



NZBDP Meeting

Meeting Number	
Leader/Chair	Fredric Doss ADHB
Minutes	Balaji Jagannathan WDHB
Attendees	Fredric Doss ADHB Nick Polaschek MOH Shaiju Thaikandy HBDHB Balaji Jagannathan WDHB Dave Lilley ADHB Emma Marsh NAG-RSA Representative
1. Apologies	John Collins, Paul Fallen, Ameen Abubacker
Absent	None
Observers	None
Date	16 th June 2011
Place	Diabetes meeting room, Western Campus Building, Middlemore Hospital.

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<p>Item 2: Business arising from last minutes Last board and teleconference meeting minutes were accepted and moved as correct</p>	Shaiju/Balaji
<p>Item 3: Correspondence:</p> <ul style="list-style-type: none"> - NZATS is progressing towards functioning under “Medical Sciences secretariat” as HPCA regulated profession by 1st September 2011. Medical Sciences Secretariat will be renamed as Medical Sciences Council effective from same date. - Fredric established communication link with chairman of Clinical Physiologist Registration Board (CPRB). This group currently comprises of cardiopulmonary, sleep and respiratory physiologist/technologist. The CPRB has applied to MOH for HPCA regulation and are waiting for approval. The CPRB will consider accommodating dialysis technician profession to be part of their registration board in future. <p>Provisional/Full Registration Applicants:</p> <ul style="list-style-type: none"> - 5 technicians from WDHB applied for registration- 3 approved for full registration and 2 for provisional only. - Dannis raised clarification on process of managing techs who are currently employed by DHB without full registration. The process is that those without registration will be given an opportunity to apply to the board for provisional registration, which will be valid for one year from the time of approval. The candidates are expected to complete BONENT exam with in that time period and obtain full registration from the board. For those who are not been able to complete the BONENT exam are considered not certified dialysis technician by the board. The board will notify the respective DHB about their registration status and its recommendations. Board will develop a document which will explain the process for full /provisional registration. 	<p>Fredric/ Nick</p> <p>Fredric</p> <p>All</p>



<p>Item 4: National Renal Advisory Board Nick updated on 3 key areas of discussion at NRAB</p> <p>CKD Management:</p> <ul style="list-style-type: none">- Funding to test interventions to slow the progress of chronic kidney disease.- No of pilots trialing two interventions.- One involves nurses working closely with a small group of high risk patients on blood pressure management.- The other enables primary care to have tools to screen and manage their population and link to secondary care as appropriate <p>Regional collaboration providing renal services. -Work in progress</p> <p>Renal transplantation: Attempt to set up National Funding approach for renal transplants. Nick is currently working on this discussion document. The final document from the NRAB aims to convince the NHB to embrace the area as a National Service Improvement project. Additions to the document should include:</p> <ul style="list-style-type: none">- Difference in transplantation rates between Australia and NZ- Difference in waiting time data between Australia and NZ. Tonya will assist Nick in obtaining these data- Nick and Michael to clearly delineate the current mechanisms funding and argument why this proposed model of funding will improve clinical outcomes- Mark to ask ANZDATA for live donation data to get a picture of live donor transplantation within NZ	Nick/Fredric
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<p>- The development of a one year national audit perhaps using the CRRN template.</p> <p>Central Region IT Project: - Business case prepared by Central region, a group with NRAB and DHB reps are overseeing the project. Agreement is that the central region DHBs process be a model for other regions moving towards a regional IT system. The Central IT system could be the first of a series of interlinked systems enabling ease access to patient information from different regional areas by all.</p> <p>Next NRAB meeting is on 08/07/2011</p> <p>Item 5: Certification - One application received from ADHB shortlisted candidate for approval of provisional registration was tabled and board has approved to provide one year provisional registration</p> <p>Next BONENT examination date is planned on 1st October to include candidates recently employed by WDHB and ADHB. Total 5 candidates are expected to take up the exam. The exam host form and venue booking will be done in due course.</p>	<p>Nick</p> <p>All</p> <p>Fredric</p>
<p>Item 6: Re – certifications Next batch is due for recertification by end of July. Due date for submission of their folders by end of July 2011. Fredric will send notification to the members due for recertification.</p> <p>Auckland members will meet to recertify this group during second week of August.</p>	<p>Fredric/ All</p>



