

**MINUTES**  
**IPAC-Ottawa Region Meeting**  
**2016-04-14**

**1.0** Call to order at 9:00

**1.1** Minutes for February 11, 2016 approved by Suzanne and Claude

**1.2 Business Arising:**

Round table introductions

**1.3 Chapter President Report:**

- IPAC Canada Conference May 15-18
  - IPAC OR membership has 1 presentation and 2 posters accepted
  - Action: Submit requests for funding to attend the conference to Sam
  - Saturday May 14 is the Interest Group pre-conference day
    - Action: Send Sam an email to have your interest group covered if you are the rep and unable to attend (some groups will be available by teleconference)
    - Action: Suzanne will advise when the day's timetable is available
- There is a *Learning Objective Repository* on the IPAC Canada site where information (PPTs, tools, etc.) will be posted for a 2 year period
- CNA is considering IPAC as a nursing specialty and they need their membership to support this initiative, so IPAC Canada is encouraging members to join CNA. Action: Sam will follow-up with IPAC Canada for more information re. an education program to support this initiative; value added if you already have a CIC, etc.

**2.0 IPAC OR Banner:**

- The chapter has budgeted to purchase a new banner with the name IPAC OR
  - Action: Cheryl Smith will be the lead on this initiative; to start mid-June

**2.1 Survey:**

- The chapter would like to attract new membership and engage current members. A survey to assess member needs and gather information about barriers to attendance, etc. has been started by Katherine Defalco. Once it is finalized by the executive, it needs to be reviewed by an evaluation specialist.
  - Action: Josée will take the lead with Donna P's support to finalize the process and send the survey out after the June meeting

**2.2 CIC Pins Policy:**

- The CIC PIN policy was updated by Suzanne and approved by the executive. It was circulated during the meeting and will be attached to the minutes for comment from the membership
  - Action: Send comments about the policy to Suzanne Rowland
- CIC Information:
  - IPAC Canada hopes to have the French recertification exam ready within 5 years, so it will be available to those writing the French exam this year
  - CBIC runs test CIC questions on their Face book page
  - There is a CBIC CIC prep series available from APIC for \$250
  - Resources are available from the RICN for CIC prep
  - Action: If you are interested in a CIC study group in preparation for the exam, let one of the executive members know
- Novice ICP Course available through IPAC Canada and the chapter is wondering if the webcasts can be purchased for use by the members
  - Action: Donna P will research

**2.3 Webber Meeting:**

- There will soon be an option to use "Webber Meetings" for Chapter meetings instead of OTN. This option will allow easier access for members at their own computers.
  - Action: Sam will follow-up with IPAC Canada

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**3.0 Executive Team Report**

**3.1** Treasurer Report – Angie Wigmore (absent)- report not available

Action: If there are any questions about the balance of the budget, forward it to the executive

**3.2** Membership Report – Annie Lord-Stephens – Membership is stable at ~ 91

**3.3** Education Report – Donna Perron, Donna Baker(absent)

June Meeting will be a synopsis and report from this year’s conference

Fall –Jeff Smith to speak about N95 vs. mask research

Options are being explored for future speakers, so please forward any recommendations to the team

**3.4** Webmaster – Pat Bedard (absent) – report not available

\* Action: Request from the Executive Team for members and Interest Group Members to forward a report from your portfolio to Sam or Shelley if the member cannot attend the meeting

**4.0 Standing Committee Reports**

**4.1** Education – Natalie Bruce

**4.2** Membership – Annie Lord-Stephens is the Canadian Chapter contact

**4.3** Standards and Guidelines – Joan Cunningham

**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](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](mailto:admin@ipac-canada.org)

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

**6.0 Infection Control Partner Reports**

**6.1** PIDAC Subcommittee – Catherine Richard

○ Working on:

- Environmental best practice document; literature review of antimicrobial surfaces showed a lack of good research
- Cleaning, disinfection and sterilization of duodenoscopes – sent out for comment
- Ophthalmology – looking at a specific document for practice
- Dialysis – needs assessment sent out
- CPE – considering adding it to the reportable CD list
- IPAC for Clinical Office Practice - top 5 recommendations done in conjunction with CPSO – posted on PHO website

**6.2** CICN – Laura Fraser was introduced to the group. Laura has moved from the Windsor office

○ Report:

- PHO has posted Construction and Renovation tools on their website

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- Report on VRE screening and management – PHO best practice recommendations are to continue screening –
  - Action: Laura will send out the report to membership
- Antimicrobial Stewardship webpage has tools available which can be adapted to LTCF settings
- Community reprocessing modules online – foundational – certificate NOT certification
- PHO refreshing IPAC groups

**7.0 Round Table Discussions**

- Sabrina Chung from Health Canada is looking for an ICP (CIC) to help with Donning and Doffing of PPE for Ebola refresher
- A reminder that Eastern Ontario is having an Education Day Friday June 3<sup>rd</sup> (Flyer sent with previous minutes)

**8.0 Education Session**

Zika Virus: The then, the now and what comes next? Dr Gary Victor

Meeting Adjourned

Next Meeting June 9, 2016