



**NIDCAP Federation International**  
nidcap changing the future for infants in intensive care

**Mid-Year NFI Board of Directors Meeting  
Rockport, Massachusetts, USA  
April 22-23, 2009**

**Committee Reports**

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# NIDCAP Federation International

changing the future for infants in intensive care

## President's Report to the Board NFI Board Meeting, Rockport, MA 22 - 23 April 2009

### Members of the Board:

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

### Staff Members:

Executive Director, D. Wahl

The report summarizes briefly key events and decisions of the NFI Board from 28 October 2008 – 22 April 2009. The Minutes (rapid version) of the Board Meetings of 24 and 28 October 2008, Winston-Salem, NC were adopted at the Board Call on January and the Minutes of the January 2009 Board Call will be adopted at this meeting as will be the full text Minutes from the Winston-Salem Board Meetings and the Membership Meeting. The rapid Minutes will then be posted on the NFI web. (Discussion re posting the full text Minutes may resolve any remaining questions whether to post these also on the web.)

**1. Monthly Board Telephone Calls:** Monthly Board telephone conferences continue to provide a vehicle for successful Board communication and conduct of Board business.

**2. Global Economic Downturn and NFI Funding:** As all not-for profit organizations the NFI experiences increased difficulty with fund raising. The Report of the Fund Raising Committee will address the current NFI status.

**3. Votes Cast:** The only vote cast since the last Board Meeting on 28 October 2008 was to adopt the rapid Minutes of the Winston Salem Board and Membership Meeting Minutes. This occurred in the course of the Board telephone conference call on December 16, 2008.

The vote was as follows:

**Upon motion duly made, seconded and carried it was unanimously VOTED: To adopt the October 24 and 28, 2008 Rapid Minutes of the Winston-Salem, North Carolina Board Meetings as presented and the Membership Meeting (October 28, 2008) with the following clarification added: *Following the Membership Meeting, the topic of requiring NIDCAP trainees to become Student Members was discussed further by the Board. As of this time, a decision has not been reached. The Board will revisit the topic at the next Board Meeting and if it is decided to institute such a requirement a formal policy will be announced.***


**4. NFI Committee Work:** The nine of the eleven currently established NFI Committees have continued to work assiduously on their respective tasks and challenges. The most recently established NFI Committee have experienced a delay in their work: The Family Committee

headed by Tracy Price Johnson, M. Ed., with Vicky Youcha, PhD as member experienced prolonged illness of its Chair and an extended leave of absence of its one and only member, due to a serious family illness. Both the se situations are now resolved and the Board looks forward to the Family's Committee renewed energy and productivity. The Marketing Committee was established; however a Chair remains to be identified as well as members and the scope of the Committee's activities remains to be identified. Each Committee will report on its work in the course of the last six months. The current Committees and respective Committee Chairs are:

1. Finance (McAnulty)
2. Fund Raising (VandenBerg)
3. Products and Services (Lawhon)
4. Program (Lawhon)
5. Quality Assurance (Als)
  - Subcommittees: a. Intellectual Property Protection (McAnulty)
  - b. Certificates (Kosta)
6. Membership (Helm)
7. Nomination, Elections, and Appointments (Helm/Sheldon)
8. Communications (McAnulty)
  - Subcommittees: a. Website (Kosta)
  - b. Database (Helm)
9. NIDCAP Nursery Certification Program Committee (Smith)
10. Family Committee (Price-Johnson)
11. Marketing Committee (Chair to be established)

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 thanks the Board for its continued confidence and trust.

The President herewith respectfully submits the interim President's Report for October 2008 – April 2009 to the Members of the Board on this Day, Wednesday, the 22 Day of April in the Year 2009.

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

Date: 22 April 2009



# NIDCAP Federation International

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## **Report from the Executive Director Mid-Year Report**

### **Presented for the NFI Board of Directors Meeting Rockport, MA, April 22-23, 2009**

Major aspects of the work of the Executive Director are included in the reports of the Treasurer and the Fundraising Committee. In summary, however, the following have been major areas of focus during the past six months.

