



NIDCAP Federation International
changing the future for infants in intensive care

Annual NFI Membership Meeting
Combrit, Brittany, France
September 29, 2007

Committee Reports

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**President's Annual Report to the Membership
For the NFI Board Year 2006-2007
Annual Membership Meeting, Combrit, France
29 September 2007**

Members of the Board:

H. Als; D. Buehler; J. Helm; g. Lawhon; G. McAnulty; K. Smith; K. VandenBerg; B. Westrup; R. Sheldon

Staff Members:

Executive Director: *M. Hopewell*

Assistant Secretary: *S. Kosta*

The report summarizes briefly key events and decisions for the NFI Board Year (NBY) 26 October 2006 to 29 September 2007. The Minutes of the Board Meeting, 15-16 May 2007, to be adopted at the 1st Board Meeting of the NBY 2007-2008, will be posted on the Member Page of the NIDCAP website. The Minutes will provide specific detail on important NFI decisions made, and provide the Board approved synthesis of such information. The Addendum to the Membership Report here presented summarizes the key decisions made at yesterday's Board Meeting, the final Board Meeting of the NBY 2006-2007.

1. Strategic Plan Development

The Board met for a two-day Strategic Planning Retreat (Tuesday, 30 January 2007 and Wednesday, 31 January 2007) at Seal Cove, Moss Beach, CA. The meeting was led by Ms. Martha Hopewell, NFI Executive Director (ED); Dr. Mary Hiland, former NFI-ED, served as Consultant. Review of the strategic priorities set three years ago at the last NFI Board Strategic Planning Meeting, showed that of the five top priorities four were achieved well or at least in part. These include:

1. Establishment of NIDCAP as a Brand;
2. Development of a stable funding base;
3. Certification of five master trainers and five new training centers;
4. Establishment of a functional, user-friendly database and method of communication.

The one goal not achieved is the initiation of a multi-center research trial on the effectiveness of NIDCAP in Europe and the US; this goal has been postponed as a top priority goal of the Board.

Accomplishments that went beyond the originally set goals include:

1. Successful launch of an NFI newsletter;
2. Standardization of all NFI training and center establishment certificates;
3. Hiring of a 20 hour per week Executive Director;

4. Development of an NFI committee structure with major projects
5. Development and production of the NIDCAP pins;
6. Establishment of monthly Board conference calls.
7. Establishment of monthly meetings of President, ED and Treasurer.

Thus, the NFI has been very productive and successful in the last three years.

Key decisions adopted at the Strategic Planning Meeting, include the following:

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

Continued topics of strategic planning have included the development and solidification of a stable funding base; the launching of the NIDCAP Nursery Certification Program, and the development of a substantive administrative infrastructure in support of the NFI Committees' initiatives and projects.

Votes cast were as follows:

- 1. Upon motion, duly made, seconded and carried, it was unanimously
Voted: To add two parent members to the Board. (NOTE: Wording has now been changed to Family instead of Parent)**
- 2. Upon motion, duly made, seconded and carried, it was unanimously
Voted: To give the Editorial Board of the Developmental Observer (DO) the authority to proceed with the DO according to their best judgment.**
- 3. Upon motion, duly made, seconded and carried, it was unanimously
Voted: To approve travel and expense funding for the NIDCAP Nursery Certification Program (NNCP) Criteria meeting.**
- 4. Upon motion, duly made, seconded and carried, it was
Voted: To approve a 0.5 FTE (with benefits) National NIDCAP Training Center administrative assistant for NFI-related work.**

Further review, discussion, and prioritizing of the strategic plan developed has occurred in the context of the monthly Board Telephone Conference calls and the monthly meetings of the NFI ED, the President, and the Treasurer. Decided upon as NFI top priority was the establishment of a stable and increasingly financial base, which in turn will make feasible the accomplishment of the other priorities developed. Finalization and adoption of the a revised prioritized NFI Five-year Strategic Plan was accomplished at the Friday Board Meeting, September 28, 2007. See Addendum.

2. Change in Executive Directorship

Ms. Martha Hopewell, who has served the NFI for three years as part-time Executive Director, expressed her desire to reduce her commitment to the NFI from 20 hours a week to maximally 20 hours a month in the course of the interim period until such time that the Board has identified and hired a successor. At this time the Board's Search Committee (H. Als, J. Helm, S. Kosta, G. McAnulty, and K. Vandenberg) is actively engaged in the search for a


Director of Development and Administration, a position title, deemed suitable for the tasks and needs at hand. A job description and job listing has been posted on Craig's List, Monster.com, and Opportunityknocks.com. The NFI Membership is encouraged to assist in the identification and referral of appropriate candidates for the Position. The Board hopes to fill the position before the end of the Calendar Year, depending on the quality of the applications received.

