

MINUTES  
Quality Assurance Advisory Council (QAAC)  
ZOOM Meeting  
14 September 2021  
15:30-16:30 EDT

Participants

Present: Heidelise Als, Graciela Basso, Joy Browne, gretchen Lawhon, Jean Powlesland.  
Absent: Inga Warren, Melissa Johnson, Nikk Conneman, Deborah Buehler

**Minutes from 13 July QAAC Meeting were approved**

**Guidelines for Online NIDCAP Training – NIDCAP Professional Training and Certification**

A draft of the NFI Guidelines for Online NIDCAP Professional Training revised by H. Als had been sent around earlier. Discussion revolved around changes/additions

- The final sentence to be rewritten to be clearer.

Outcome

- Those present voted to approve the guideline. H. Als will circulate the document with the revised working.

**QAAC Workshop “Nurturing the Trainer” at NTM 2021**

Discussion

- J. Powlesland and g. Lawhon had circulated a proposal for the workshop. The format will include brief presentations from Trainers, who have engaged in online training and then small groups will discuss questions related to challenges, strengths and strategies for online NIDCAP training.
- The workshop will begin with an introduction to the topic, and D. Vittner will suggest future online workshops and supports for Trainers as they embark on online training and might benefit from more frequent/detailed support.
- Twenty NIDCAP Professionals and Trainers responded to the initial survey; most of them had participated in some sort of online NIDCAP training.
- The QAAC approved the format and requested that the task force continue to create the workshop.

### **Continuation of discussion re developing guidelines for online APIB training**

#### Discussion

J. Browne shared some of the challenges and differences between the two sites with which she currently works. She finds that 2-4 hour sessions about every 2 months work well; more frequent sessions are difficult because each time they are reviewing a different video of an APIB examination. J. Browne reported that having the videos with the trainees' score sheets is very helpful as she gains insight into what parts of the process would benefit from more guidance.

J. Browne stated that it may be too soon to develop guidelines as she is learning and refining her thoughts about how best to approach training after each session. She will draft her thoughts to date which could help build a future guideline.

### **Update from the Trainer Conversation Work Group**

J. Powlesland requested that the QAAC decide on how to proceed after the pilot of the "Trainers Conversation" was completed last September. The QAAC agreed that most participants found this very helpful, and several groups have organized themselves, typically along common language lines, as a result of this experience. The QAAC members felt that they should offer Trainers access to some similar experiences; they wished to have a document that gives guidance as how to set up a group and what type of format to use. J. Powlesland offered to draft a document with D. Vittner's assistance; they plan to share it at the next meeting.

### **THE NEXT QAAC MEETING WILL BE HELD AFTER THE ANNUAL NIDCAP TRAINERS MEETING**

Respectfully submitted

Graciela Basso

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.