- Secured continued funding from Bella Vista, Mailman and Pritzker and explored the possibilities of extended funding until other foundations recover their ability and willingness to assume new projects. Many foundations are struggling simply to meet obligations already in place. Mailman, for example, seriously considered withdrawing support as part of retrenchment strategies – we have been able to convince them not to do so. Pritzker may entertain ongoing funding and has already exceeded its normal funding duration.
- Conducted extensive additional foundation research and began to identify networks, philanthropic partnerships, etc. that could be utilized to advantage. Significantly expanded outreach to potential new funding sources. The strategy is to educate and cultivate until timing is better.
- Continued to develop new iterations of letters of inquiry, proposals and collateral materials for use in fundraising.
- Continued to refine accounting and variance analysis – greater consistency, more information.
- Worked with the Treasurer to reassess organizational operating budget and program budgets to ensure that they represent current priorities and activities, and addressed the issue of sustainability.
- Communicated refined goals, timelines and outcomes to funders where necessary.

All of the above serve to strengthen the organization and its position in approaching foundations and other sources for support. We are better positioned to articulate with confidence: who we are; what makes us unique; how our vision, mission and strategic initiatives relate to the interests of specific foundations; that our administrative house is in order and we are able to sustain our activities; and, what we can do and promise within a specified period of time.

This in turn enhances our organizational integrity and promotes positive recognition and appreciation by the philanthropic community, longer-term relationships, and advocates.

Respectfully submitted,  
David M. Wahl



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## Report from the Chair of the Fundraising Committee Mid-Year Report – April 2009

Presented to the NFI Board of Directors  
Meeting at Emerson Inn By The Sea, Rockport, MA April 22-23, 2009

### Fundraising Committee Members:

*K. VandenBerg, (Chair); V. Youcha; and, D. Wahl.*

The Fundraising Committee submits the following activities and accomplishments:

### Continuing Support

1. Bella Vista Foundation: A 2008 Final Report relating to the May 2008 grant of \$28,500 was submitted in January 2009 with a new proposal for funding for 2009. The amount of the new grant will not exceed \$10,000 since we have exceeded the normal three-year funding period, but Bella Vista has indicated a willingness to continue modest support. Dr. VandenBerg recently met with Mary Gregory to review NFI activities and progress.
2. Pritzker Foundation: A report was submitted for the 2008 grant of \$50,000 in January 2009 and a new proposal for \$50,000 was submitted in February 2009. Pritzker has been a stalwart supporter and has agreed to continue funding beyond their typical three-year limit. This is driven both by a keen interest in our work as well as a recognition of the difficulty in attracting new funding during a period when foundation investment returns are at an all time low and few are assuming new funding obligations. Pritzker is pleased with our progress in membership growth, broader fundraising activities, and organizational development, but has some suggestions in terms of marketing NFI to health care decision-makers. Prospects for additional funding are good.
3. A.L. Mailman Foundation: A new proposal was submitted in January 2008 and approved for \$50,000. Funding was originally scheduled fall 2008 and early winter/spring 2009 but was delayed due to decreased funding streams and a change in foundation staff. We have negotiated full funding of their \$50,000 commitment to begin in the spring of 2009.

### **New Funding Initiatives - LOIs Submitted and Response:**

1. Doris Duke Charitable Foundation for \$75,000 per year over 3 years (\$225,000). Focus on state-wide or national health care systems.
2. Commonwealth Fund for \$25-50,000 (guidance requested). Vicky Youcha had a conversation with Ed Schorr. Felt that we are doing very worthwhile things. They are shifting their emphasis to national health care reform and state initiatives; did not feel they were now a prospect.
3. H.J. Heinz Company Foundation – suggested by Heinz Endowment - for \$25-50,000. Positive about our efforts, but not in a position currently to accept new proposals. Western Pennsylvania partnership helpful.
4. Arthur Vining Davis for \$100-200,000. Shifting emphasis to the training of medical students.
5. TJX Foundation for \$25,000. Over committed. Must focus on current grantees. Encouraging for the future.
6. Heinz Endowments for \$50,000. Currently unable to entertain new organizations and projects. Would like to see more of a Pennsylvania emphasis – suggested a cooperative effort with Children's Hospital in Pittsburgh.
7. 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. Resubmit summer 2009.