4. NFI Committee Work: The nine 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 respective Committee Chairs are,

1. Appointment, Elections, and Nominations (Helm/Sheldon)
2. Finance (McAnulty)
3. Fund Raising (Vandenberg)
4. Nursery Certification (Smith)
5. Membership (Helm)
6. Products and Services (Lawhon)
7. Program (Lawhon)
8. Quality Assurance (Als)
Subcommittees: a. Intellectual Property Protection (McAnulty)
b. Certificates (Kosta) and
9. Communication (McAnulty)
Subcommittees: a. Website (Kosta)
b. Database (Helm)

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

The President herewith respectfully submits the Annual President's Report for NBY 2006-2007 to the NFI Membership on this Day, Saturday, the 29th Day of September in the Year 2007.

Signature: 
Heidelise Als, Ph.D.
President, NFI

Date: 29 September 2007

Addendum to President's Report to the NFI Membership, 29 Sep 2007 Combrit France

Votes cast at the Final NFI Board of Directors Meeting for NBY 2006-2007

Upon motion duly made, seconded and carried it was unanimously Voted: That 'rapid-turn around' minutes that include all voted-upon decisions and any to-do items will be produced within three weeks of a Board Meeting and the Board will review and accept them prior to being posted on the web site.

Upon motion duly made, seconded and carried it was unanimously Voted: that the Board operate under the guidelines that the NFI President may make motions and vote at Board Decisions.

Upon motion duly made, seconded and carried it was unanimously Voted: To accept the slate of officers for the 2007-2008 fiscal year presented as follows: H. Als, President, g. Lawhon, Vice President, G. McAnulty, Treasurer, D. Buehler, Secretary, and S. Kosta, Assistant Secretary.

Upon motion duly made, seconded and carried it was unanimously Voted: That the two Board Directors previously added and approved at the January Board Meeting as Parent Members, be permanently designated as Family Representatives on the Board. (*Family* is defined in the Membership Policy)

Upon motion duly made, seconded and carried it was unanimously Voted: That the President's Report be adopted with an amendment that includes the Trainer Status of Anna Karin Asp and Erin Ross.

Upon motion duly made, seconded and carried it was unanimously Voted: To formally accept the Strategic Plan as modified per the Board's discussions, with the detailed implementation plans to follow at a later date.

Upon motion duly made, seconded and carried it was unanimously Voted: To approve the Financial Report with the addition of the cut off date specified.

Upon motion duly made, seconded and carried it was unanimously Voted: To approve the proposed budget for Fiscal Year 2008.

Upon motion duly made, seconded and carried it was unanimously Voted: That the Board allow the Fundraising Committee to investigate the possibility of hiring M. Wachs for a fundraising effort and that the Fundraising Committee present the Board with a proposal for her work.

Upon motion duly made, seconded and carried it was unanimously Voted: To accept Bonni Moyer, MSPT as a second Trainer in Training at St. Joseph's Hospital and Medical Center in Phoenix, Arizona.

Upon motion duly made, seconded and carried it was unanimously Voted: That the Arizona center will be informed of the decision that Deborah Buehler, PhD has agreed to be Bonni Moyer's APIB Trainer, and that the decision as to who will take on the role of Bonni Moyer's Master Trainer will be forthcoming from the Board



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**Report from Chair, Fundraising Committee Report
May, 2007-September, 2007**

**Presented to the NFI Board of Directors,
Combrit, France, September 28, 2007**

Fundraising Committee Members

VandenBerg, K. (Chair), Hopewell, M.

The Fundraising Committee submits the following activities and accomplishments:

1. **Submission of Letters of Inquiry:** The following Letters of Inquiry are being prepared for submission to:

- The Josiah Macy Jr. Foundation
- W.K. Kellogg Foundation
- Ronald McDonald House (due to hear back any time)

A Letter of Inquiry was submitted to Ambrose Monell Foundation, which was not responded to, indicating that our Letter of Inquiry was not accepted.

2. **Submission of Proposal:** Upon acceptance of the above letters of Inquiry, proposals will be developed and submitted.

The Ronald McDonald House Proposal hopefully will be due in December '07, if our Letter of Inquiry (sent in August) is accepted.

