

Northern Territory Branch Meeting Minutes



Date: 30 November 2015

Time: 1700hrs

Venue or Dial in Codes: Remote on-line access via teleconference

Landline dial in: +61 2 8090 8323

Toll-Free dial-in: 1800 064 762

Conference Room ID: 303 771 193

Previous Minutes: 24 September 2015 **Accepted:** Jan Stevenson **Seconded:** Gregory 'SoLi' Solomon

Agenda				
Item #	Agenda Item	Outcomes	Actions	Timeframe
1.0	Welcome, Attendees, Apologies, Previous Minutes	<ul style="list-style-type: none"> • As above. 	N/A	N/A
1.1	Attendees	<ul style="list-style-type: none"> • Gregory 'SoLi' Solomon (Chair), Caroline Cook, Jillian Richards, Jan Stevenson, Michelle Walding, Cherie Whitbread, Deepa Ariarajah, Kerri Rankin, Alyce Rees, Patricia Woolven, Sharon Johnson, Gaynor Garstone, Vongayi Majoni. 	N/A	N/A
1.2	Apologies	<ul style="list-style-type: none"> • Leanne Kuchel, Teresa Laird, Vivienne Prestidge, Chrissie Inglis, Coralie Cross, Andrea James, Jennifer Wyllie, Annette Hodgson-Taylor, Glynis Dent, Shirley Ann Bailey, Gwyneth White, Sarah Griffin. 	N/A	N/A
1.3	Minutes of last meeting	<ul style="list-style-type: none"> • Nil amendments required. 	Nil	N/A
2.0	Update on NDSS projects	<ul style="list-style-type: none"> • Toni Rice, Project Officer, ADEA NO presented an update on the past and present NDSS projects in place. These included: <ul style="list-style-type: none"> ○ Update on six information sheets (formally known as 'position statements'): Understanding HbA1c Measurements and Reports; Use of Blood Glucose 	<ul style="list-style-type: none"> • Toni to send information on the ADEA produced NDP and NDSS projects to Caroline. 	<ul style="list-style-type: none"> • ASAP

		<p>Meters; Capillary Blood Lancing Devices in Healthcare Settings; Person Centred Care; Health Literacy for people with diabetes; Australian Credentialed Diabetes Educators and Prescribing of Insulin and Glucose Lowering Agents</p> <ul style="list-style-type: none"> ○ Update on two online learning modules, including an update on the theory and inclusion of video links; discussion regarding the introduction of a small charge to access some of these modules (refer to ADEA website for current available courses) ○ ‘Person Centred Care’ project: includes a webinar, consumer stories “stories from the frontline”, various resources, and a person centred care toolkit that is in the final stages of approval (refer to ADEA website for further information) ○ This year’s project involves updating the information sheet /position statement on the principles and frameworks of educating people on insulin pump therapy ○ Brief update on Louise Gilmore’s project under the NDSS National Development Program. This involves a Natural Disaster Planning Program incorporating “My Diabetes Emergency Plan” and guidelines for CDEs and practice nurses for diabetes management during and after a natural disaster 	<ul style="list-style-type: none"> • Caroline to circulate to members. 	
3.0	ADEA NT Master Class Update	<ul style="list-style-type: none"> • Organising committee member Cherie Whitbread informed members that the Master Class will hopefully be held early in 2016, most likely March. • SoLi on behalf of organising committee member (finance officer) Leanne Kuchel updated members on key developments and communications with Katy Robinson (ADEA NO) so far including: 	<ul style="list-style-type: none"> • Organising Committee members due to meet. 	<ul style="list-style-type: none"> • Ongoing

		<ul style="list-style-type: none"> ○ Possibility of visiting paediatrician Endocrinologist from Brisbane to be utilised ○ Likely minimal costs to members due to only being half a day ○ Possibility of making the Master Class accessible to other states via video link but general consensus amongst members that it should remain local as it will be a relatively small and simple session 		
4.0	2016 Meeting Dates	<ul style="list-style-type: none"> ● Caroline asked members if they had a preference for Branch Meeting dates for next year. ● Agreed to continue with current arrangement of alternating between Monday and Thursday quarterly meetings to optimise numbers of attendees. ● First meeting to commence February 4th 2016. ● Caroline to chair the meeting as SoLi will be on leave. 	<ul style="list-style-type: none"> ● Caroline to circulate 2016 meeting dates to members and to ADEA NO as requested. 	<ul style="list-style-type: none"> ● ASAP
5.0	ADEA NT Credentialling Officer Update	<ul style="list-style-type: none"> ● Caroline informed members that Sharon Johnson has been accepted as the ADEA NT Credentialling Officer. Sharon was congratulated on her new role. 	Nil	N/A
6.1	Business without notice – Insulin administration by paid and unpaid carers	<ul style="list-style-type: none"> ● Caroline informed members that ADEA NO are requesting information on insulin administration by paid and unpaid carers and how they are educated. ● One member suggested contacting Healthy Living NT for their position statements on this frequently discussed issue. ● SoLi advised that the CDEs at ASH only educate family members who are the carers. ● One member mentioned that there are known training courses for carers to administer insulin. 	<ul style="list-style-type: none"> ● Caroline to contact Leanne Kuchel requesting position statements from Healthy Living NT to forward on to ADEA NO if appropriate. 	<ul style="list-style-type: none"> ● ASAP
6.2	Business without notice – Members' contact details	<ul style="list-style-type: none"> ● One member asked if the contact details of the NT Branch members could be disseminated so as to clarify roles and locations of members. 	<ul style="list-style-type: none"> ● Members to action as they desire; Caroline to 	<ul style="list-style-type: none"> ● 2 weeks

		<ul style="list-style-type: none"> • SoLi clarified that this would be a breach of ADEA privacy policy. He suggested that those members who have attended this meeting and wish to have their contact details exposed to send an email to adeant@adea.com.au (attn: Caroline). 		
6.3	Business without notice – Michele Robins, Diabetes Nurse Practitioner visit to Alice Springs	<ul style="list-style-type: none"> • Sharon Johnson informed members of an upcoming visit to Alice Springs by Michele Robins, Diabetes Nurse Practitioner from Northern Hospital in Melbourne. • Visit confirmed for 1st-4th February 2016. • Michele will be hosting a number of workshops on the “Art of Medication Management”. • Event is sponsored by MSD. • Members invited to attend or possibly dial in via teleconference if possible. 	<ul style="list-style-type: none"> • Members to contact Sharon if interested in accessing the workshops. 	<ul style="list-style-type: none"> • Nil

MEETING CLOSED: 1740hrs

NEXT MEETING: Thursday 4th February 2016