### **Additional Substantive Contacts - Cultivation**

1. Child Health Foundation
2. Kirlin Charitable Foundation
3. CIGNA Foundation
4. Bill and Melinda Gates Foundation
5. W.K. Kellogg Foundation
6. R.K. Mellon
7. Pew Charitable Foundation
8. Robert Wood Johnson
9. Fallon Community Health
10. Liberty Mutual
11. TD Banknorth
12. UNUM (pronounced "You-num" no other name)
13. Rockefeller
14. PNC (formerly Pittsburg National Bank, now PNC)

### **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.

Respectfully submitted,

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



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## NFI Communications Committee Report

NFI Board Meeting, April 22-23, 2009  
Rockport, MA

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

The Communications Committee reports the following activities and accomplishments since the October 24, 2008 Board of Directors Meeting:

### *Redesign of Web Site*

The Communications Committee worked with *Planeteria, Inc.* to complete Phase I of the website redesign. *Planeteria* designed a new NFI website with a cutting edge look and feel using our chosen color scheme. The new design incorporates several photographs representing the infants being cared for in NIDCAP Training Centers, as well as quotes from trainers, parents and physicians. Built into the site design is a custom content management tool that allows the members of the Committee to update certain sections of the website themselves. This feature allows for more efficient updating of crucial information as well as offers a cost savings element to the design.

The website's main pages include *Home, About Us, NIDCAP Training, NIDCAP Nursery, Membership, News, Resources and FAQ*. The *Home* page includes general information as well as news headlines that link to the formal *News* page. The *About Us* page contains the NFI Mission, a listing of the NFI Board of Directors and a description of the NFI Committees. The *NIDCAP Training* page serves as the umbrella for general NIDCAP training information, the listing of Training Centers, and information about the annual NIDCAP Trainers Meeting. The *NIDCAP Nursery* page is a new page that is dedicated to the NIDCAP Nursery Certification Program and will be developing over the next several months to include application materials. The *Membership* page houses all information about how to become a Member and also includes the Member Services page where official NFI policies, NIDCAP training materials and Board business can be accessed. The *News* page is a new addition that will contain the latest NFI news and will expand to include NIDCAP in the media. The *Resources* page will eventually contain links to resources for professionals and families. The *How You Can Help* page contains information on how to donate to the NFI. *Planeteria* built an online donor database so that donors may enter their donation information online not only making it easier for them but also allowing easy reporting of donor names and amounts. The *Developmental Observer* can be accessed from the Find It Fast button, from *Home* as well as from the *News* page. All pages have a *Find it Fast* button at the top where currently four items are listed that visitors may want to access immediately without having to search the entire site. Currently the items listed are the *Developmental Observer, Donate Now, Program Guide, and Trainers Meeting*.

### *Website Launch*

The new website launched on April 20, 2009 and the hosting of the site was transferred from Sovernet to Planeteria.



### *Future Plans*

The Committee will resume discussion with Planeteria, Inc about Phase II of the design which includes two parts: Part 1—The design and building of 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—The design and building of 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. They will also build an event registration system that will allow an interface with a third party vendor that will manage online trainers meeting registration.

### *Maintenance of the NIDCAP Listservs*

The Communications Committee continued to maintain the three googlegroups listservs:

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

The nidcap@googlegroups was modified to become a members-only listserv. All people on the list were notified of the change and were invited to join if not already a member. Several new members were acquired this way and the list was cleaned up to include only those who are paid members.

### *Status of Training Database*

The training data from the Sept 07-Sept 08 training period is being added to the Microsoft Access data file. Change of personnel slowed efforts to clean up old data but plans are underway to restart the effort.

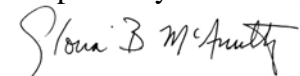
Database development is planned in second phase of web design work with *Planeteria*.

Discussion is ongoing to develop NIDCAP Training Tracking forms so that all trainees would be entered so as to track start date and training milestones such as: Introduction, Bedside, Sample Review, Workday, AP approval, AP Completion, Reliability/Certification. This would provide data for database and for tracking the training process from implementation point onward. It would also provide a way to track the number of current trainees.

