

**Independent Practice Nurses Interest Group IPNIG Minutes
Annual General Meeting AGM**

Nov 21 2013 4:00 pm to 7:30 pm - by Bell Conference Call

Dec. 12, 2013 - Planning Team Meeting

IPNIG Executive Present: Lynne Browning, Ruth Volpato, Ruth Ruttan,

Arnie Alice, Jana Bartley Jennifer Desmond and Jill King

Absent: Members:

Agenda Item	Discussion and Resolution
<p>1. Introduction</p> <p>Welcome to IPNIG Members</p> <p>Minutes IPNIG AGM 2012 approved</p> <p>Discussion past year of IPNIG Activities</p> <p>Lynne Browning</p> <p>Chairperson</p> <p>IPNIG End Goals accomplished 2012 - 2013 <i>End Goals: are permanent and used to measure the outcome of IPNIG activity</i></p> <ul style="list-style-type: none"> • Promote to the community a greater awareness of the independent Private Practice nurse highly diversified nursing care service and their ability to guide a client to good health • To network, lead and participate in political action and public education for utilization of the full capabilities of Independent Private Practice Nurses 	<p>Meeting officially commenced. No IPNIG members joined the IPNIG AGM by Bell conference call.</p> <p>Minutes AGM Nov 2012 accepted - Ruth Volpato</p> <p>IPNIG's last year activity asked the public:</p> <p>Do you know that registered nurses work in private independent practice?</p> <p>Do you know the diversity of nursing services independent practice nurses provide?</p> <p>IPNIG hosted an open forum panel presentation March 5th 2013 for a group of university women. IPNIG asked their questions. They learned in discussion the public had very limited knowledge of the diversity of work Registered Nurses perform.</p> <p>Two other presentations spoke of the diversity of IPNs work"?</p> <p><u>Foot Care Conference</u> Exhibit booth September 27, 2013 - Ruth Volpato presented</p> <p><u>IG Chairs Meeting</u> September 27, 2013. Jana Bartley presented Independent Practice Nurses nursing practice profile.</p> <p>The goal for the upcoming year's activities</p> <ol style="list-style-type: none"> 1. Obtain from the members written descriptions of their practice, 2. Perform a survey of members needs 3. Host a 'Think Tank' forum for registered nurses and general public to discuss their full nursing capabilities, needs of health care by the public and how to utilize the diversity of registered nursing services.

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<p>2. Membership Report</p> <p>Change in fees</p> <p>Open Letter of Membership Benefits</p> <p>Professional Practice Insurance</p> <p>IPNIG Membership</p> <p>Recruitment & Retention</p> <p>Jill King</p> <p>Membership Leader</p>	<p>IPNIG Membership past year - 453</p> <p>IPNIG increased annual fee for 2014 to \$35.00. Students are free</p> <p><u>Open Letter</u> to all RNs posted on IPNIG website shows the many membership benefits</p> <p>The open letter indicates RNAO Professional Practice Insurance PLP received approval that it meets the MOH requirements. Agreement was made by the IPNIG executive to further investigate the need for PLP or for an insurance policy in the person's name. Also the effect on all registered nurses who now must obtain the required insurance</p> <p>Goal for IPNIG is to increase membership number in next 2 years to 1000 members. Currently, there are many terminations of RNs, which has led to an increase in interest in IPNIG.</p>
<p>3. Financial Report</p> <p>November 1, 2012 – October 31, 2013</p> <p>Year End Balance</p> <p>Year End Report to RNAO</p> <p>Estimated Fee Income</p> <p>Ruth Ruttan and Jill King</p> <p>Financial Leaders</p>	<p>IPNIG executive received a balance statement on IPNIG year financial activity November 2012 to October 2013</p> <p>Accepted as presented - Lynne Browning</p> <p>The active account has sufficient start-up funds for IPNIG new fiscal year starting Nov 1, 2013. The sum in the Money Market account was noted.</p> <p>The IPNIG ensure the bank account papers were in good order. An additional signee was added to the bank account.</p> <p>Estimated incoming membership fees $\\$35.00 \times 400 \text{ members} = \\$14,000.00$ Students are free starting this year.</p> <p>The major IPNIG expenses 2013: website revisions, marketing posters (design and print production), open forum, conference exhibitor registration and RNAO Meetings / transportation.</p>

