Guidelines / 2. Guidelines and Suggestions for NIDCAP Trainees, NIDCAP Professionals, NIDCAP Trainers-in-Training, NIDCAP Trainers and Master Trainers, as well as Center Directors



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**NFI Sub-Committee on Intellectual Property
Report to:**

**NIDCAP Federation International Board of Directors
&
Membership of the NIDCAP Federation International**

Winston-Salem, North Carolina USA
October 2008

Chair: Gloria McAnulty

The Sub-Committee on Intellectual Property in collaboration with Renee Sanft of Nutter McClennen & Fish LLP reports the following activities and accomplishments:

The statuses of the registration of the trademark, logo, word mark (NIDCAP) and certification mark are indicated below. The word mark NIDCAP is registered in two categories:
Class 16 - Printed instructional and teaching materials in the field of newborn care and assessment.

Class 41 - Educational and training services, namely, training in observation and assessment of newborn behavior in the field of newborn health care.




The registration process has been completed in the United States for trademark, logo and word mark. In terms of the Certification Mark, 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.

Internationally, the word mark (NIDCAP) has achieved registration status in both Class 16 and Class 41 in Canada, Argentina and the Madrid Protocol countries (the European Union, Romania, Poland, Portugal, Norway and China).

The registration in Sweden is under review. The registration was initially rejected by the Swedish Trademark Authority in February 2008. The ruling stated that the word/mark NIDCAP is a generic term and is therefore "*un-registerable per se*" a legal ruling that protects against bad faith registration of images or terms in general usage, those not specific to the entity seeking trademark protection. This ruling was based on the fact that there are so many hits on the Internet when searched via e.g. Google in which the "sender" of the message is not unambiguously always the NIDCAP Federation in the examiner's opinion. Our legal counsel suggested that the ruling was incorrect and that we have a fair chance of overcoming the objection with argumentation. The case has been assigned a new examiner and the case is pending

NIDCAP Federation International, Inc.
TRADEMARKS (as of October, 2008)

United States

<u>Mark</u>	<u>Ser./Reg.</u>	<u>Class Goods/Services</u>¹	<u>Status</u>
	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.
	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.
	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. Next renewal due on 12/28/2009.

Argentina

¹ 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.

<u>Mark</u>	<u>Ser./Reg.</u>	<u>Class Goods/Services</u>	<u>Status</u>
NIDCAP	2,192,564	Class 16 – printed materials	This mark was registered on November 1, 2007. The renewal will be due on 11/1/2017.
NIDCAP	2,192,563	Class 41 – educational services	This mark was registered on November 1, 2007. The renewal will be due on 11/1/2017.

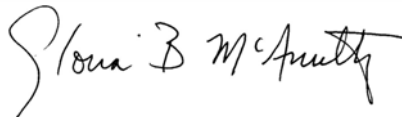
Canada

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

International Registration – Madrid Protocol

<u>Mark</u>	<u>Ser./Reg.</u>	<u>Class Goods/Services¹</u>	<u>Status</u>
NIDCAP	896009	Class 16 – printed materials Class 41- educational services	EU – protection granted. Romania – granted Poland – granted Portugal –protection granted. Declaration of Intent to Use due by 8/8/2011. Norway – protection granted. <i>Sweden – pending.</i> China – protection granted.

Respectfully submitted,



Gloria McNulty, PhD
Chair, Sub Committee on Intellectual Property



NIDCAP Federation International

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Sub Committee on NFI Certificates Report

**Board of Directors' Meeting October 24, 2008 & Membership Meeting, October 28, 2008
Winston-Salem, NC**

Certificate Production and Approval Status

NIDCAP Professional certificate production and approval has been slower than anticipated because of incompatibility between printers and the *Lucida Calligraphy* font. Many centers produced certificates that appeared to be correct in their electronic form but when printed were not correct as their printer did not recognize and therefore could not produce the correct font. Often this was not noticed until the hard copy certificates were mailed to the National NIDCAP Training Center's office, thus causing a delay in the approval process. Although the font style is now uniform across centers, there exists great variability in the teal font color of each center's certificate. The certificates have been approved as they are since the only other resolution is to centralize the production of the certificates.

