

MINUTES
IPAC-Ottawa Region Meeting
2016-02-11

1.0 Call to order at 9:00.

1.1 Minutes for December 2015 approved by Suzanne and Pat.

2.0 Business Arising – Sam MacFarlane

2.1 Sam extended thanks to the following outgoing executive committee members for their hard work and dedication to making this chapter a success: Suzanne Rowland, Angie Wigmore, Nancy Todd-Giordano, and Katherine DeFalco.

The 2016 executive committee was introduced:

President – Sam MacFarlane

Secretary – Shelley Hudson

Treasurer – Angie Wigmore

Membership – Annie Lord -Stephens

Education Coordinator(s) – Donna Perron and Donna Baker

Webmaster – Pat Bedard

Past President – Suzanne Rowland

2.2 CIC Success – In 2015, Bev Brown, Philippe Fournier, Cheryl Smith successfully completed their CIC. Congratulations were extended to them all during the meeting.'

2.3 IPAC OR Website

Pat highlighted that the webmaster can now post directly to the IPAC OR website. IPAC OR meeting minutes and agendas are posted and can be accessed through the link on the IPAC Canada website (username IPAC OR and PW is 2014).

3.0 IPAC Canada

3.1 Chapter President Report – Sam attended the Chapter Presidents orientation February 2, 2016

3.1.1 IPAC Canada collaboration

- With AMMI Canada, Accreditation Canada, PHAC, SPDI
- Co-lead in the National Integration Patient Safety Action Plan whose goal is measurement and surveillance
- Ongoing communication with the Canadian Nurses Association regarding recognition of IPAC as a nursing specialty and cross recognition of the CIC exam
- CBIC
 - CIC prep workshops will be added to the IPAC Canada conference
 - The French exam is now available
 - Discussion continues on remote testing
 - Met with CBIC and APIC to promote certification

3.1.2 Board Activities

- Engaged Impact Public Affairs of Ottawa to assist with increasing media communication awareness of IPAC Canada (IPAC &ICPs) at the Federal level
- IPAC Canada website revitalization – better search engine, user friendly, mobile device friendly and will allow chapter webmasters to do their own posting.
- Proposal in review for “Audit Tool App” allowing members to use IPAC Canada audit tools on their mobile device
- The board is reviewing the first draft of the mentorship program handbook. The membership committee is currently developing a process for application to the program and evaluation. Educational webinars will be part of the 2016 launch of the mentorship program.
- Core competencies for HCW have been sent to chapter membership for comment. Comments have been collected and Sam will forward your feedback to the Board.
- A Chapter Council has been struck to increase communications between chapters. There are 6 representatives in 2 year terms. The TOR for the Council is in development and will be sent to the Chapter presidents in the near future. This will give chapters a process/voice to move chapter concerns and offer recommendations.

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5.0 Executive Team Report

5.1 Treasurer Report – Angie Wigmore

The Draft 2016 budget was presented and accepted with some changes

5.2 Membership Report – Annie Lord-Stevens – Awaiting hand-off from Nancy Todd-Giordano who is away

5.3 Education Report – Donna Perron, Donna Baker

Options are being explored for future speakers

Please forward any recommendations to the team

Anyone presenting at IPAC Canada conference is asked to present briefly at the June meeting

We are now able to use webinars rather than OTN, so we can access speakers from out of town

OTN webinars and some Webber webinars are archived

5.0 Interest Group Reports

Reports were heard from interest groups. Full reports are available on the IPAC Canada website http://www.ipac-canada.org/Members/members_interest_groups.php. Please note that members can be added to the distribution lists for any of the meetings by contacting Kelly Wagner at admin@ipac-canada.org

- Community Health Care Interest Group - Catherine Richard
- Dialysis Interest Group - Colleen Weir
- Environmental Hygiene Interest Group - Natalie Bruce
- Healthcare Facility Design and Construction Interest Group - Claude Bussière
- Long Term Care Interest Group - Johelle Cronier
- Mental Health Interest Group - Janet Evans
- Network of Networks Interest Group- Katherine DeFalco
- Oncology Interest Group- Nimo Mohamoud
- Paediatric & Neonatal Interest Group- Judy Dennis
- Prehospital Care Interest Group- Suzanne Rowland
- Reprocessing Interest Group – Donna Perron
- Surveillance and Applied Epidemiology Interest Group- Josée Shymanski

6.0 Standing Committee Reports

6.1 Education – N/A

6.2 Membership – Annie Lord-Stevens is the Canadian Chapter contact

6.3 Standards and Guidelines – N/A

7.0 Round Table Discussions

During the round table there was a discussion about the IPAC requirements for equipment that reprocesses other equipment. Beverly Brown highlighted that there is a guidance document available from Health Canada. The entire document will be sent out with the minutes.

Guidance on the Risk-based Classification System for Non- In Vitro Diagnostic Devices (non-IVDDs)

Rule 13: A medical device that is intended to be used for

(a) disinfecting or sterilizing blood, tissues or organs that are intended for transfusion or transplantation is classified as Class IV; and

(b) disinfecting or sterilizing a medical device is classified as Class II

8.0 Education Session “Crashing Into Prevention: Preventing an IPAC Lapse Scenario” was presented by Brenda MacLean Program Manager of Communicable Disease Control and Outbreak Management at Ottawa Public Health.

Meeting Adjourned

Next Meeting April 14, 2016