NURSING ADVISORY GROUP MEMBERS ON 14/05/2015

<table>
<thead>
<tr>
<th>NAME</th>
<th>REGION</th>
<th>EMAIL</th>
<th>TERM</th>
</tr>
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<tbody>
<tr>
<td>Rachael Walker</td>
<td>RW HBDHB</td>
<td><a href="mailto:rachael.walker@hbdhb.govt.nz">rachael.walker@hbdhb.govt.nz</a></td>
<td>1st term Chair 2014</td>
</tr>
<tr>
<td>Emma Marsh</td>
<td>EM Auckland</td>
<td><a href="mailto:emmam@adhb.govt.nz">emmam@adhb.govt.nz</a>, <a href="mailto:emmarmarsh@gmail.com">emmarmarsh@gmail.com</a></td>
<td>3rd term</td>
</tr>
<tr>
<td>Jill Rengatch</td>
<td>JR Northland</td>
<td><a href="mailto:Jill.Rengatch@northlanddhb.org.nz">Jill.Rengatch@northlanddhb.org.nz</a></td>
<td>1st term 2015</td>
</tr>
<tr>
<td>Mark Hodge</td>
<td>MH Midland</td>
<td><a href="mailto:Mark.hodge@waikatodhb.health.nz">Mark.hodge@waikatodhb.health.nz</a>, <a href="mailto:Hodge-m@hotmail.com">Hodge-m@hotmail.com</a></td>
<td>1st term 2013</td>
</tr>
<tr>
<td>Gillian Treloar</td>
<td>GT Midcentral</td>
<td><a href="mailto:Gillian.Treloar@midcentraldhb.govt.nz">Gillian.Treloar@midcentraldhb.govt.nz</a></td>
<td></td>
</tr>
<tr>
<td>Blair Donkin</td>
<td>BD Southern</td>
<td><a href="mailto:Blair.donkin@southerndhb.govt.nz">Blair.donkin@southerndhb.govt.nz</a></td>
<td></td>
</tr>
</tbody>
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1st term 2013

Wendy Cuthill - WC Christchurch  
Wendy.cuthill@cdhb.health.nz, mwv@paradise.net.nz.

1st term 2012

Janis Powell - JP Wellington  
Janis.powell@ccdhb.org.nz

02102393076

1st term 2013

Janisowell76@gmail.com

Sherryl Saunders-Dicks – Taranaki District Health Board

Sherryl.Saunders-Dicks@tdhb.org.nz

1st term 2015

Mohana Varughese – CMDHB

Mohana.Varughese@middlemore.co.nz

1st term 2015

AGENDA ITEMS:

Welcome and Apologies – Rachael welcomed group and Mohana as a new member representing Counties Manukau DHB to the meeting

Apologies from: Gillian Treloar, Mark Hodge, Emma Marsh, Jill Regnatch


Minutes from last meetings 14/05/2015 – already sent to group via email and posted on website. Accepted by group.
**Agenda Items**

1. **New secretary**—discussion had amongst group, as Jubeda was in this position previously the role of secretary is vacant. BD agreed to do this, decision endorsed by members present.

2. **Discussion of Membership Terms and meeting attendance**—At last meeting Rachael asked all members who are close to or passed the end of their term to discuss this within their own senior nursing team in their DHB whether there is someone within their DHB who is interested in representing their DHB on the NAG. This needs to be decided within the service and then the previous member should notify the Chair of NAG of the new member and give the new member a full handover from previous meetings. RW informed group that Amanda Lister (Waitemata Rep) has resigned from her position at WDHB and therefore NAG rep, she has had discussions regarding a new Rep and will let Rachael know once this has been confirmed.

3. **Meeting attendance**—It is noted that this meeting had poor attendance and Rachael emphasised that given there are only two meetings per year it is important that all members try to attend these meetings. The NAG has previously gone to extensive lengths to ensure that each DHB supports a position on the NAG and it is important that these meetings are attended. If a NAG member expectation to committed to meetings. As we have recently had a high turnover of members over the last year, the group discussed that it would be beneficial if all other members to remain on NAG for at least next meeting to ensure continuity.

4. **RSA (NZ Branch) Executive feedback**—GT updated NAG by teleconference at 11:00
   - Discussion prior to teleconference:
     - Question as to whether any new nominations received for RSA committee prior to AGM—none known of.
     - What plan is the plan if there are none?
     - What support they, Committee want / need from NAG?
     - Executive to feed back to Federal that conf. planning and organising requirements from Federal has slowed down the process and has meant later and fewer registrations.
     - Notes: no new nominations. Needing chair, sec/treasurer, educational role for future symposia, future directions forum member (this can be the chair as well or a sep. role).
Discussion during teleconference:
- GT has to resign due to conflict of interest being on Federal.
- Hoping for AGM volunteers – currently no contingency plan.
- Suggestion that as Auckland are holding conference in 2016, it may be timely for them to also form the committee
- New branch handbook on the website.
- Full report to be given at Conference AGM.
- There needs to be consideration about future of NZ renal nurse community education. Difficulties getting numbers for conf. and also noticeably reduced trade support for conference. A suggestion has been made that NZ conferences are held biannually.
- Another Board meeting in Nov to bring NZ Branch Committee under Federal RSA Board as other Aust. branches. NZ’ers join RSA Aust. NZ Branch of RSA does not have members and therefore is not / cannot be an Incorporated Society from a legal perspective. Biggest challenge is the financial organisation and banking aspects.