### *Goals for the Next Six Months*

- Update and maintain the new site as needed;
- Begin Phase II of web site redesign (Training Database and Membership Database);
- Work with the Family Committee to enhance the Resources Page for families.
- Continue 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 of Directors Meeting, Rockport, MA April 22, 2009

**Membership Committee:** Jim Helm (Chair), Roger Sheldon

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

Newly approved for membership

Professional Members	15
Student Members	16

Current Membership

(Note: Total includes everyone who was invoiced for this year plus one additional Professional Member who was just approved and not yet invoiced)

Professional Members	116
Student Members	24
Family Members	5
Emeritus Members	4
<b>Total Membership</b>	<b>149</b>

Activities:

- Supported change of listserv to a “members only” benefit and recruitment of new members from those active on the service who were not members
- Reminded trainers to invite trainees to join the NFI as Student Members
- Developed insert to Membership Policy statement to define Emeritus Status and to provide process for nomination and approval.
- David Wahl developed and implemented new billing and record keeping system

Goals for 2009

- Work with groups developing “Resources” on new web page to meet needs of members
- Develop listing of Membership for the website
- Continue to develop the Membership

Respectfully submitted:

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



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## Meeting of the Board of Directors

Rockport, MA, USA

22 – 23 April 2009

## Report of the Committee on Quality Assurance (QAC)

**Chair:** H. Als

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

### 1. Unfinished Business

- a. Quality Assurance of Training Materials in Different Languages and Subsequent Web-Posting:** Key requirements the NFI as an international organization, that must be addressed and prioritized by the Board in a timely manner, include the development of resources for the creation and finalization of standardized recording and score sheets in languages other than English; the production, verification and web posting of NIDCAP and APIB training materials contained in the Training Binders, as well as of key documents such as the QATs, and soon the Nursery Certification materials and documents, in the following languages: **Spanish, French, Dutch, Swedish, German, Italian, Norwegian.**
- b. APIB Manual Revision and Publication; APIB Training Materials:** Revision of the APIB Manual continues to be of immediate importance. Resources that translate into freeing up time for the APIB's first author (QAC Chair) will be required. Similarly, audio-visual training materials will be required for effective APIB training and use. Funding channels for both these undertakings should be identified with some priority.
- c. APIB Testing Materials:** The search for a reliable source of the standardized APIB 'Happy Apple' continues, as does the identification of readily available attractive and suitable standard pouches for the APIB testing materials.
- d. Policy Development for Student Membership and Membership of NIDCAP and APIB Professionals-in-Training and NFI certified NIDCAP and APIB Professionals:** A draft of the Policies has been developed and is appended to this document.

### 2. Training Updates

#### a. APIB Training and NIDCAP and APIB Trainer Development

(1) **Ms. Karen Smith**, (St. Luke's Regional Medical Center, Boise, ID USA) APIB Trainer-in-Training (APIB Master Trainer, **H. Als**) continues to work with APIB trainees and NIDCAP Trainers-in-Training, Ms. **Unni Tomren** and Ms. **Liv Ellen Helseth** at Ålesund Hospital, Ålesund, Norway.

(2) **Dr. Agneta Kleberg**, as discussed in one of the Board Conference Calls, applied for NIDCAP Master Trainer Status without APIB Trainer requirement. This application was supported by the QAC and recommended to the Board, which accepted the recommendation. NIDCAP Trainers in Training with Dr. Kleberg were assigned APIB Trainers

as follows: Gillian Kennedy, SPLT (UK NIDCAP Training Center) will receive her APIB Training from H. Als, PhD. Natascia Bertoncelli, PT, (Modena NIDCAP Training Center in Development) and Sylvie Minguy, RN (Brest NIDCAP Training Center) will receive their APIB training from Deborah Buehler, PhD.

**(3) Ms. Ann-Sofie Gustafson, RN achieved APIB reliability with H. Als, PhD in November 2008 and is now a certified NIDCAP Trainer at the Scandinavian NIDCAP Training Center.**

**(4) The NIDCAP Training Center in Brest France** has successfully applied for Ms. **Sylvie Minguy, RN** to be accepted as NIDCAP Trainer-in-Training with Dr. Agneta Kleberg as Master Trainer, and Dr. Deborah Buehler serving as APIB Training Partner to Dr. Kleberg. The QAC recommends Ms. Minguy to be accepted as Trainer-in-Training.

