



NFI Program Committee - Quality Assurance Advisory Council

Minutes of the Conference Call Meeting, 16 March 2016

Council Chair: K. Smith

Members of the Council Present: H. Als, D. Buehler, K. Vandenberg, K. Smith

Absent: G. Basso, J. Browne, g. Lawhon

The Meeting Minutes from 10 February 2016 were approved.

Topic: Review of form for Annual Membership Renewal

Discussion: This project has been completed.

Topic: Web Functionality for Certification Renewals

Discussion: There is no new information regarding this topic.

Topic: The NFI Training and Certification Progression Chart

Discussion

It was decided at the last meeting to add the NNACP site reviewer training and certification to the chart. H. Als had agreed to formulate a policy regarding site reviewer training and certification. H. Als indicated this task remains on her to do list. D. Buehler and S. Kosta are working together to revise the chart to include the site reviewer training, as well as to add appropriate credits to the chart, as soon as the policy will be in place. A progress report will be given at the next conference call.

Topic: The Reading List Update

Discussion

K. Vandenberg reported that good progress was made on a conference call among her, R. Hedlund, and S. Butler. The Reading List Team separated the reading list into two Levels. Level I: Topics and readings appropriate to beginners in the NIDCAP Training process. And Level II: Topics and readings appropriate for implementation of developmentally supportive NIDCAP care into the nursery, e.g. appropriate upon embarking on the Advanced Practicum. Additional publications, which support the NIDCAP Professional's growth towards trainer status, will also be reviewed. The Reading List Team hopes to

provide a list that is manageable and appropriate to trainees at the various levels. The Team also proposed a journaling process for review and discussion of the readings that would be added to the training process from the beginning of training on.

The task force will present their drafts to the QAAC for review and comment. The next phone conference between R. Hedlund, K. VandenBerg and S. Butler is scheduled.

Topic: Kellogg Grant and World of Children Award Applications to be submitted by the Advancement Committee

Discussion

D. Buehler reported on progress made on this grant. D. Buehler hopes to add an emotional appeal valence to the application text that might make the application more readily accessible to the reviewer. D. Buehler also reported that she is working on the application for the World of Children Award. This award consists of a \$50,000 award. D. Buehler stated she appreciates the input from QAAC members she has received. Should the NFI win the award, the award ceremony would occur in the week of the 2016 NIDCAP Trainers Meeting in Bologna, Italy. H. Als would be required to attend the Ceremony. The QAAC agreed that that would be justified.

Topic: Connection of QAAC to Trainers Meeting Planning Task Force

Discussion

The group continued discussion of the QAAC's active contribution to the organization and the topics to be presented at Annual Trainers Meetings. At the last QAAC call meeting gretchen Lawhon had identified Deborah Buehler as the most appropriate representative of the QAAC for that role. Deborah Buehler has attended the Trainers Meeting Planning Task Force conference calls since then. These are biweekly telephone conferences. The discussions regarded inclusion of trainer specific training issues, scientific topics and newborn intensive care practice education, regional experts available to the specific site hosts of a Trainers Meeting, and organizational topics pertinent to the NFI and the membership. These topics will be discussed further in future QAAC meetings.

Topic: QAAC Membership Meeting at Annual Trainers Meeting

Discussion

The group discussed the importance of the QAAC's meeting in reviewing the Annual NIDCAP Trainers Meetings and in making recommendations for the next meeting(s). An appropriate time and organization of this meeting will be discussed at future calls. The timing of this meeting is important and should be planned in order to support attendance by the members of the QAAC and not conflict with the meeting activities. A two hour time block following the end of the Annual NIDCAP Trainers Meeting was proposed, e.g. from 1400 – 1600. A private meeting space would be required for this QAAC

Meeting. H. Als agreed to bring this request up at the next NFI Board Call to occur the day after today's QAAC Call. This item will be included for final decisions in the next QAAC call.

The next QAAC conference call meeting will take place on 27 April 2016 at 0300 pm (1500) US East Coast Time.

Date: 16 March 2016

Notes prepared by Karen Smith