3. **Current Grant Status:**

-The Bella Vista Foundation: We have received funding from Bella Vista for this year (\$40,000.00). We have a promise for one more year of funding for an unspecified amount of less than \$40,000.00.

-The Pritzker Early Childhood Foundation: We are funded for this year from Pritzker and our next request for additional funding will be due in February, 2008.

-The A.L. Mailman Foundation, Inc. A year-end report is due to AL Mailman by January 31, 2008. To request the next year of funding, we must submit a full proposal by January 15, 2008 for the next year of funding to begin June, 2008. We have not spent the first year of funding from this Foundation and may be required to "roll over" the unspent money into the first six months of 2008.

4. **Annual Letter of Appeal:** The Annual Letter of Appeal will be sent out by October 31, 2007. The target of any money collected will be preparation of an APIB Manual and Video for training.
5. **Donations:** Donations have reached \$51,710.00 from 18 individuals including 5 Board members and one NIDCAP Trainer.

Future Goals of the Fundraising Committee

1. Ongoing identification of appropriate foundation support.
2. Facilitate hiring a Director of Development (Fundraising).

Respectfully Submitted,

Kathleen A. VandenBerg PhD.
Chair, NFI Fundraising Committee



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NFI Communications Committee Report NFI Board and Membership Meetings Combrit, France, September 28 & 29, 2007

Communications Committee

Gloria McAnulty (Chair), Sandra Kosta, Jim Helm

The Communications Committee reports the following activities and accomplishments:

1. Changes to the Website:

- All the training materials were posted to the “Member Services” page in a downloadable format and organized in the same outline format as in the three training binders.
- All Quality Assurance Documents were added to the “Member Services” Page.
- The “Become a Member” page was redesigned to reflect the changes in membership categories. Information about Family Membership is now available online.
- The Developmental Observer was made available online with a link on the homepage.

2. Maintenance of the NFI website:

Regular maintenance and updates occurred as follows:

- The “NIDCAP Centers” page was updated as centers were closed or established;
- Modifications to the “Home” page were made to accommodate the Developmental Observer;
- Membership Policies were updated on the “Member Services” Page;
- Minutes from the NFI meetings were posted once approved by the Board;
- The “Trainers Meeting” page was created for this year’s meeting and was updated regularly;
- Consultations and review with Web Master occurred throughout the year.

3. Development of three NIDCAP listservs for NFI:

- For NIDCAP professionals <http://groups.google.com/group/nidcap>. Email address is nidcap@googlegroups.com (118 members)
 - For NFI Board Members <http://groups.google.com/group/nfiboard>. Email address is NFIboard@googlegroups.com (12 members)
 - For NIDCAP Trainers <http://groups.google.com/group/nidcaptrainers>. Email address is nidcaptrainers@googlegroups.com (42 members)
- 300 messages were exchanged and archived

4. Goals for the upcoming year

- To develop a website survey to be sent to all NFI members in order to gather information on user frequency and suggestions for improvements.

- To work with the Membership Committee to design additional pages for families that would include links, reprints and other helpful information.

5. Development of Database

A preliminary database has been developed with Excel and moved into Access. The database currently has >582 entries but is not yet complete.

- See handout for examples

Current Activities with the data set include:

- Cleaning data
- Developing several standard reports
- Finalizing the data form
- Adding to data (SAPTA, old files, missing Centers)

Next Steps

- Developing entry process for centers to add new data
- Developing process for placing on the web and being accessible to training centers

Respectfully submitted,

Gloria McAnulty, PhD, James M. Helm, PhD & Sandra Kosta
Communications Committee



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NFI Membership Committee Report

NFI Board and Membership Meetings Combrit, France, September 28 & 29, 2007

Membership Committee: Jim Helm (Chair), Roger Sheldon, Bjorn Westrup

The Membership Committee reports the following activities and accomplishments over the last year.

1. Membership opportunities expanded - approved in May 2007
 - a. Professional Members (NIDCAP Student Members)
 - i. Same criteria as before with Members and Student Members
 - b. Family Members
 - i. Family Membership is open to any parent or extended family member who supports the mission and goals of the NFI and who has an infant who is or was admitted to an intensive care nursery.
 - ii. To be a member one must apply and be accepted by the NFI Board of Directors., and pay annual membership dues (currently \$50).
2. Web page and forms were modified to accommodate new categories
3. Membership Policy was adjusted to include changes in Membership and posted on the web.
4. As of June 11, 2007
 - a. 97 Members (up from 51 in Oct. 2006)
 - i. 88 Professional Members
 - ii. 5 NIDCAP Student Members
 - iii. 3 Emeritus Members
 - iv. 1 Family Member – but only available since Sept. 2007
 - b. Fees were questioned by members nominated in the summer and several were deferred for new year
 - c. 20 Members with outstanding or deferred dues.
5. Goals for 2007-2008
 - a. Develop webpage with information and links for Families in coordination with Communication Committee
 - b. Consider separate “For Members” pages for Professional and Family Members
 - c. Consider more vigilant watch on dues
 - d. Consider change of pass words
 - e. Develop the Membership