**(5) Dorothy Vittner, RN, MSN**, has accepted a 0.5 FTE position at the Connecticut Children's Medical Center (CCMC), Hartford, CT to serve as NIDCAP Trainer in the CCMC NIDCAP Training Center and as developmental specialist overseeing the NIDCAP certified developmental specialist's work. Ms. Vittner has applied for APIB Trainer-in-Training Status. Her application materials have been reviewed by the QAC. The QAC recommends to the Board to approve Ms. Vittner's application. Ms. Vittner's APIB Master Trainer will be H. Als, PhD. A re-reliability session is scheduled for the fall. The first four trainees for Ms. Vittner will be Ana Maria Jara, Physical Therapist, Julie Blanshan, Speech Therapist, Paula Kraybill, Neonatal Nurse Practitioner. and Lynne Buscaino, staff nurse, all from All Children's Hospital (ACH) in St. Petersburg, FL, where Dorothy Vittner has worked extensively in preparing the site to apply for and become a NIDCAP Training Center. ACH's application for Training Center Development and Trainer - in -Training development is expected within the next few months. The QAC recommends approval of Ms. Vittner's application to be accepted as APIB Trainer-in-Training.

**(6)** Already approved by the Board in the course of a Board Call, on recommendation of the QAC, Dr. Graciela Basso has been accepted as APIB Trainer-in-Training, and will work with H. Als, PhD as her APIB Master Trainer. After APIB re-reliability establishment, Dr. Basso will introduce Josep Perapoch, MD (Barcelona, Spain) and Maria Maestro, MD (Madrid, Spain) to the APIB and conduct their APIB training with H. Als' guidance and supervision.

### **3. Quality Assurance Policies: NFI Student Membership for NIDCAP Professionals in Training (QAT-ITSM); NFI Professional Membership for NFI certified NIDCAP Professionals, (QAT-CPPM)**

The two new policies are attached to the QAC Report

### **4. Sub-Committee on the Protection of NFI Intellectual Property** G. McAnulty (See separate report)

### **5. 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, Wednesday, the 22 Day of April in the Year 2009.

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

Date: 22 April 2009

Chair, Quality Assurance Committee, NFI



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**NFI Sub-Committee on Intellectual Property Report to:  
NIDCAP Federation International Board of Directors**

Rockport, MA  
April 2009

Chair: Gloria McAnulty

At this point with the resolution of registration denial in Sweden, the projects of the Sub-Committee on Intellectual Property in collaboration with Renee Sanft of Nutter McClennen & Fish LLP have been completed. Renewal notification for all NFI registrations will be sent by the NFI attorney's office in the year prior to the expiration.

The statuses of the registration of the NFI 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 Argentina, Canada and the Madrid Protocol countries (the European Union, China Norway, Poland, Portugal, and Romania).

The registration in Sweden was initially rejected by the Swedish Trademark Authority in February 2008. The ruling stated that the word/mark NIDCAP, a generic term, is "*unregisterable per se*". The case had been assigned a new examiner. The Swedish associate of our council has recently confirmed that upon re-review, no opposition has been filed against the application to register NIDCAP in Sweden and the registration protecting NIDCAP in Sweden is now legally valid.

NIDCAP Federation International, Inc.  
TRADEMARKS (as of April, 2009)

**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.
	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. The renewal due in the year prior to the expiration date of 12/28/2019.

<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.

## International Registration

### 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. 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.

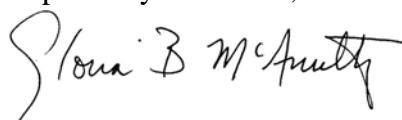
### Canada

<u>Mark</u>	<u>Ser./Reg.</u>	<u>Class</u> <u>Goods/Services</u> <sup>1</sup>	<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.

### 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 Class 41- educational services	EU, China, Norway, Poland, Romania, Sweden – protection granted. Portugal – protection granted. Declaration of Intent to Use due by 8/8/2011.

Respectfully submitted,



Gloria McNulty, PhD  
Sub-Committee on Intellectual Property

<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.



# NIDCAP Federation International

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## **QAC Sub-Committee on NFI Certificates Report NFI Board Meeting, April 21, 2008, Rockport, MA**

### **Certificate Production and Approval Status**

*NIDCAP Professional* certificate production and approval has progressed well since the last meeting in October 2008. All but three centers (Sooner NIDCAP Training Center, University of Illinois Medical Center at Chicago (UIMCC) NIDCAP Training Center, and UK NIDCAP Training Centre at St. Mary's) now have approved certificates. One of those three (Sooner) has an approved electronic version, but the committee is waiting to review the hard copy for final approval. The UIMCC NIDCAP Training Center is working on their certificates and there has been no communication from the UK NIDCAP Training Center about their certificates.

