

ISTM Nurse Professional Group (NPG) Leadership Council
Thursday, 22 December 2011
Teleconference Minutes (Draft)

In Attendance:

Members:

Gail Rosselot, Chair
Lani Ramsey, Vice Chair
John Bosch
Claire Wong

Staff:

Diane Nickolson

Not in Attendance:

Briar Campbell
Cindy Rugsten
Nahoko Sato

The following is a consolidated record of the deliberations and actions of the ISTM Nurse Professional Group (NPG) Leadership Council during the session described above.

Welcome

The call began at 5:03 pm US Eastern Time. Gail Rosselot welcomed everyone to the teleconference and thanked them for making themselves available during this busy season. Ms. Rosselot noted regrets from the members who were unable to attend, and promised to keep the call to 60 minutes or less.

ISTM Executive Board and Leadership Teleconference Report

Ms. Rosselot provided a brief overview of the items discussed during the December teleconference, including:

- Planning is well underway for the CISTM13. All ISTM members are encouraged to submit proposals, and she hopes many nurses will do so.
- The ISTM is implementing a search for a new Secretary-Treasurer, since Dr. Freedman's term concludes in 2013.
- The Professional Education Committee is planning to begin the production of travel medicine webinars.
- The Pharmacist Professional Group is requesting an amendment to its charter (to be discussed later during this call).

CE Task Force

Ms. Rosselot reported the results have been circulated, and an executive summary will be distributed shortly. The results indicated there was one poorly worded question that requires clarification regarding the need for nurses to only maintain a log of their CE activities. Ms. Rosselot noted that many nurses must keep a log, but then when audited need to provide the details of their activities, which may require formal CE certification. This follow-up question should have been added in the survey.

Ms. Rosselot reported the survey results clearly demonstrated a strong desire and need for formal nursing CE be available for all applicable ISTM programs and projects. The Task Force is working on the proposal to be submitted to the ISTM Executive Board to be considered in time for the CISTM in 2013, and the council should look for a preliminary report shortly after the first of the year.

Website Page

John Bosch reported that a new biography for the Nurses around the World feature is in development and should be posted soon. He suggested that the results from the older NPG survey conducted last year as well as the results of the recent CE Survey be posted on the website page.

Ms. Rosselot reported that she plans to send another update to the full NPG by email, recapping recent activities and the results of the CE survey conducted. In that email she will direct the members to the NPG website page, and the NewsShare NPG articles.

Dublin NECTM Program

Claire Wong noted the planning for the NECTM program in June is well under way and nurses are encouraged to attend. The deadline to submit abstracts for the meeting is 29 January. There are plans for a special nurse's session prior to the start of the main conference, and a buddy system is being put into place for the meeting. There are also plans to hold Knowledge Exchange Sessions, which are interactive educational sessions structured with a max of 15-10 delegates and one presenter on one focused topic for 15 minutes. These sessions will be set up as stations and delegates will move to onto a different station every 15 minutes. Ms. Wong noted that sponsorship support for the meeting is healthy.

Continuing Professional Development Committee

Ms. Rosselot reported that the committee is in the process of detailing the renewal requirements for the CTH program. As the nursing representative she has been closely involved in all of the discussions. As the discussions continue and the details become more tangible, she will circulate it to the leadership for comments.

Pharmacy Professional Group

Ms. Rosselot reported outreach from the ISTM Pharmacy Professional Group (PPG) regarding a recent proposal to amend its charter they have placed before the ISTM Executive Board. The PPG is asking the NPG to support an addition to its charter to advocate for the pharmacists role in providing immunization and pre-travel care services. Discussions regarding this request included:

- This request needs to be carefully considered
- Pre-travel care service is much more than immunization
- How would there be a guarantee that there would be appropriate training of the pharmacists to do this?
- There should be some criteria identified before NPG could endorse this.

January 2012 NewsShare Article

Ms. Rosselot reported the January NPG NewsShare Article is being finalized and will cover the recent CE Survey results, upcoming meetings and current activities.

NPG Leadership Plan

Ms. Rosselot noted she circulated the leadership plans from each of the ISTM groups recently to the council. An important goal for 2012 is for the NPG to review its current plan and consider revisions to propose to the ISTM EB, specifically regarding the timing of elections and the makeup of the council.

2012 Activities, Plans and Goals

Ms. Rosselot asked the council to consider and suggest 2012 goals and activities for the NPG.

Comments/suggestions included:

- Identify new educational/teaching opportunities
- Begin a blog
- Establish a mentoring program
- Establish a different list serve other than travel med
- Increase communications to ISTM nurses

Ms. Rosselot will also raise this in the next communication to the full NPG membership, and their ideas will be solicited and gathered for discussion.

Upcoming Teleconferences

Ms. Rosselot noted that the next ISTM Executive Board Teleconference is scheduled for late February, and the NPG is on the agenda for that call. There is also a teleconference scheduled in late January for all of the Chairs of the various ISTM Professional and Interest Groups to gather and discuss their projects, plans and challenges. She plans to discuss the various group leadership plans during that call.

Conclusion

Ms. Rosselot thanked everyone for attending and participating in the teleconference. She stated that she is honored to work with the Council Members, and looks forward to continuing their activities into 2012. The call ended at 6:09 pm US Eastern Time.

Action Items

1. The NPG CE Task Force will circulate a draft proposal shortly after the first of the year.
2. There will be a new biography added to the NPG Website Page Nurses around the World.
3. The Executive Summary of the CE Survey and of the 2011 Survey will be added to the website.
4. Ms. Rosselot will send an all member email in January.
5. Ms. Rosselot will circulate the new requirements for the CTH renewal when available.
6. The NPG Article for the Jan NewsShare will be submitted.