Respectfully submitted, James M. Helm, Ph.D., Chair, NFI Membership Committee



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Meeting of the Board of Directors
Combrit, France
28 September 2007

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. QATs: With the decision to post the QATs as part of the FAQs, the QAT Titles have been revised and are appended to this report for the Board's approval. G. Lawhon's report on the QATs in the Developmental Observer is also expected to draw attention to the QATs importance. Nevertheless, it is to be expected that some applicants to the various levels of NFI certification may require additional explanations, especially when languages other than English are involved. Trainers and Master Trainers are encouraged to familiarize themselves thoroughly with the QATs, in order to refer and guide their trainees to the appropriate QATs in preparation of their application materials to the Quality Assurance Committee. This will facilitate greatly the work of Quality Assurance Committee.

b. Training Binders: The issue of central production of Binders for new trainees at varying levels and for the establishment of Centers remains a goal for the NFI. With the development of future additional funding resources, this may be come a possibility.

c. Standardized Training Materials NIDCAP and APIB and Use: Standardized NIDCAP and APIB observation recording and score sheets respectively are finalized as far as the English language versions are concerned. Only the approved version of the NIDCAP sheet may be used. It must be downloaded from the web and printed on a high quality printer. Xerox copies are not acceptable. Trainers must set a professional example and enforce appropriate professional habits in their trainees. The APIB score sheets are available and must be ordered from **The Allied Group**, (detail available on the web) as the Web Membership Page states. APIB score sheets may not be xeroxed, nor should they be downloaded from the score sheets presented as part of the APIB Manual. This presents a copyright violation. Trainers are encouraged to lead by professional example and utilize professional standards. 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.

d. 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 in the near future are key requirements of an international organization, which the Board may wish to address and prioritize in a timely manner.

e. APIB Manual Revision and Publication; APIB Training Materials: Revision of the APIB Manual continues to be of urgent importance. Resources that might translate into freeing up time for the APIB's first author (QAC Chair) might need to be developed. Similarly, audio-visual training materials should 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) Since the last Board Meeting in May, two person achieved APIB reliability, Ms. Delphine Druart, at Le Centre Hospitalier Universitaire Saint-Pierre (CHU Saint Pierre), Brussels, Belgium, and by Ms. Linda Lacina, RN, MSN at Cincinnati Children's Hospital, Cincinnati, OH USA (Trainer H.Als; Training-Facilitator and APIB Trainer-in-Training: g. Lawhon).

(2) APIB Introduction 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.

(3) Further APIB Training Certifications will soon be accomplished at the Scandinavian NIDCAP Training Center, with Agneta Kleberg, PhD as APIB Trainer-in-Training, Ann Sofi Gustafsson as APIB professional, and Pia Lundqvist receiving APIB introductory training.

b. NIDCAP Training: (1) The application process for Ms. Gillian Kennedy, London, UK, and Ms. Pia Lundqvist, Lund, Sweden has been completed and both were accepted to NIDCAP Trainer-in Training status. Ms. Kleberg will serve as their Master Trainer.

(2) The NIDCAP Training Center at Connecticut Children's Medical Center, Hartford Connecticut opened in early 2007. Ms. Dorothy Vittner and Ann Milanese, MD are Center Co-Directors. Ms. Dorothy Vittner serves as the new Center's trainer. The Program Guide shows the Center's additional members and their roles. H. Als, PhD served as the Master Trainer in the establishment of the NIDCAP Training Center at Connecticut Children's Medical Center,

(3) A second new NIDCAP Training Center opened since the last Board Meeting. In September 2007, the Cincinnati Children's Hospital Medical Center NIDCAP Training Center met certification requirements Patricia Bondurant, MN, RN, CNS is the new Center's Director, Tammy Casper, RN and Linda Lacina, RN are the newly certified Trainers, and Mike Karbowski, MBA is the Training Center's Business Director. Dr. gretchen Lawhon served as the Center's Master Trainer with H. Als, PhD as the APIB Master Trainer.

