



NFI Program Committee

Quality Assurance Advisory Council

Minutes of the Meeting Call, 20 January 2016

Council Chair: K. Smith

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

Absent: G. Basso, J. Browne, K. Vandenberg

The Minutes of the 16 December 2015 QAAC Meeting Call were approved.

Topic: Web Functionality of NIDCAP Certification Renewal Process

Discussion: D. Buehler reported that S. Kosta continues to work on this project. Further Progress will be reported at the next QAAC Meeting Call.

Topic: Renewal of Certification Documents: The documents were presented at the 2015 NIDCAP Trainers Meeting in Arizona. J. Browne provided by email the responses to the Survey Monkey questionnaire that she had sent to the QAAC members. She received 5 out of 7 responses. The QAAC members present at the call proposed to ask Joy to integrate the responses from the 5 QAAC members and send the summary back to the QAAC prior to the February QAAC Call.

Any changes to the documents that were to result from the Survey and to be agreed upon will be considered at the 10 February 2016 QAAC call, and subsequently integrated into the of the renewal documents. The QAAC members agreed that further survey and pilot testing would postpone, likely needlessly, the launching of the process, which in itself will serve to provide feedback

Topic: APIB Certification Renewal Documents

It was decided to focus on the NIDCAP Certification Renewal process and bring it to fruition before starting the development of the APIB Certification Renewal process.

Topic: NIDCAP and APIB Reading List Update

Discussion: The process appeared to have stalled. The last communication involved an inquiry from K. Vandenberg to Rodd Hedlund, addressed to the NIDCAP List Serve, to inquire about his interest to continue work on the project. H. Als agreed to follow up with Rodd Hedlund and also attempt to identify

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additional potential professionals, who might make a commitment to work with K. Vandenberg and bring the project to fruition. Potential members, who might be available to support this work, were touched on briefly. H. Als will communicate with K. Vandenberg.

Topic: Advancement from Trainee to Senior Master Trainer - Chart

D. Buehler reported on considerations of adding to the Advancement Chart credit to Kaye Spence and the training of NNACP Site Reviewers. This discussion brought forth a number of proposals and decisions: An additional NFI Training Policy will be developed in order to identify eligibility criteria, process of training and criteria for certification of NFI Site Reviewers. H. Als will communicate with R. Hedlund and draft the Policy for the QAAC's review. D. Buehler will continue to work with S. Kosta on the development of the Advancement Chart and on adding credits for Kaye Spence contribution. D. Buehler will report on progress at the next meeting call.

Topic: Discussion regarding Connecting the QAAC with the NIDCAP Trainers Meeting Planning Committee:

This topic will be placed on the Agenda of the upcoming February meeting.

Topic: Topics for Future Consideration by the Group

The members are encouraged to forward to K. Smith topics they consider important for the group's discussion, consideration, and/or action.

Meeting Time:

The next meeting call will fall during the Annual Gravens Conference. The date of the QAAC call therefore will be moved up by one week, i. e. to **Wednesday, February 10th**.

Please note:

The next QAAC conference call meeting will take place on Wednesday, 10 February 2016, 1500-1600 (US East Coast Time).

Date: 20 January 2016

Notes prepared by Karen Smith BSN, MEd

Chair of the Quality Assurance Advisory Council

NIDCAP Federation International