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<p>4. Professional Practice</p> <p>New IPNIG Marketing Image</p> <p>IPNIG – Posters - Banners</p> <p>IPNIG New Image ... click here</p> <p>Website Revisions</p> <p>Write Your Professional Nursing Profile click here</p>	<p>IPNIG has a New Marketing material for exhibitions displays!</p> <p>IPNIG created a new image to depict the IPN role. IPNs are Health Advocacy for their Clients and Navigate the Health Care System for client's health care needs.</p> <p>Favorable comments made by IPNIG executive,</p> <p>The IPNIG website has been totally revised with pertinent valid and viable research material and self help education resources for IPNs to use in their daily work practices.</p> <p>IPNIG requests their members to write their particular nursing practice profile.</p> <p>See the "How to" guidelines posted on the website professional practice website page Guidelines to get you started ... more</p> <p>The "nursing profiles" will be compiled into a reference manual to be used to distinguish the diversity of Independent Practice Nursing services. ... more</p> <p>Executive deemed this "brilliant way" to let the general public, politicians and colleagues know the diversity of nursing services performed by independent private practice nurses.</p>
<p>5. IPNIG Research Project 2014</p> <p>Best Practice Guideline Tool Kit Independent Practice Nursing</p> <p>Valid and Viable Research</p> <p>Self Help Education Resources posted on IPNIG website</p>	<p>Best Practice Guideline Tool Kit for Independent Practice Nursing</p> <p>All IPNIG members asked to contribute research on their particular nursing practice.</p> <p>IPNIG Research Project</p> <ol style="list-style-type: none"> 1. To collect IPNs professional practice profiles to show the diversity of independent practice nurse work to publish in a Reference Guideline Manual 2. To provide BPG viable nursing practice evidence to assist independent practice nurses to validate their nursing practice with BPG <p>The BPG research scheduled as a 2015 project - Seconded Arnie Alice. Project leader TBD</p>

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<p>6. Education Project</p> <p>Self Help Business Start Up Tool Kit</p>	<p>The discussion determined to go ahead in 2014 with the Self-Help Business Start Up Tool Kit</p> <p>Step #1 IPNIG membership survey to determine the Business Start-up needs for their members</p> <p>Step # 2 Member survey to ask the most prominent needs for business strategy for legal, insurance, advertising, professional insurance incorporation. The survey will be sent to each member first part of the year.</p> <p>Members are asked to volunteer their help to write their practice profile. Education</p> <p>Leaders for the business practice Tool kit from IPNIG executive: Jana Bartley, Tessa Davy</p>
<p>7. Policy, Practice and Political Action</p> <p>Proposal for "Something Happening Here": symposium</p> <p>End Goal: Promote the nursing profession within the four domains of nursing, i.e., People, Health, Environment and Nursing - PHEN ... click here</p> <p>End Goals</p> <p>"health care where they live, work and play!" Primary Health Care Principles PHC <i>What is PHC! Definition Primary Health Care</i></p> <p>Advance the awareness of the professional nursing profiles of the diversity of independent practice nurses scope of practice</p> <p>Promote essential primary health care services delivered to community clients to promote, prevent and protect the public from further deterioration of their health. Recognition that Independent Practice nurses health care services treat a wide variety of primary health care problems.</p>	<p>IPNIG discussed pros and cons for a 'Think Tank' symposium of registered nurses and the general population. The project was deemed a very large undertaking. Decision deferred to December.</p> <p>IPNIG supported the proposal made to nursing colleagues at IG chairs meeting Sept 27, 2014 to join in an open forum session at Blue Mountain Collingwood Resort May 9th and 10th, 2014.</p> <p>The other interest groups chairs were in favour and wanted details.</p> <p>Discussion: Target audience would be registered nurses and general population. Attendees to include and RNs, public health, media, lobbyist, health care advocates and political health care critics. Hopefully to attract the younger new graduate nurses and the 55 + crowd.</p> <p>By combining our efforts with colleagues to a 'Think Tank' public forum we could collect specific "health care" information:</p> <ul style="list-style-type: none"> • Identify health care needs of the public? • Describe nursing capabilities? • Outline diversity of nursing services? • Health care system disconnect? • Health care system reconnect? <p>Decision to proceed with Think Tank event delayed to December 12, 2013 for the Planning Team Meeting.</p> <p>Planning Team: Lynne Browning, Ruth Volpato, Jill King, Arnie Alice, Ruth Ruttan, Jana Bartley, Tessa Davey (member volunteer) and Champion Advisor Gail Courneyea</p>