(4) The NIDCAP Training Center at C.H.U. Saint-Pierre (Le Centre Hospitalier Universitaire Saint-Pierre) is expected to be opened soon, with Ms. Delphine Druart as NIDCAP Trainer. Dominique Haumont, MD is the NICU's Medical Director and likely director of the NIDCP Training Center. Agneta Kleberg, PhD serves as NIDCAP Master Trainer and Deborah Buehler, PhD as the center's APIB Master Trainer.

(5) Heidelberg/Germany: Professor Otwin Linderkamp, the key senior developmental neonatology voice in Germany has resigned from his position and is in retirement at this point, due to severe illness. The Heidelberg NIDCAP group is moving forward with the next visit by H. Als, PhD is scheduled for the spring/summer 2008.

(6) Tübingen/Germany: The Tübingen group is moving forward in their NIDCAP training and their long range plans to develop a NIDCAP Training Center. One of their leadership staff members, Martina Jotzo, PhD (psychologist) is attending this year's NIDCAP Trainers Meeting for the first time. The next visit by H. Als, PhD is scheduled for the spring/summer 2008.

(7) Aurora Sinai Samaritan Medical Center, Milwaukee, WI: Ms. Laura Robison, Director and Trainer, NIDCAP Training Center at Aurora Sinai Samaritan Medical Center, Milwaukee, WI has informed Martha Hopewell in her capacity as NFI ED of her decision to resign/retire from the Hospital and Training Center for family reasons. Lack of medical leadership and financial support at the Center have been a longstanding challenge and began with the reorganization of the hospital with Aurora taking over the hospital and an outside private group of neonatologists working under contract in the NICU. As many of you know, Ms. Robison and the NIDCAP Center at Sinai Samaritan Medical Center, Milwaukee, WI for many years were in the lead of training and teaching in the NIDCAP model. Dale Nees, the business and financial manager of the NICU and later of a larger administrative entity was a strong proponent of NIDCAP and of Laura Robison and her excellent work. We will all miss Laura, who is taking officially a sabbatical as NIDCAP Trainer and at this point is planning to identify and develop a NIDCAP Training Center in the future in another setting. As Chair of the QAC, I herewith propose that the NIDCAP Training Center at Aurora Sinai Samaritan Medical Center, Milwaukee, WI be considered closed, and that Ms. Laura Robison be listed as NIDCAP Trainer on Sabbatical, and therewith inactive. I suggest that she be alleviated of the responsibility to pay individual membership dues and therewith forgoes her rights to vote. I suggest that the Board discuss the issue of other membership privileges, and of the designation, Laura Robison may use in referring to her status as Trainer. Suggestions might include: NIDCAP Trainer on Sabbatical; Former NIDCAP Trainer. **Attachment 1** shows Laura Robison's email to Martha Hopewell, NFI ED. From 1 June 2007

(8) Taichung Veteran's Hospital, Taichung Taiwan: Chao-Huei Chen, MD requested (with heavy heart) to be removed from the list of Prospective NIDCAP Training Centers. The financial and staffing issues at her hospital are enormous, so that neither she nor Ho-Mei Chen, the NIDCAP-trained nurse and developmental nurse at the NICU have enough time to continue with their training. They are very much engaged and active in spreading information about developmental care and NIDCAP in their hospital and in their country and continue to make changes on behalf of infants and families. Becoming a Training Center continues as their dream, yet at this point is not a realizable goal. Ginny Laadt, PhD visited Taiwan and presented at a conference on Breast Feeding where Chao-Huei and Ho-Mei also presented. They had a wonderful time together. **Attachment 2** shows Chao-Huei Chen's letter and a few images from the conference that Chao-Huei sent.

Interest for NIDCAP training and information is growing in China and in Japan. Dr. Lawhon introduced the Shanghai Fudan University Children's Hospital NICU team to NIDCAP at her nursery last June. Dr. Als visited the NICU and the team together with Linda Gilkerson, PhD, in April 2007, and found great receptivity, lack of resources, and great hardship. Drs. Als and Lawhon visited Tokyo in July 2007 and taught a two-day NIDCAP introductory workshop, in conjunction with attendance and presentations at the Japanese Neonatal and Perinatal Society Meetings. The developmental leaders in Japan, Noriko Moriguchi (nurse), Shohei Oghi, PhD PT, and Tomitaro Akiyama, MD PT (Prof Emeritus) are the most likely persons to spearhead the effort to set up a training center. The most likely NICU is Women's College Hospital NICU in Tokyo, with Prof Hiroshi Nishida, MD and his world-wide movement to foster 'Warm-Heartedness'.

