



MINUTES  
Quality Assurance Advisory Council (QAAC)  
Video Conference Meeting  
July 22

1300-1415 EDT

Participants

Present: Heidelise Als, Deborah Buehler, Melissa Johnson, Nikk Conneman, Inga Warren, Joy Browne, Dorothy Vittner, Jean Powlesland

Absent: gretchen Lawhon, Jim Helm, Karen Smith, Graciela Basso

Courtesy Copy: Kathleen VandenBerg

**Minutes from the June 24, 2020** Quality Assurance Advisory Council (QAAC) meeting were presented electronically. Motion to approve the Minutes carried.

**Report from the Task Force on Supportive Groups for Trainers:** The first Reflective Conversation was held electronically on July 15, facilitated by Inga Warren and Juzer Tyebkhan. Two other Trainers joined the conversation, which was described as meaningful and productive. I. Warren noted that eleven (11) trainers had expressed interest, though other demands prevented their participation. J. Powlesland and N. Wetzel will facilitate August's conversation. After the third conversation, in September, the committee will evaluate the effort and plan future work based on what is learned. It was noted that several Master and Senior Trainers expressed interest in participating. For the first three meetings, participation was limited to Trainers, with the goal of keeping a space for Trainers at a similar experience level to communicate with each other. The level of interest from Senior and Master Trainers will help guide future plans. It was noted that timing is a significant issue, with individuals from multiple time zones trying to attend during different parts of the day/evening.

**Follow-up with summary of "Next Steps" topics from work groups at 2019 NTM:** Several of the topics yielding suggestions for future work from the 2019 NIDCAP Trainers Meeting are relevant to the QAAC. These items were each reviewed as to whether they were being addressed, and whether further work was indicated.

**NIDCAP Nursery Program (NNP):** Suggestions about edits and modifications were made. S. Kosta and R. Hedlund are working on creating expandable text boxes in the evaluation instrument so that comments readily may be written in; also, a form is being created to allow users to summarize their comments.

**Training Forms and Processes:** FINE transition strategies have been addressed in the document recently posted on the website. Several specific modifications to existing forms were discussed, specifically highlighting, coloring, or otherwise modifying the NIDCAP scan sheet for facilitating use during training. H. Als reiterated that such modifications are: *Mentoring caregivers. Changing hospitals. Improving the future for newborns and their families.*

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cations, as long as wording is not changed, are the Trainer's choice and at their discretion, and are entirely acceptable. Other trainers noted that the use of NIDCAP observations and reports clinically, after reliability has been achieved, may be variable, with a number of individuals finding that shorter reports and summaries are often helpful. H. Als noted the differentiation between training and clinical use, and supported the practice of professionals making use of the observations and reports in ways that are useful in the context of the practice and resources of individual nurseries. I. Warren noted that some professionals were concerned about the acceptability of their modifications; the Committee was unanimous in stating that sharing of ideas and practical applications was encouraged and should be supported. H. Als reviewed the importance of using appropriate language in shorter documents; i.e. positive and active verb forms and the avoidance of jargon, as is applicable to full reports, and as are required during the NIDCAP training and certification process.

**Action Step: D. Buehler will review this topic in her next President's Letter/List serve posting.**

*NIDCAP Reading List Update:* This is a challenging topic that has been addressed by several groups, most recently the Science Subcommittee. This Sub-Committee has developed documents which address categories of reading materials; show the rationale for their selection; and suggest appropriate timing in the training process for their presentation to those in training. J. Powlesland noted that these categories are very useful. J. Browne asked if the recent effort to gather research articles in infant sleep was part of this effort; I. Warren clarified that this is a separate task and that this work may help with the process of updating research articles on this and related topics. H. Als said that she has completed a set of edits on the first draft that the NIDCAP and Science Sub-Committee shared, and that this group was asking for input from the QAAC, especially around the categories they have developed. She noted that the task of reviewing existing articles and bringing in new literature was a very large one. Some broad categories, such as reflective process, the change process, and others, still require a great deal of work. I. Warren's efforts on creating a Master's Degree program includes attention to this issue; her group hopes to include updated reading list recommendations. H. Als shared reading lists with grouping categories from teaching that she provided in recent years to pediatric residents, and was hopeful that these might be helpful to the NIDCAP and Science Sub-Committee.

D. Vittner reviewed the general structure that the NIDCAP and Science Sub-Committee suggested, and noted that they requested feedback as to whether this appeared to be a useful and appropriate direction, which would then allow further progress to be made on refining the lists and getting more specific. She also noted the importance of allowing flexibility in terms of timing, taking into account the variations in how adults learn and the different stages of the training process. J. Browne reminded the group of the importance of keeping in mind the language/translation issue, and the cost and effort involved in international sharing of English documents. I. Warren suggested that "Fact Sheet" summaries of key articles be developed, which might be much easier to translate and share with non-English speakers. D. Vittner noted the overlap of this idea with the R3 work that the NIDCAP and Science Subcommittee produces in order to make recent research more accessible. D. Buehler suggested that a similar effort, namely the preparation of "cliff notes" of seminal papers, would be helpful; D. Vittner reflected that this would be a big job but may be a valuable idea for the future, especially as it overlaps with translation work of training documents hoped for. The QAAC Members on the call agreed that the draft was very productive and moving in the right direction; that the structure suggested is appreciated and will facilitate progress as the details are addressed.

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**Action Step: The QAAC authorized and supported D. Vittner, as a member of both the QAAC and the NIDCAP and Science Sub-Committee, to share the QAAC's support of the NIDCAP and Science Sub-Committee's direction and to summarize the QAAC's suggestions and ideas for collaboration in moving forward.**

**THE NEXT QAAC MEETING WILL BE HELD ON WEDNESDAY, AUGUST 26, 2020 FROM 1300-1400 EASTERN DAY-LIGHT TIME.**

Respectfully submitted, July 23, 2020  
Melissa R. Johnson

NOTE: Should NFI Members wish further detail or have questions related to the Minutes, please feel free to write to any of the Members, who attended this meeting.