

CoNNO Secretariat Report for October to April 2011

Secretariat Team

The CoNNO Secretariat team is based at the Federal Office of the ANF in Melbourne. The hardworking team consists of Anastasia Shianis, Administrative Assistant to the Professional Team. Anastasia organises CoNNO Council and members meetings, attends to agendas and minutes, maintains CoNNO files, coordinates email traffic and accommodates the many requests of CoNNO Council and members. Elizabeth Foley, ANF Professional Officer works with the Secretariat in a Project Officer capacity, drafting documents and providing input into reports and submissions. Barb Hughes, ANF Finance Officer maintains accounts, financial records and prepares balance sheets for Council. Krista McClelland and Kristy Male, Federal Graphic Designer and Administrative Assistant to the Communications Team provide IT support, format reports, submissions and surveys and along with Anastasia, maintain the CoNNO website. Many thanks to the Chair, Council and Secretariat team for their hard work.

Council elections

The newly constituted CoNNO Council commenced following the CoNNO member meeting on Friday 8 October 2010. Council members are: Helen Gosby (Australian College of Nurse Practitioners); Belinda Caldwell (Australian Nurse Practitioners Association); Robyn Coulthard (Congress of Aboriginal and Torres Strait Islander Nurses); Julianne Bryce (Australian Nursing Federation); Kim Ryan (Australian College of Mental Health Nurses); Tracey Osmond (The College of Nursing); Lyn Hinspeter (CRANApus); Maryanne Craker (National Enrolled Nurses Association); and Debra Cerasa (Royal College of Nursing, Australia).

Following the October member meeting, CoNNO Council met and conducted an election for the appointment of the new Chair and the Deputy Chair. Kim Ryan (Australian College of Mental Health Nurses); Tracey Osmond (The College of Nursing) were re-elected as the Chair and Deputy Chair, respectively, unopposed. The CoNNO Council meets face-to-face twice a year and via teleconference twice a year.

Action items from October 2010

There are no outstanding items from the October 2010 CoNNO Meeting.

Correspondence

The CoNNO Secretariat has circulated emails relating to conferences, media releases, meetings, newsletters and projects to CoNNO members for their involvement, information and further circulation to their respective membership.

CoNNO Council

CoNNO Council met face to face on Tuesday 1 March 2011 in Melbourne. Topics for discussion at this full day meeting included: the April member meeting; results of the mentoring survey; the Governance online education unit; review of the strategic plan; factsheets; the financial sustainability survey; and the budget. The CoNNO Council are the Steering Committee for the National Nurse Credentialing Framework Project. The Project Consultants gave a report on the progress of this project at the meeting.

Representing the national interests of nurses in all sectors of the health profession

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Website

The CoNNO website was completed by Wildtribe Designs in December 2010 and the upload by the domain host, Web Central occurred in January 2011. The new website went live on 7 February 2011. I would like to formally acknowledge Anastasia Shianis, ANF Administrative Officer – Professional on behalf of the CoNNO Secretariat for her incredible dedication and hard work assisting with the detailed redesign that has resulted in a much improved platform. Anastasia will continue to be responsible for CoNNO website administration and maintenance.

Governance online education module

External consulting group Australian Health Consulting was successful in securing the tender for the conversion of the current CoNNO Governance Standards and Toolkit documents to an on-line learning unit. Due to ill health of the Consultant this work was not completed by the end of 2011 as planned. Work is continuing on the development of the unit. Additional graphics and content is still to be added. The Governance On-Line Learning Unit will be completed in July 2011.

Mentorship survey

The CoNNO Secretariat in conjunction with the CoNNO Council developed a Mentorship Survey which was circulated to members in September 2010. Sixteen responses were received. CoNNO Council considered the survey responses at their face to face meeting held 1 March 2011. At this meeting, the Chair Kim Ryan undertook to provide a report to the CoNNO membership at the CoNNO meeting on 1 April 2011.

National Nurse Credentialling Framework

Funding was provided in July 2010 for CoNNO to undertake a 12 month project to develop a national framework for CoNNO organisations wishing to offer nurse credentialling programs. The aims of the project are to: undertake a national and international literature review relating to Credentialling; review the NNO 2004 Principles for the Credentialling of Nurses; formulate National Credentialling Standards; and develop a Resource Toolkit. Appointment of the project consultants occurred in late November 2010. Draft documents were circulated for consultation with the CoNNO member organisations during the months December to April. This process has sought to revise the principles and develop the standards and criteria for the framework. A workshop for the Project will be held as part of this meeting. Consultation on the draft documents will be completed mid June and the resource toolkit finalised in July 2011. CoNNO will provide the final report on the project at the end of July 2011.

Budget and funding

The CoNNO Secretariat prepared and provided the budget for CoNNO Council for consideration at the meeting held 1 March 2011. The CoNNO Secretariat will submit a funding proposal for the next 12 months in May 2011. The final report to DoHA for the 2010/11 funding round will be submitted in July 2011.

Julianne Bryce
ANF Senior Federal Professional Officer
CoNNO Secretariat

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