c. New Application for Acceptance as NIDCAP-Trainer-in-Training: Ms. Bonni Moyer, MSPT, at St. Joseph's Hospital in Phoenix AZ has applied to the QAT to be considered for acceptance as NIDCAP Trainer-in-Training. She would be the second Trainer-in- Training at St. Joseph's Hospital, which has been accepted as Training Center in Development. Deborah Buehler is currently working with Marla Wood, RN to become a trainer. **Attachment 3** shows the application materials for Bonni Moyer, MSPT are attached to this report for the Board's review and decision. The Quality Assurance Committee recommends Ms. Moyer's acceptance, and suggests that Deborah Buehler, PhD be her Master Trainer.


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 Board of the NFI for their review and acceptance on this Day, Tuesday, the 15th Day of May in the Year 2007.

Signature: 
Heidelise Als, Ph.D.

Date: 28 September 2007

Chair, Quality Assurance Committee, NFI





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**Quality Assurance Committee
 Report from Chair,
 Sub-Committee on Intellectual Property Protection (G. McNulty)**

**Meetings of the Board of Directors and Membership
 Combrit, France, September 28 & 29, 2007**


The following represents a report on the status of the trademark application for the name NIDCAP (service mark), NIDCAP logo (design mark) and NIDCAP Certification mark in the United States, Canada, Argentina and the countries represented by the Madrid protocol as of September 2007. These filings were made through the NFI legal counsel, Nutter, McClellan and Fish, LLP.

United States

<u>Mark</u>	<u>Ser./Reg.</u>	<u>Class Goods/Services¹</u>	<u>Status</u>
	78/971,225	Class 16 – printed materials	This application has been Allowed. We filed the Statement of Use 8/10/07. Once the Statement of Use is accepted the mark will register.
	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.

United States (continued)

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>
	77/027,876	IA- Certification mark for individuals	This application was published at the US Patent & Trademark Office (PTO) on 7/10/07 for opposition and the opposition period expired without incident. PTO will issue a Notice of Allowance at which time NFI will file Statement of Use and Certification Standards to complete the application.
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

<u>Mark</u>	<u>Ser./Reg.</u>	<u>Class Goods/Services</u>	<u>Status</u>
NIDCAP	2700452 2700453	Class 16 – printed materials Class 41 – educational services	This application has been published. No oppositions were filed. The next step is examination and official search. We will not hear anything further for about 14 months.

Canada

<u>Mark</u>	<u>Ser./Reg.</u>	<u>Class Goods/Services</u>	<u>Status</u>
NIDCAP	1312223	Class 16 (Wares) – printed materials Class 41 (Services)- educational services	This application has been allowed. We anticipate receiving the registration certificate in the next couple of months.

International Registration – Madrid Protocol

International Registration (filed under the Madrid Protocol) All of the foreign associates with the exception of China have responded.

<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 – pending, examination expected 10/2007. Poland – pending Portugal – protection granted Norway – protection granted. Sweden – pending, examination expected 12/2007.



NIDCAP Federation International
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NFI Certificates Sub Committee (QAC) Report

NIDCAP Professional Certificate Status (as of September 2007)

Centers with Approved Certificates (Total: 9)

Carolina NIDCAP Training Center

St. Luke's NIDCAP Training Center

Mid-Atlantic NIDCAP Center

French NIDCAP Center, Brest

The Dutch NIDCAP Training Center of Leiden, The Netherlands

Centro Latinoamericano NIDCAP Otamendi

West Coast NIDCAP Training Center

The NIDCAP Training Center at Connecticut Children's Medical Center

Sophia NIDCAP Training Center, Rotterdam, The Netherlands

Centers with Certificates Undergoing Approval (Total: 2)

National NIDCAP Training Center

Scandinavian NIDCAP Center, Lund and Stockholm, Sweden

Centers with No Submissions Yet (Total: 4)

Sooner NIDCAP Training Center

Colorado NIDCAP Center

UK NIDCAP Training Centre at St. Mary's

University of Illinois Medical Center at Chicago (UIMCC) NIDCAP Training Center



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Report of the Committee on Products and Services

**Meetings of the Board of Directors and Membership
Combrit, France, September 28 & 29, 2007**

Chair: g. Lawhon

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

1. Summary Report of Current NIDCAP and APIB Training

We continue to work closely with Jim Helm as he establishes the data base for all NIDCAP and APIB training. We will evaluate whether it is necessary to collect additional data on all current training efforts.

