

New Zealand Board of Nephrology Practice Minutes

<b>MEETING DETAILS</b>	<b>MINUTES</b>
<b>Meeting:</b>	New Zealand Board of Dialysis Practice
<b>Date</b>	25 <sup>th</sup> of June 2009
<b>Meeting Opened</b>	1030- 1530hrs
<b>Venue:</b>	Renal Meeting room, Middlemore Hospital
<b>MEMBERSHIP</b>	
Present	Adrian Buttimore (Chair), Fredric Doss, Emma Marsh., Dannis Moses, Balaji Jagganathan and Shaiju Thaikandy. Jason Wei
Minutes Taken by:	Emma Marsh
Observer:	Nick Polaschek (MOH) Baskar Lakshman Reddy ,Hussain Saheb , Damodara Reddy Thangella

<b>No</b>	<b>Item</b>	<b>Discussion / Action</b>
<b>1.</b>	Apologies	John Collins
<b>2.</b>	Minutes of previous meeting	Previous two minutes of meeting on 26 <sup>th</sup> February 2009 have been passed- Adrian/ Dannis.
<b>3.</b>	Business arising from minutes	Covered throughout agenda
<b>4.</b>	Correspondence	Mostly correspondence by email. Letter received with regard to the job title for clinical dialysis technicians – addressed in agenda
<b>5.</b>	National Renal Advisory Board (NRAB) report - Adrian	Next NRAB meeting on 26.6.09 Not all board members are receiving minutes of the NRAB meeting. Adrian has agreed to circulate the minutes within the board. Those who attend the NRAB in general should be encouraged to circulate the minutes within their respective DHB's.
<b>6.</b>	Certification/ Re-certification	Next BONENT exam- There are three potential candidates who are currently working in dialysis.  Computer based exam- No centre in Auckland. Jason will contact a computer based examination company. Jason will follow up Written examination continues to be available. The next written examinations which will include trainees will be in April 2010. Fredric will set up a proposed exam date for last Saturday in September. This will require a minimum of 4 candidates. Should this not be possible to go ahead Dannis has requested a letter be sent to the Service Managers:- with an outline regarding possibilities of managing those overdue for examination

		<p>Alternate certification exam- Nil at this stage.</p> <p>Recap on the planned certification process. It has become apparent that there are clinical dialysis technicians and managers who do not understand the process.</p> <p>To address this:-</p> <ol style="list-style-type: none"> <li>1. A repeat circular on the process of certification/ recertification will be sent to the general managers, service managers, PSA (national) to disseminate.</li> <li>2. Written copy to be given to each clinical dialysis technician</li> <li>3. The documentation will be revised by the NZBDP giving more specific detail, including a flow chart. Certification / Recertification requirements, who to contact for clarification on the process and continuing education hours required.</li> <li>4. All details will be loaded onto the NZBDP web site</li> </ol> <p><a href="http://sites.google.com/site/dialysisnz">http://sites.google.com/site/dialysisnz</a></p>
7.	<p><b>March Recertification.</b></p>	<p><b>Annual fee</b> - To remain in line with DHB funding from MOH, 1<sup>st</sup> of July will be the invoicing date for the annual NZBDP fee – with 3 months to pay. Non payment equates to non certification</p> <p><b>1<sup>st</sup> Recertifications</b> will remain in line with current due dates. With no change to required continuing education units (CEU) of 40 hours.</p> <p>This can comprise a minimum of 30 nephrology hours with an extra 10 hours of non nephrology hours.</p> <p><b>Subsequent recertification</b> will be every 3 years – the first group will be in 2012. At this time there will be an increase in the required CEU's to a total of 60 hours which can comprise of a minimum of 40 nephrology CEU's with 20 hours of non nephrology CEU's.</p> <p><b>New clinical dialysis technician's.</b> Recertification will be every 3 years from time of passing the NZBDP selected examination.</p> <p>It was decided that the NZBDP are setting an attainable professional standard. Nick Polaschek from the MOH was in agreement and commented that it would be in line with the requirements for other health care workers.</p> <p>It was agreed that upon recertification a letter to confirm receipt of portfolio with acceptance or non acceptance. A clearly marked</p>