Since the required parchment paper is not readily available in Europe two European centers have sent their certificates electronically to Sandra Kosta who then printed, had them signed by the NFI President, stamped, and mailed them to the center. This process seems to be working well for the centers. For other international centers Ms. Kosta sent a packet of the parchment paper to the center to print their own certificates on site.

### **Centers with Approved Certificates (Total: 13)**

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  
National NIDCAP Training Center  
Colorado NIDCAP Center  
The Brussels NIDCAP Training Center  
Centro Latinoamericano NIDCAP

### **Centers with Certificates Undergoing Approval (Total: 1)**

Sooner NIDCAP Training Center

### **Centers with No Submissions Yet (Total: 2)**

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

Respectfully submitted,

Sandra Kosta  
Chair, Sub-Committee on NFI Certificates

April 21, 2008





# NIDCAP Federation International

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**Meeting of the Board of Directors  
Rockport, MA USA  
22 – 23 April 2009**

## **Report of the Products and Services Committee**

**Chair:** g. Lawhon

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

### **1. Required Readings Update**

The work on the required readings has not progressed since October 2008. To date three NFI Board members have responded to the requested review of suggested required readings. In the meantime the committee has continued to gather pdf versions of articles. Within the next couple of months the committee will make its final recommendation to the Quality Assurance Committee on the required readings for NIDCAP training. Following the final decision of the QAC the products and services committee will then create an electronic version of the required readings to distribute to all NFI Board members and NIDCAP trainers. Simultaneously the required readings for APIB training will be included in the electronic version. This work will be completed by August 1, 2009.

### **2. NIDCAP Reference Library**

The sub-committee on required readings and reference library will continue to work toward updating the previously distributed NIDCAP reference library. Every effort is being made to work toward an electronic version of this resource.

### **3. Newsletter Update**

Volume 3 Issue 1 of the Developmental Observer has been distributed. The next issue of the Developmental Observer will be printed in June for a July/August delivery. Due to financial concerns the newsletter team will be in discussion with the treasurer and executive director to evaluate current expenditures and potential ways to reduce costs.

Respectfully submitted,

*Gretchen Lawhon RN PhD*

Gretchen Lawhon, RN, PhD  
Chair, Products and Services Committee, NFI

Date: 20 April 2009



# NIDCAP Federation International

nidcap *changing the future for infants in intensive care*

**Meeting of the Board of Directors**  
**Rockport, MA USA**  
**22 - 23 April 2009**

## **Report of the Program Committee**

**Chair:** g. Lawhon

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

### **1. 20<sup>th</sup> Anniversary NIDCAP Trainers Meeting**

- 🕒 Theme is “Reflection: Our Vision for Individualized Developmental Care”.
- 🕒 Introductory presentation by Dr. Joy Browne “The Power of One Individual’s Vision”
- 🕒 Dr. Heidelise Als presentation “A Vision for Individualized Developmental Care”
- 🕒 Dr. Linda Gilkerson providing a scientific presentation
- 🕒 Sari Ferber giving a lecture on “Coregulation and Neurobehavioral Models” – this is an idea and has not yet been acted upon – it may be a cost issue if she is an invited speaker
- 🕒 Accomplishments and Overview of Training Efforts
- 🕒 Membership Meeting of the NIDCAP Federation International – need advice on placement in the program ?? Tuesday or sooner
- 🕒 Work Session: on the power of the past, present and future of the NIDCAP work
- 🕒 Work Session: perhaps on providing feedback during the NIDCAP training process
- 🕒 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 ?? keep this placement in the program
- 🕒 NIDCAP Nursery Certification – How much time and where in the program?
- 🕒 Sunday networking lunch prior to our relaxing afternoon
- 🕒 Monday evening poster session reception
- 🕒 It may be possible to plan for simultaneous committee work throughout the meeting if desired.

