



NZBDP Telephone Conference

Meeting Number	1	
Leader/Chair	Fredric Doss	
Minutes	Dannis Moses	
Attendees	Dannis Moses	CMDHB
	Emma Marsh	ADHB
	Fredric Doss	ADHB
	Jason Wei	ADHB
	Nick Poloschek	MOH
	Paul Fallen	CCDHB
	Shaiju Thaikandy	HBDHB
Apologies	Ameen Abubacker, John Collins	
Date	16 April 2010	
Place	Conference call	

	Focus
Meeting Objectives	To discuss issues related to NZBDP from the previous meetings and follow up on project works.
Desired Outcomes	Continuous communication amongst the members and follow up on NZBDP projects.

Item	Action
Item 1 : Welcome Fredric welcomed all on behalf of the Board.	Fredric Doss
Item 2: Recertification and NZBDP Data Base First batch of recerts are successfully completed. Second batch of candidates are ready for recertification. Submissions received and date for recertification is set for 6th May 2010 Data Base Dannis is currently developing a data base to be used for mainly to store member's details of certification, recertification and Invoices.	Fredric/ Dannis By Next Meeting



<p>Item 3: Finance and Website Quotation:</p> <p>Fredric reported that the annual practicing certificate (APC) payment from all other DHBs has been received. There are still some overdue from CMDHB. Fredric to reconcile payments to date and a letter to be sent to Debbie Eastwood. APC for those who paid their fee have been sent.</p> <p>Three quotations for web site development were received by Jason. Jason to request clarification on maintenance and service details from the preferred company. These details will be circulated by email to all members and to finalise in next board meeting.</p>	<p>Fredric Doss</p> <p>Fredric</p> <p>Jason Wei</p>
<p>Item 4: Regional Technician Training</p> <p>Nick has conducted an evaluation on the training programme mid way and reported back. Programme is now near completion with examination date set on 1st May 2010</p> <p>Need to set a date for a final review at the completion of training programme.</p>	<p>Fredric/ Dannis/Nick</p>
<p>Item 5: HPCA Update</p> <p>Nick is drafting a document to be put forward to all DHBs regarding the scopes of practices of technicians in detail, the governance of the Board etc.,</p> <p>Submission made on behalf of NZBDP for the “Review criteria for HPCA” consultation document as discussed in last board meeting.</p>	<p>Nick/Fredric</p> <p>Fredric</p>
<p>Item 6: CEU documentation review</p> <p>The required CEU for NZBDP recertification is 60/ 3 years. The recertification document that the Board currently is comprehensive but requires more inclusion. The sub committee that worked on the CEU documentation to regroup again and to make necessary inclusions.</p>	<p>Shaiju/Balaji /Dannis.</p>
<p>Item 6:</p> <p>Four Candidates (Three from CMDHB and one from ADHB) have been</p>	<p>All</p>



<p>in exceptional circumstances such as have been working in overseas hence unable to recertify with NZBDP& had recertification through BONENT as one of waiver or recertification, missed communication from NZBDP etc.</p> <p>These issues have been discussed in detail and Board has agreed to provide five weeks time period to submit folders. This will be a one off situation and will not be done in future.</p> <p>Fredric to send letters to the candidates for submission of documents with in five weeks</p>	<p>Fredric</p>
<p>Item 7:</p> <p>Ameen has agreed to do the minutes from next Board meeting</p>	<p>Ameen /Fredric</p>

Date of next Board meeting on 29th June 2010 at Auckland Hospital