



NFI Program Committee - Quality Assurance Advisory Council

Minutes of the Conference Call Meeting, 27 April 2016

Council Chair: K. Smith

Members of the Council Present: D. Buehler, K. VandenBerg, K. Smith

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

The Meeting Minutes from 16 March 2016 were approved tentatively pending additions or corrections from other members of the council not on the call today.

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 Progression Chart

Discussion

It was decided at the last meeting to add the NNACP Site Reviewer Training and Certification to the chart. No information was available on this topic for the call today. Further discussion will be moved to the May meeting call.

Topic: NIDCAP Reading List Update

Discussion

K. VandenBerg reported that good progress was made on a conference call with her, R. Hedlund, and S. Butler. They have separated the reading list into two Levels. Level I: Topics and readings appropriate to begin the NIDCAP Training process. And Level II: Topics and readings appropriate to implement developmentally supportive NIDCAP care into the respective nursery i.e. pre-Advanced Practicum readings. Additional publications, which support the individual's professional growth, will also be reviewed for inclusion in the Recommended Reading List. . The Reading List Task Force hopes to provide a reading list which is manageable and appropriate to trainees at both levels. The Task Force also proposes that a journaling process to reflect and report on the readings read be added to the training process from the beginning of training. Further progress will be reported at the next call.

Topic: Kellogg Grant to be submitted by the Advancement Committee

Discussion

D. Buehler reported that the NFI's application was submitted to the Kellogg Foundation.

Topic: Connection of QAAC to Trainers Meeting Planning Task Force

Discussion

The group discussed how the QAAC could actively contribute to the topics and formats to be presented at Annual NIDCAP Trainers meetings. There was discussion regarding trainer specific training issues, scientific and newborn intensive care practice education, regional experts available to the setting of the Trainers Meeting, and organizational topics pertinent to the NIDCAP Federation and the membership. On suggestion of gretchen Lawhon the inclusion of Deborah Buehler as additional QAAC member has been put into action. This topic will be discussed further in future meetings of the QAAC. An update of the plans for the 2016 NIDCAP Trainers Meeting will be an agenda item for the council's May call.

Topic: QAAC Membership Meeting at the Annual NIDCAP Trainers Meeting

Discussion

The group discussed the importance of an in person QAAC meeting at the time of the Annual Trainers Meeting. An appropriate time and organization of this meeting will be discussed at future calls. The timing of this meeting should be planned in order to support attendance by the members of the QAAC and not conflict with the meeting activities. A time prior to the beginning of the meeting or at the end of the meeting was proposed. A time following the end of the Trainers Meeting will allow the QAAC the opportunity to review the Trainers Meetings and report to the Trainers Meeting Task Force their impressions and guidance. This item will be included in the May call of the QAAC.

The next conference call meeting will take place on the 18 May 2016 at 300 pm EDT.

Date: 9 May 2016

Notes prepared by Karen Smith