2. Required Readings Update

Despite the ground work for this project being initiated and in progress for the past two years there has been little progress on this project in the past year. This project had to be given lower priority with the newsletter and has been dormant this past year. We have collected all previously required and recommended articles and are attempting to get as many as possible in a pdf format. Now that the newsletter has been established this project will be given higher priority with the goal to have the revision completed prior to next year's trainers meeting. We would appreciate any volunteers who are interested in working on this project especially if skilled in scanning older documents to create the needed pdf files.

3. NIDCAP Reference Library

Similarly to the required readings project, this endeavor took a lower priority and has not progressed in the past year. It will be worked on during this coming year and requires the same type of work and skills as the required readings project. The bulk of this work will consist of scanning documents to create the pdf files needed. If interested in assisting please contact the chair of this committee.

4. Newsletter Update

With the accomplishment of our 2007 Vol. 1 Issue 2 Developmental Observer we have learned a great deal and developed a good system for the ongoing maintenance of the NFI newsletter. We have added our text editor Sandra Kosta who provides the most incredible minute detail to our editing process to our team of editors who include Rodd Hedlund, Deborah Buehler and gretchen Lawhon. We would like to have some discussion regarding

the costs of working with our designer versus obtaining the software and continuing on own. The plan has been to no longer supply complimentary newsletters and to have it sent primarily to our NFI members and those who subscribe to the newsletter on an individual or unit basis. The Developmental Observer will remain available on our NIDCAP internet site.

The columns of each newsletter will be:

- 🕒 NIDCAP training centers from around the world
- 🕒 Message from the NFI president
- 🕒 a feature article without any specific assigned focus
- 🕒 NIDCAP profile which can be on any individual related to our NIDCAP work
- 🕒 Family voices – from the family’s perspective
- 🕒 Supporting families – from the professional perspective
- 🕒 NIDCAP reflections
- 🕒 NFI training developments
- 🕒 Current developmental research
- 🕒 Developmental resources
- 🕒 Letters to the editors

Our current individuals who have taken responsibly for getting the content for each column are now halfway through their two year commitment. If anyone is interested in participating in the newsletter please let the Senior Editor know.

We will review the financial aspects of the newsletter with the assistance of our Executive Director.

5. Other Products

There are many ideas for additional NFI products in addition to the NFI pins and the NFI gifts we have received at past NIDCAP trainers meetings but there has not been further organization and planning for making these type of items available.

There has been a need expressed to create an NFI poster that would be able to be exhibited at various professional meetings but the work to accomplish this has not yet been done.

The Chair of the Products and Services Committee herewith respectfully submits the Products and Services Report to the Members of the Board of the NFI on Friday, the 28 Day of September and to the Members of the NFI on Saturday, the 29 Day of September in the Year 2007.

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

Date: 24 September 2007



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Report of the Program Committee

**Meetings of the Board of Directors and Membership
Combrit, France, September 28 & 29, 2007**

Chair: g. Lawhon

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

1. 18th Annual NIDCAP Trainers Meeting Program Development

- ② Greeting and Mutual Introductions
- ② Accomplishments and Overview of Training Efforts
- ② Accomplishments of Training Centers in Development
- ② Developments at Prospective Training Centers
- ② Membership Meeting of the NIDCAP Federation International
- ② Reflective Session
- ② “Consciousness, Pain and Development in the Newborn”
- ② “Pain, Stress and Developmental Care”
- ② Work Session: “Evaluating Sensitive Management of Difficult/Distressing/Painful Procedures”
- ② Work Session: “Three Faces of Pain: Inflicting, Observing and Experiencing Pain”
- ② Celebration of Implementing NIDCAP in the NICU
- ② The Difficult to Calm Baby: Redefining Care Practices
- ② A Model for Translating Evidence into Practice: Newborn Pain
- ② Impact of Developmental Care on Oxygen Consumption in Preterm Neonates
- ② Neurobehavioral Assessment of Kangaroo Care (Skin-to-Skin) Effects on Reaction to Pain in Preterm Infants: A Randomized, Controlled Within-Subject Trial
- ② A Trauma-Preventive Psychological Intervention for Parents of Premature Infants: Method and Evaluation
- ② Home Based Weaning From the Feeding Tube
- ② Long Term Painless Venous Access Route with an Umbilical Silicone Venous Catheter
- ② Impact of NIDCAP and Non-Aggressive Ventilatory Strategy on Stabilization and Outcome of Extremely Prematurely Born Infants
- ② NIDCAP Nursery Certification
- ② Summary and Reflection on Understanding Pain, Stress and Comfort in the Developing Newborn
- ② Group Discussion and Evaluation of the 18th Annual NIDCAP Trainers Meeting, Content and Format
- ② Plans for Program Content and Meeting Format for the Years 2008, 2009, and 2010
- ② Preview of the 19th Annual Trainer's Meeting in 2008