### **2. Preliminary agenda for 21<sup>st</sup> NIDCAP Trainers meeting in the Netherlands 2010**

Need to make some decisions based on the potential topics listed below or an additional idea

### **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 – blending physiological and social issues in the transition from NICU to home and community
- 🕒 Third World Countries and Needs/Opportunities for NIDCAP
- 🕒 Mental Health Issues Including Family Members and Healthcare Providers
- 🕒 End of life and palliative care – supporting life versus prolonging death – ethics of relationships in death and dying
- 🕒 Change theory
- 🕒 Collaboration and collaborative processes

- ③ International perspective on how mothers and fathers care for infants after discharge from the NICU

Respectfully submitted,

*gretchen Lawhon RN, PhD*

gretchen Lawhon, RN, PhD  
Chair, Program Committee, NFI

Date: 20 April 2009



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

Board of Directors Meeting, Rockport, MA, April 22, 2009

#### **Nomination, Elections and Appointments Committee**

James M. Helm, PhD (Chair)

Roger Sheldon, MD, MPH

No activity since Board Meeting in October 2008.

Anticipated for October 2008 Board Meetings:

- Conduct annual election of Board Officers

Anticipated for October 2008 Membership Meeting:

- Notify membership of elections for positions on the NFI Board of Directors
- Conduct election for one Board position

Respectfully submitted,

James M. Helm, PhD

Chair



NIDCAP Federation International

*Changing the Future for Infants in Intensive Care*

**NIDCAP Nursery Certification Committee Report to the Board  
Board Meeting, Emerson Inn by the Sea  
Rockport, Massachusetts USA  
22 and 23 April 2009**

Members of the Board:

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

Staff Members: D. Wahl

The report addresses briefly the events since the first Board Meeting for the NFI Board Year period of 28 October 2008 to this date, 22 April 2009.

Committee Members:

H. Als, D. Buehler, J. Helm, S. Kosta, g. Lawhon, G. McAnulty, R. Sheldon, K. Smith


Focus Areas:

1. Application Materials: The Application materials have been edited and formatted. The application materials have been sent to the Dr Helm at the Carolina NIDCAP Training Center. The team at the Carolina NIDCAP Training Center will review the materials prior to planning their next steps regarding the nursery certification process. These materials have also been sent electronically to the members of the NFI Board. There will be graphic design work that will be accomplished prior to the Program Rollout. Complimentary materials that will be part of the workshop will provide further information to applying nurseries.
2. NIDCAP Nursery Criterion: The NIDCAP Nursery Certification Criterion Scales (NNCCS) have been completed. The editing and formatting of the scales has been completed. The Carolina site has already received the scales and the NFI Board will receive a hard copy at the April meeting of the board. The Criterion Scales Score Sheet has been completed as well. Sandra Kosta has built a format, which allows for scoring manually as well by computer with opportunities to make computerized notes as a site review is accomplished. A note-taking sheet for the site review team is still under discussion. A manual for the process of NIDCAP Nursery Certification is evolving in the planning of the workshop presentations and development of the Site Review Team process.
3. Pilot of the NIDCAP Nursery Certification Process: The second pilot site was at The Children's Regional Hospital at Cooper University Hospital in Camden, NJ. The visit was completed on March 13 and 14 2008. The Children's Regional Hospital at Cooper has submitted further information as requested by the NNCP

Committee. The site review team from the visit has reviewed the materials and a recommendation to the NFI Board for recognition of the site as a NIDCAP Certified Nursery will be presented to the board at this meeting. The experience has added to the materials that will be proposed as part of the workshop, which we hope to provide to potential applicants prior to their application and site review experiences.

4. Educational Workshops on NIDCAP Nursery Certification: Planning of a workshop for interested parties regarding nursery certification is ongoing. An initial breakout session at the Developmental Interventions Conference in Denver (2008) was presented. Planning in regards to further workshops will be discussed at the April meeting of the NFI Board.
5. Topics to be discussed at the current board meeting relating to: Marketing, Budget Development, Applicant Site Costs, NFI Costs, and Site Review Team Development.

I herewith respectfully submit the NIDCAP Nursery Certification Committee Report for the period from October 28, 2008 – April 20, 2009 to the Members of the Board of the NFI on this Day, Wednesday, the 22nd Day of April, in the Year 2009.

Signature:  Date: 20 April 2009  
Karen M. Smith, M.Ed., BSN  
Chairman, NIDCAP Nursery Certification Committee