The status of the NIDCAP Professional Certificates as of October 2008 is as follows:

Centers with Approved Certificates (Total: 9)

Carolina NIDCAP Training Center
St. Luke's NIDCAP Training Center
Mid-Atlantic NIDCAP Center
French NIDCAP Center, Brest
West Coast NIDCAP and ABIP Training Center
The NIDCAP Training Center at Connecticut Children's Medical Center
Sophia NIDCAP Training Center, Rotterdam, The Netherlands
Scandinavian NIDCAP Center, Lund and Stockholm, Sweden
NIDCAP Training and Research Center at Cincinnati Children's

Centers with Certificates Undergoing Approval (Total: 5)

National NIDCAP Training Center
Colorado NIDCAP Center (may meet final approval before the next board meeting)
The Brussels NIDCAP Training Center
Centro Latinoamericano NIDCAP (may meet final approval before the next board meeting)
Sooner NIDCAP Training Center (may meet final approval before the next board meeting)

Centers with No Submissions Yet (Total: 2)

UK NIDCAP Training Centre at St. Mary's
University of Illinois Medical Center at Chicago (UIMCC) NIDCAP Training Center

Some NIDCAP Master trainers have begun to produce their *NIDCAP Trainer* certificates.

Respectfully submitted,
Sandra Kosta
Chair, Sub-Committee on NFI Certificates

October 24 & 28, 2008



NIDCAP Federation International

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Annual NFI Membership Meeting
Winston-Salem, NC USA
28 October 2008

Report of the Products and Services Committee

Chair: g. Lawhon

Members: D. Buehler; R. Hedlund; S. Kosta; K. VandenBerg; D. Vittner; D. Wahl

Required Readings Update

The sub-committee on required readings and reference library has culled hundreds of articles for review and consideration as potential NIDCAP required readings. In addition all NIDCAP trainers have been surveyed as to their individual training centers supplemental reading requirements. The committee now presents a worksheet to the members of the Board to provide their own opinions as to the currently recognized and potential additions to the NIDCAP required readings list. Our plan is to then review all the feedback provided by December 2008. Simultaneously we have created and collected pdf versions of each required reading. By January 1, 2009 the Revised NIDCAP readings list should be finalized and approved by the Quality Assurance Committee. Each NIDCAP center will then be provided an electronic version of the newly revised NIDCAP required readings list.

In terms of the APIB required readings list we have fully evaluated and find it to be complete following the addition of an article in 2006. We have been making significant progress in obtaining a pdf version of each reading including the Prechtel and Casaer readings. The electronic version of the APIB required readings will be available and distributed with the revised NIDCAP required readings on January 1, 2009.

1. NIDCAP Reference Library

The sub-committee on required readings and reference library has been gathering NIDCAP relevant articles for addition to the previously distributed NIDCAP reference library. Every effort is being made to work toward an electronic version of each article. We will continue to work toward the updating of this resource.

2. Newsletter Update

Volume 2 Issue 2 of the Developmental Observer is cooling off the press and if it has not yet arrived at your address then it will be there upon your return from this meeting. We have been going through a reorganization of our writers and have experienced a partial turnover. Our mailing list has been stabilized at approximately 500 in addition to our Board members and contributors. We have a session at this year's trainers meeting to gather the feedback from our readers and solicit their participation in future issues.

The next issue of the Developmental Observer will be printed in December for a January delivery. In the future we will be avoiding the effort to get a newsletter issue out over the summer and immediately prior to the annual NIDCAP trainers meeting. The issues should be delivered in the months of January and July.

3. Summary of NIDCAP and APIB Training

The collection of training data and the establishment of a NIDCAP and APIB training registry has been transferred from this committee to the Quality Assurance committee.

