



NZBDP Board meeting

Meeting Number	
Leader/Chair	Fredric Doss
Minutes	Shaiju Thaikandy
Attendees	Dannis Moses CMDHB Fredric Doss ADHB Balaji Jagannathan WDHB Paul Fallen CCDHB Shaiju Thaikandy HBDHB Dave Lilly CMDHB
Apologies	Amen Abubacker, John Collins, Emma Marsh & Nick
Absent	None
Observers	None
Date	27 August 2011 1400Hrs – 1630Hrs
Place	Hotel Waipuna, Room # 501, Ambassador Suit

Item	Action
Item 1 : Welcome Fredric welcomed all on behalf of the Board.	Fredric Doss
Item 1: Apologies Apologies from Ameen Abubacker, Emma Marsh, Nick and John Collins accepted.	All
Item 2: Last board meeting minutes & teleconference meeting minutes were accepted & moved	Balaji & Paul



<p>Item 3: Correspondence</p> <p>Fredric will reply to the e-mail received from Janine (CDHB) regarding Dialysis Technicians registration process, recertification process, validation of BONENT, Roles & responsibility doc. Fredric suggested that Janine can be directed to contact board members from respective DHBs for clarification. After discussion it has been agreed to formally respond on behalf of the board.</p> <p>Received correspondence from HWNZ, they have finalised 8 members for the working group out of 20 nominations received. NZBDP nomination was not included in the group</p>	<p>Fredric</p> <p>All</p> <p>Fredric</p>
<p>Item 4 : Certification / Re-certification & BONENT</p> <p>Board has issued 6 provisional registrations so far including the two applications tabled during the meeting. 5 of who will take up BONENT exam on 1st of October 2011 and one would take up the next BONENT exam.</p> <p>-2 recertification folders were verified successful.</p> <p>Dannis suggested board to provide opportunities for all its members to be Proctors and Assistant Proctors for the BONENT examination. As it is a late suggestion for this year. Plan is to allocate Balaji do proctor role for the next two exams and train another member to be an assistant proctor and the process continues.</p>	<p>Fredric</p> <p>Fredric</p> <p>Dannis & Fredric</p>
<p>Item 5: Finance & Teleconference charges</p> <p>Balaji gave a general update on the finance. NZD\$43000/- in the ac to date.</p> <p>Fredric has mentioned that the charges for all the previous teleconferences have been paid by ADHB renal service and suggested the Board to take up on the payments. All agreed.</p> <p>The current cost is around \$200 for each teleconference and is a special price given to ADHB. Fredric to explore the options of 1. Continue use ADHB special package and to pay back the services and 2. To explore cheaper options.</p>	<p>Balaji</p> <p>Fredric & All</p>



<p>Item 6 : Website update</p> <p>Dannis mentioned that lots of work has been done on the website since last update and member's login will be launched during the symposium if the testing goes well which is expected to go trouble free.</p>	<p>Dannis</p>
<p>Item 7: Symposium</p> <p>Balaji gave an update on the symposium finance. The estimated budget was \$14495 and generated \$7000 through sponsorship (BD, Medica Pacifica, CMDHB, Gambro, Fresenius, and Smith & Nephew). Waiting for 2 sponsors to deposit the amount in account.</p> <p>The expense so far is \$11500 and the balance \$4500 will be used from NZBDP ac.</p> <p>Fredric will write to CMDHB to acknowledge their contribution</p> <p>57 delegates have been registered and one pulled out at the last moment. Dannis suggested making the delegates to pay for the future symposium to avoid late drop out and everyone agreed on these.</p> <p>Recognition awards : There will be 3 recognition awards for 3 long serving Dialysis techs for contribution towards the dialysis technician work force in NZ</p> <p>Best presenter award: There will be 1st, 2nd & 3rd price for the presenters (\$150, \$100 & \$50 worth of Westfield shopping vouchers respectively.)</p> <p>Evaluation: Evaluation forms will be circulated and collected during the symposium and will be evaluated in the next board meeting.</p> <p>Sponsors : Sponsors will be allocated designated space for their display</p> <p>Guest speaker's & session chair's gift: All the gust speakers & session chairs will be given a token of appreciation.</p> <p>There will be 7 spot prices staggered throughout symposium.</p> <p>Presentations will be loaded in USB and will be distributed to all delegates.</p>	<p>Balaji</p> <p>Fredric</p> <p>Dannis</p> <p>Fredric & Balaji</p>
<p>Item: 8 NZBDP Dialysis Technician, Roles & responsibility document.</p> <p>This item is deferred to next meeting for discussion when all the members are present.</p>	<p>Dannis & All</p>



<p>Item 9:</p> <p>a) Incorporated Society: No update. Work in progress.</p> <p>b) NZBDP Registration Status</p> <p>Fredric acknowledged the HPCA registration of anesthetic tech group. He also reported that there is a possibility of aligning with Clinical Physiologist Registration Board that encompasses Cardiac, Respiratory and Sleep Technologists.</p> <p>Fredric also suggested to start work towards lodging application for HPCA registration as first step even though there are lots of works involved.</p> <p>Members discussed around whether NZBDP has all the framework of a professional body and all agreed to carry out the following exercise. Each board member will choose two professional group (this will be mixture of HPCA regulated and self regulated groups) and see the processes under taken in those groups on the criteria's listed.</p> <p>-Refer to attached document for agreed activity</p> <p>Board agreed to send Fredric to Wellington to meet with Clinical physiology group towards the registration process.</p> <p>Dannis suggested the Board to form focus groups/working parties by involving technicians from units towards development of documents etc., Leadership, guidance and encouragement to these focus groups be given by individual DHB Board members. Further discussion and planning required.</p> <p>c) Membership with Allied Health Forum: Board has unanimously agreed to become member with allied health forum.</p>	<p>Balaji</p> <p>Fredric</p> <p>All</p> <p>All</p> <p>Dannis</p> <p>All</p>



Next Board meeting

Venue: ADHB. (TBC)

Date: 10th Nov 2011 (TBC)