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<p>8. Networking</p> <p>Local Monthly Meet Ups</p> <p>IPNIG Members</p> <p>Other Interest group Members</p> <p>Registered Nurses</p> <p>Health Care Professionals Groups</p> <p>Across Ontario using virtual webinar</p>	<p><u>Meet Ups</u></p> <p>IPNIG will jointly sponsor with nursing colleagues monthly "Meet Ups" to network with all registered nurses.</p> <p>The informal meetings are for networking and sharing their nursing work practices and business and health care tips. To include education on specific needs i.e. BPG on nursing practice</p> <p>Monthly Meet Up will be held at a designated location.</p> <p>Meetings will have virtual capability so all RNS from across Ontario can join.</p> <p>Informal discussion will occur by the RNs on a variety of topics. Specific education sessions may also be included based on needs identified i.e. legal, incorporation, professional insurance</p> <p>IPNIG delegated project leaders: Ruth Volpato, Ruth Ruttan Gail Courneyea, Jill King</p>
<p>9. IPNIG Coordinating of Services</p>	<p>Thank you Jill King for making the required reporting to RNAO and for coordinating the ongoing IPNIG work.</p> <ul style="list-style-type: none"> • IPNIG "Members Voices" • IPNIG activities and events • Posting timely newsletters, e-blasts and website communication • Communication of issues and Planning summaries

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<p>10. New Business</p> <p>IPNIG want recognition within the health care system</p> <p>IPNIG to seek professional help of professional for marketing, lobbying and professional writing</p> <p>Clarify - Primary Health Care Principles PHC <i>What is PHC! Definition Primary Health Care</i></p>	<p>Independent Practice Nurses want recognition of their nursing capabilities as part of the health care system.</p> <p>Agreed: Renew the effort to collect the information of how many IPN's are working in independent and interdependent practice to determine strength of numbers.</p> <p>Agreed: Consider strengthening the IPNIG group by increasing membership and changing name to an Association</p> <p>IPNIG discussed the advantages of seeking professional marketer to help market / lobby the IPN public image</p> <p>Agreed: IPNIG to seek a marketer</p> <p>IPNIG discussed a person to write concisely our goals for public news release.</p> <p>Agreed: IPNIG to seek a writer to prepare written press release pertinent to established goals</p> <p>Independent Practice Nurses are Primary Health Care providers for client centered health care to the public community.</p> <p>Noted: the definition of Primary Health Care and Primary Care is poorly understood.</p> <p>Agreed: devise a way to clarify the difference and primary health care delivery of health care</p>
<p>11. IPNIG AGM - Meeting Closed</p>	<p>Special Meeting December 12, 2013 to decide the issue of 'Think Tank' Forum to proceed or to cancel</p> <ul style="list-style-type: none"> • Feb 2014 - IPNIG Progress meeting YTD • May 2014 - Progress meeting YTD • Sept 2014 - Strategic planning Meeting <p>Next IPNIG AGM November 28, 2014</p>