The Chair of the Products and Services Committee herewith respectfully submits this report to the Members of the Board of the NFI for their review and acceptance on this Day, Tuesday, the 28th Day of October in the Year 2008.

Signature: _____
gretchen Lawhon, RN, PhD
Chair, Products and Services Committee, NFI

Date: 28 October 2008



NIDCAP Federation International

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**Annual NFI Membership Meeting
Winston-Salem, NC USA
28 October 2008**

Report of the Program Committee

Chair: g. Lawhon

Members: H. Als; D. Ballweg; J. Helm; S. Kosta; L. Mouradian; J. Sizun; and B. Westrup

1. 19th Annual NIDCAP Trainers Meeting

- ⊙ Theme is “Skin to Skin: Earliest Relationship, Trust, Security, and the Developing Self
- ⊙ Accomplishments and Overview of Training Efforts – this is now organized into established training centers which will report on their work with both NIDCAP centers in development and prospective NIDCAP centers
- ⊙ Membership Meeting of the NIDCAP Federation International – this is being held on the Tuesday morning to try and prevent the usual early migration
- ⊙ Dr. Nils Bergman and Dr. Graciela Basso to give scientific presentations
- ⊙ Work Session: “Developing the Security for Skin to Skin Holding”
- ⊙ Work Session: “Experiencing the Advanced Practicum”
- ⊙ Research/Implementation Presentations – held Saturday afternoon which will make a long day but hopefully initiate lots of good discussion for the remainder of the meeting
- ⊙ NIDCAP Nursery Certification – Monday afternoon to ensure more energy than on the last morning
- ⊙ Sunday networking lunch prior to our relaxing afternoon
- ⊙ Monday afternoon will have a session for the Developmental Observer
- ⊙ Monday evening poster session reception

2. Preliminary agenda for 20th NIDCAP Trainers meeting in Chicago October 3 - 6, 2009

The proposed theme is: “Reflection: Our Vision for Individualized Developmental Care”. Dr. Linda Gilkerson has been invited to give a scientific presentation. It is hoped that Dr. Als would provide her vision for individualized developmental care within the context of her professional evolution with a preface by Dr. Browne on the power of one individual’s vision. The work sessions may address the power of the past, present and future of the NIDCAP work. It may be possible to plan for some simultaneous committee work throughout the meeting if desired.

3. Preliminary ideas for future meetings

- ⊙ Sleep as a theme with a Scientific Brain Presentation on aspects such as neurophysiology, maturation, interaction with environment, and the concern for adequate sleep for infants, parents, and staff
- ⊙ Continuity of the NIDCAP work and the IBAIP
- ⊙ Third World Countries and Needs/Opportunities for NIDCAP
- ⊙ Mental Health Issues Including Family Members and Healthcare Providers

The Chair of the Program Committee herewith respectfully submits this report to the Members of the Board of the NFI for their review and acceptance on this Day, Tuesday, the 28th Day of October in the Year 2008.

Signature: _____
gretchen Lawhon, RN, PhD
Chair, Program Committee, NFI

Date: 28 October 2008



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NFI Nominations, Elections and Appointments Committee Report

**NFI Board Meeting, October 24, 2008 & NFI Membership Meeting, October 28, 2008
Winston-Salem, NC**

Nominations Committee

Jim Helm (Chair), Roger Sheldon

Report successful recruitment for the Board of two new Directors:

Vicky Youcha, Ed.D. (for an initial 2-year term)
Tracy Price-Johnson, M.A. (for an initial 3-year term)

Appointments were made and accepted December 18, 2007.

At the September 28, 2007 NFI Board of Directors Meeting in Combrit, France these two director positions were “designated as Family Representatives on the Board”.

Anticipated for October 2008 Board Meetings:

- Conduct annual election of Board Officers

Anticipated for October 2008 Membership Meeting:

- Conduct election for two Board positions

Respectfully submitted,

James M. Helm, PhD
Chair