<p>Item 7: Financial</p> <p>Income and Expense:</p> <ul style="list-style-type: none"> - Balaji presented financial statements till end 15th June 2011. - All APC invoices for the period 1st July 2011-30th June 2012 were sent to individual members. - Board has approved the payment for invoice from website host. - Discussion around purchasing a printer for printing APC cards and MYOB software. It has been agreed to use the current methods and it will be reviewed in future. <p>Website Update:</p> <ul style="list-style-type: none"> - Member Log on, CEU Documents and Symposium Information has to be uploaded - Board has agreed to pay extra cost towards having NZBDP website on top 50 in search engines. 	<p>Balaji/Fredric</p> <p>Dannis</p> <p>Dannis</p>
<p>Item 8: Regional Technician Training</p> <ul style="list-style-type: none"> - There is a possibility have a 3 DHB (ADHB, CMDHB and WDHB) Auckland regional technician training programme in 2012. 	<p>Fredric</p>
<p>MIT Programme</p> <ul style="list-style-type: none"> - Dannis had meeting with 3 key MIT faculty members regarding the possibility of incorporating Dialysis Technician Programme with MIT. MIT wants a formal business proposal form the board regarding the training programme. Fredric and Dannis to follow up. 	<p>Fredric/Dannis</p>



<p>Item 9: Technician Practice Levels – Review</p> <p>No update, To be updated on the next meeting on the progress. At least to table one domain each time</p>	Dannis
<p>Item 10: Dialysis Technician Roles and Responsibility ADHB draft Document</p> <p>The roles and responsibilities document was reviewed and amended. The agreed amendments as follows:</p> <ul style="list-style-type: none"> - Working relationship with nurses and supervision & delegation - Introduction statement under medication administration in relation to accountability and responsibilities of tech scope. - Use of term/title professional leadership role consistently in the document and inclusion of professional leadership capacity person involvement in performance review. - A statement will be added which clearly states that this group is an independent self regulated profession and nurses' work along side does not take responsibility for techs action. This inclusion has been agreed as result of concerns raised by Emma on behalf of NAG renal group and their interaction/suggestions from nursing council. - Nick will amend these changes to the current document and Fredric to circulate it to the board members. <p>Inclusion of IV antibiotics and antibiotic intraluminal lock in this document was discussed. Included in the discussion also was the reflection/effect of this document pertaining to the roles of technicians in other DHBs. It was said that Technicians are not allowed to give antibiotics but only with the approval local DHBs that it can be given and the document will only specify the medications that are commonly used.</p> <p>There is disagreement among the board members.</p>	<p>All</p> <p>Nick</p> <p>Dannis / Shaiju</p>



<p>Item 11: Legal Status of Board HPCA bill & Proposed MOH endorsed Self regulation group Update</p> <ul style="list-style-type: none"> - As discussed under correspondence - It has been agreed to commence preparatory work towards “application for HPCA regulation” <p>Registration for incorporated society and not for profit organisation</p> <ul style="list-style-type: none"> - Fredric and Balaji met with an accountants and auditing presented the estimated for managing the accounts of NZBDP. Also to register NZBDP as incorporated society. The board has agreed to seek 2 more quotes and present it to the board for final decision. - In order to get registered as incorporated society, board has to start writing its constitutions, which is mandatory. 	<p>Fredric/All</p>
<p>Item 12: Symposium 2011 update</p> <ul style="list-style-type: none"> - Balaji presented the estimated costing for symposium which is around NZ\$ 14K. So far about 6K has been taken up by sponsors. - Board acknowledged contribution by CMDHB towards the symposium. - Frequency of symposium events was discussion. At this stage it has been agreed to continue as an annual event and will be reviewed post symposium. - Emma was invited to attend the symposium as a NAG representative in NZBDP. - Agreed to book a room at Waipuna Saturday the 27th Aug which will be used for board meeting and symposium purposes. <p>Venue : Waipuna Hotel, Mt. Wellington, Auckland Date : 28th August 2011</p>	<p>Balaji/All</p>



<p>Item 13: Review- Terms of reference and deputy chair The current TOR document was reviewed and changes agreed as follows</p> <ul style="list-style-type: none"> - Members details and term period was updated. - Unanimously agreed to extend the current chairman term to another 2 years effective October 2011. End term October 2013. - Deputy chair to be elected in October 2012. - In future deputy chairman will be elected during the last term year of current chairman. After one of being deputy chairman will serve as a chairman next three years.(total 4 years) - Advisory role will be reviewed. - Emma wants to step down as RSA NAG representative. Board will write to RSA NAG chair for replacement. - Treasurer role will go to Auckland members for practical reasons. - The statement under terms of membership” half of the board members standing down every two years will be removed. Board will write to the DHB seeking nomination for replacement and accept even the existing member is nominated again. 	
<p>Item : 14 General Business:</p> <ul style="list-style-type: none"> - Drew mentioned to Fredric about the dialysis tech vacancy advert at HBDHB during NRAB meeting. All members are encouraged to inform their DHB to use NZBDP web site for future adverts with no cost. As we have provision for this in our current web site. 	Fredric



Item : 15 Date, time and venue for next meetings	
Board Teleconference : Thursday 14 th July 2011 Time : 1400-1500 hrs	
Board meeting : Month : 27 th Aug 2011 time and venue to be decided	
Re-certification meeting : 2 nd week of August 2011	
Meeting Closed 1500hrs	