		<p>date for next recertification due date also appear on the correspondence with the comment guidelines to follow.</p> <p>CEU document – Dannis has agreed to join Balaji and Shaiju in updating the existing CEU document. The time line of 4/52 was agreed upon for completion of the document. In particular anyone will be able to ask the board to assess a proposed CEU.</p> <p>Wallet card/certificate – work in progress by Adrian and Dannis</p>
<b>8.</b>	<b>Financial</b>	<ul style="list-style-type: none"> <li>• Jason presented a revised budget for next financial year 2009 / 2010. It demonstrates working costs of the board and its planned activities. Budget formally accepted by Adrian and Fredric.</li> <li>• At the last meeting an interim fee of \$100 dollars was mentioned. In order to cover NZBDP costs the board must have a minimum revenue of \$12,000 per annum.</li> <li>• Nick suggested that audit costs for technician training courses should be met by the organizing DHB's.</li> <li>• Motion moved “An annual registration fee with NZBDP will be NZ\$200 per annum. All certified dialysis techs will be billed on 1<sup>st</sup> July 2009, with 3 months time to pay (31/10/09).” Moved by Adrian and Dannis</li> <li>• The annual registration fee is instead of the BONENT fee.</li> <li>• Jason will look into whether the \$200 fee will require the addition of GST and circulate draft Invoice to board members upon completion</li> </ul>
<b>9.</b>	<b>Technician Training</b>	<ul style="list-style-type: none"> <li>• Training course at ADHB and CMDHB in progress using the NZBDP curriculum. There are 2 trainees at each centre. Fredric and Dannis are the course co-ordinators.</li> <li>• The NZBDP longer term goal would be to meet with the DHB's and MOH with regard to providing a national training programme. Nick indicated that he would be happy to provide updates for DHB's within NZ with regard to how the technician training programme is going and long term plans for a national training programme.</li> <li>• Some discussion was had around how a national training programme might work.</li> <li>• Nick suggested the MOH may be able to provide some assistance for a national PILOT programme</li> <li>• Plan:- 1. Complete current training programme. 2. On completion a detailed programme could be</li> </ul>

		<p>proposed – Nick would be able to assist with this</p> <ul style="list-style-type: none"> <li>• Dannis and Fredric report positive feedback for the training programmes so far.</li> </ul>
<b>10.</b>	<b>Job Title</b>	<p>Communication from ADHB technician group requesting to be formally recognized by the title of “ Haemodialysis Practitioner” rather than certified clinical dialysis technician. However next to signatures there were also some other suggestions of title. The NZBDP members suggest that there may be legal ramifications for use of a title such as dialysis practitioner or dialysis therapist which was also suggested next to a couple of signatures.</p> <p>Use of titles such as technologist gives the impression of a specialty degree having been completed prior to certification - this is not a current requirement for the role. If an employer in conjunction with a collective agreement were to select such a title the board would have no objection</p> <p>In order to make changes employers and PSA may well wish to see a review of technician practice levels and salary scales.</p> <p>Hussain addressed the group as an observer and PSA delegate. He stated that a title change is the main issue. It is felt that that the current title does not reflect status. He also stated that the group are satisfied with the current pay scales as agreed at the last MECCA</p> <p>The board suggests that the group meet with the union (PSA) with regard to exploring the option to make a change to the title. This is a matter to be resolved at the time of employment agreement negotiations. The board has no objection in principle to a title change. The board is keen for the group to maintain a group name. The timing of any such change should be done in conjunction with a collective agreement. Adrian will send a response letter to the group and a copy to the PSA and service managers.</p> <p>The board also suggests that the group should explore the issue of status and recognition further. This particular group does not have a uniform. A uniform may be of assistance in being recognized as a health care worker within the DHB.</p>
<b>11.</b>	<b>Technician Practice levels. Adrian/Fredric</b>	<p>At time of review practice levels need to be linked to designated positions within the MECCA. Will need union and employer agreement</p> <p>Plan to leave on agenda for present.</p>
<b>12.</b>	<b>Legal status of</b>	<ul style="list-style-type: none"> <li>• Nick recapped the group on the HPCA Act review</li> </ul>

	<p><b>Board .- Nick &amp; Adrian -Indemnity Insurance NZQA</b></p>	<ul style="list-style-type: none"> <li>• On the 6<sup>th</sup> of June 2009 recommendations were discussed in parliament</li> <li>• MOH – To develop process/ guidance for how groups can participate in HPCA</li> <li>• Registering authorities must have an infrastructure for example to deal with complaints.</li> <li>• There is the possibility that an Allied health registering authority may include groups such as certified dialysis technicians</li> <li>• Recognition under HPCA would be desirable particularly should a disputes tribunal type issue arise.</li> <li>• The act is difficult to implement for small groups</li> <li>• Nick and Fredric to discuss options with Janice Mueller, director for Allied Health and Technical at ADHB</li> </ul> <p><b><u>Indemnity Insurance</u></b></p> <p>Fredric fed back to group some information he has found. Fredric to circulate to group for further scrutiny Fredric suggested the approximate cost of \$2000 Fredric will seek legal advice on the implication of the coverage as well as the possibility of becoming an incorporated society.</p>
<p><b>13.</b></p>	<p><b>Board Membership October retirees.</b></p>	<p>Board Membership as previously minuted Last meeting for current board 05 November, 2009. Following this meeting Fredric will become new chair person. Adrian and Balaji will be stepping down.</p>
<p><b>14.</b></p>	<p><b>General Business</b></p>	<p>NZBDP website can now be viewed. <a href="http://sites.google.com/site/dialysisnz">http://sites.google.com/site/dialysisnz</a> Minutes will be posted in website.</p> <p>Nick mentioned that NRAB may be getting a web site hosted by MOH, if this occurs then NZBDP could add a link to NZBDP site from it.</p> <p>Dannis raised the issue of 1/12 teleconference of board members in order to remind each other and update on progress. Nick suggested videoconferencing is available for free at the DHB's. Group agreed to participate as may be useful. Dannis to look into organizing and confirm timing via email</p>
<p><b>15.</b></p>	<p><b>Next Meeting</b></p>	<p>Next meeting will be held at AKH on 05 November, 2009- Fredric to book venue.</p>