AP - BD to download Branch HB and embed into mins: response from RSA - The RSA does not have a member’s handbook that I am aware of. Elaine Trevaskis Renal Society of Australasia.

AP - RW to email Emma re AKL discussions being RSA NZ Branch committee for next two years

5. Knowledge and Skills Framework Survey discussions - RW
- 63 responses
- Survey results show nurses aware of NKSF but not being well used
- Difficulties is some feel it doesn’t align with the PDRP - this need to be addressed.

AP - RW to send out MW’s NNK&SF ppt. file and NAG members to re send to educators / PDRP coordinators / preceptors mentors
   Group discussed idea of cross referencing frame work to PDRP – RW to send this out for distribution as well

AP - RW – discussed whether educators are using the frame work as well
   CDHB using NNK&SF to develop CAPD assessor’s competency pilot prog. – to share with NAG.

6. NAG Focus – Discussed by group that NAG focus is increasingly involving sharing of resources, reviews of events, policies and practice and education and practice. Discussion that this is a good focus for NAG as well as advisory role. Discussion had about the best way to
facilitate this – Rachael will explore the concept of an “on-line document warehouse” which NAG controls but is able to be accessed by NZ Renal community to allow information sharing etc. and feedback to group.

7. **CKD Consensus Statement and MoH updates – RW**
   - CKD consensus statement and MoH update
     - Teleconference late Nov
     - Launch postponed launch in Dunedin TBA
     - No update at present.
   
   AP - JP to send info on Sublingual fentanyl - discussed last meeting

8. **NZ Renal Workforce Survey – Review Documents – RW**
   - NAG members to provide information with assistance of their management team
   - Review of questions many more added
     - Clarification of FTE role definition and breakdown
     - Average age
     - Workforce ethnicity
     - Incl. CPR (clinical physiologists renal) information
   - Results from survey for inclusion in the Std. and Audits report for 2016
   
   AP - RW to send to Fredric Doss (Renal Physiologist) and Chris Hood (Nephrologist) for feedback also
   AP - RW then to disseminate for final NAG review and then to be sent for completion

9. **NRAB Feedback - RW**
   - RW did not attend last meeting
   - Mins to be circulated with NAG mins
   - Organ donation bill – bill on compensation for live donors. NARB and KHNZ submissions for full compensation.
Other Business

10. Community assisted home harem model discussion
   • 6 CDHB full dialysis M/W/F
   • 1 cannulation support
   AP – BD add CDHB / SDHB criteria
   AP – WC to send BD CDHB criteria – to follow
   AP – BD Add in Dunedin data
     • *Dunedin have 5 patients receiving HCA support in Dunedin; 2 patients in Invercargill*
     • *Dunedin have 3 patients receiving EN support (1.4 EN FTE) in Dunedin and by 2016 there will be 6 patients receiving EN support from EN’s (3.0 EN FTE).*
   AP - WC to send to BD EN interview Questions

11. Increasing RSA Membership: Topic for discussion on how to increase RSA membership; involvement in RSA renal service or education fund or reimburse RSA memberships cost (WGTN / CHCH / others claim on CNE).
   Discussion re-education grants from companies as part of contracts and disparity in how these are managed and accessed by renal nursing staff. Need for equity and consistency.

   AP - All members of NAG to report back please to NAG on what education support they have access to and what barriers there are.
AP - BD to follow up on Baxter / Fresenius Grants and the criteria for which these were given.

12. World Kidney day
   - March 10 - focus on Police Force
   - Feedback on theme; T-shirts; having DLTC involved as well as
AP - JP to write something for NAG mins re Transplant
   - Key station is Manukau Hub
AP - JP to ask K G-F to send to Mohana
AP - BD to embed second email from C G-F

13. Chargeable dialysis – Discussion had on what units are charging for dialysis for holiday patients
   - DUD $750.00
   - CCDHB $550.00 + gst
   - CDHB $1920 gst incl
AP - Other NAG members to provide details of cost for chargeable dialysis.

14. Questions from WGTN Service for NAG :
   - UK / CDC guideline is that heat disinfect is all that is req. for machine following HIV +ve pt use. For pt. std. infection control
   - Legitimate to isolate the machine
   - Practice for VRE – re travel with other pts.
AP - NAG members to feedback Frequency of infectious serology testing
AP - NAG members to respond about freq. of testing for MRSA / VRE
At what weight do units convert adults to paediatric circuits / BFR / Dialysate flow: Tonya Kara (paediatric nephrologist advises approx. 35kg dep on volumes).

AP - BD to attach document from RW

15. Questions from CDHB
Request for Samoan docs for diet / fluid / haemodialysis /
- Try KHNZ (CCDHB / ADHB); KHA SDHB working on simplified Chinese – Blair to circulate

Action point summary:
- Individual and Group AP’s
  - RW work force survey – feedback and finalise questions
  - RW explore ways to proceed with NAG sharing forum
  - JP to look at collating resources

2016 meetings
- First meeting suggest 7/4/16 (14/4 had been considered but this clashes with an NZPD meeting sponsored by Baxter in AKL on that date).
  - Then discuss and decide second meeting date at the April meeting
- April meeting to be held at Middlemore
  AP – MV to book room once date confirmed