☺ Acknowledgments and Elk Ceremony

This year we have added an evaluation component for the annual NFI Membership meeting and have responded to the request for a certificate of attendance to be provided to each meeting participant. There has been a more formalized abstract review team of three individuals including B. Westrup, L. Mouradian and D. Ballweg.

2. Preliminary 19th Annual NIDCAP Trainers Program

- ☺ October 18 – 21, 2008
- ☺ Do we want to follow through on the idea of research poster presentations?
- ☺ We should continue to limit the abstracts to 10 presentations
- ☺ Do we want to follow through on the idea of structured networking lunch sessions?
- ☺ Need to decide on the main theme with the possible topics of:
 - Skin-to-Skin Holding and NIDCAP
 - Touch and Emotional Connectedness (Skin as the Interface of Care)
 - Third World Countries and Needs/Opportunities for NIDCAP

3. Preliminary 20th Annual NIDCAP Trainers Program

The committee is open to and in need of any suggestions and ideas.

The Chair of the Program Committee herewith respectfully submits the Program Committee Report to the Members of the Board of the NFI on Friday, the 28 Day of September and to the Members of the NFI on Saturday, the 29 Day of September in the Year 2007.

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

Date: 24 September 2007



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**NIDCAP Nursery Certification Committee Report
Combrit France**

NFI Board and Membership Meetings
September 28th and 29th 2007

NNC Committee members: K. Smith (Chair), D. Buehler, H. Als, R. Sheldon, g. Lawhon, J. Helm.

The accomplishments during the past calendar year include the completion the NIDCAP Nursery Certification Criterion Scales into a working document for the pilot process. The first pilot site will be St. Luke's in Boise, Idaho. This site visit will take place October 22, 23 and 24. A three day site visit and review is planned. This will also be a training session for the reviewers. The application of the Criterion Scales will take place for the first time for the review team. This will allow the team to assess the applicability of the criterion and practicality for use in the NICU, SCN settings.

The process of the visit and team review will be implemented and critiqued in preparation for the second site visit the Cooper University Hospital in Camden, New Jersey. This site visit is planned for December 10, 11 and 12. The dates for the third pilot site at WAKE Med in Raleigh, North Carolina have not been set.

The site self-assessment as well as supplementary materials submitted by the site will be reviewed by the team and discussed. The pilot review team will then continue their assessment with a site tour. Agenda of the visit will include time for meeting with nursery leadership and staff. Interaction with families and individual staff members will be factored into the site review process. A debriefing with the site leadership of the experience will also be part of the pilot site visit.

The pilot site visit will be both a trial of the criterion scales, their application and the review process. Time for discussion and feedback by the review team are planned as part of the pilot phase process. This will allow for adjustments in the pilot and implementation phases of the NIDCAP Nursery Certification process. Between the first and second site visit review and adjustment of the visit agenda and work plan will take place.

There will be a report to the NFI Board after the initial pilot site. The board will provide input and suggestions in addition to the review teams report. This will provide for modifications to the process, agenda, and review at the second pilot site. The Criterion Scales are extensive and hopefully reflect the character of a NIDCAP developmental nursery. A process of fine-tuning of the criteria will take place as we moved forward with the NIDCAP Nursery Certification process.

Respectfully Submitted, Karen M. Smith (Chair)



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**Meetings of the Board of Directors and Membership
Combrit, France, September 28 & 29, 2007**

Nominations Committee

Jim Helm (Chair), Roger Sheldon

1. Slate of officers for 2007-2008 the NFI Board of Directors
 - President Heidelberg Als, PhD
 - Vice-President gretchen Lawhon, RN, PhD
 - Secretary Deborah Buehler, PhD
 - Treasurer Gloria McAnulty, PhD
 - Asst- Secretary Sandra Kosta, BA
2. Continue with annual elections of officers
3. Oversee annual election by the Membership of members to the Board of Directors
4. Pursuing potential appointments to the Board of Directors

Respectfully submitted,

James M. Helm, PhD
Chair, Nominations Committee