



Developmental Disabilities Nurses of New Hampshire

www.dhhs.nh.gov/dcbcs/bds/nurses

DDNNH@dhhs.state.nh.us

President: Leslie Erdoben-Evans Vice President: Ellen McPhetres
DDNA Liaison: Debi Ellis-Nailor Treasurer: Dianne Crone
Secretary: Jen Boisvert
BDS: Cheryl Bergeron, RN, BS – Nurse Coordinator-Administrator II

Agenda

**Location: ATECH conference room
57 Regional Dr #7, Concord, NH 03301
(603) 226-2900**

January 19, 2016

9:30 Sharp ☺

1. Educational offering: 9:30 – 10:30 MassTex Imaging – Dysphagia Management
 2. **Call to order**
 - a. Please turn all cell phones off or on vibrate
 - b. Greetings and Introductions
 3. **Review** and approval of Minutes
 4. **Treasurer's Report:**
 5. **DDNA Liaison Report:** (due September, December, March, June)
 6. **Peter Bacon's next planned visit:** March 10am
 7. **Upcoming guests:** February mtg lunch n learn – Compassionate Care – extended meeting
Plan a date for overview and tour of ATECH - TBD
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Ground Rules: Recognize who is the facilitator
One person speaking at a time Follow the agenda
Be mindful of limited time – LISTEN AND STAY ON TOPIC
Remember – this is idea gathering time Be kind to each other
No anonymity No side bar conversations

8. **Old Business:**

- a. Review of November's homework if available
- b. Plan a date for overview and tour of ATECH - TBD

9. **New Business** (including Nursing Practice Issues):

- a. FAQ update discussion – change from HSI to monthly data tracker requirement
- b. Discussion about form consolidation possibilities - Janet

Parking Lot items to be addressed:

- HRST – as nurses assessing the process/system – offer considerations of if THIS, then THAT would be an improved benefit of using HRST (identified at 1/2015 meeting)
 - DD Nurse articles – promoting our field of work to licensed RNs and RNs in training (10/2015 mtg)
 - November 2015 homework – search for relevant YouTube Med Admin online videos for curriculum update
-

12pm End meeting on time (extended meeting).

HRST newsletter sign up – If you are a NH RN and not already receiving the newsletter – send a requesting email to: gina@hrstonline.com

E-studio – FYI only

DDNNH has a folder in e-studio where NTs can access typeable versions of the most up to date 1201 mandated forms. This is also an online workspace where we can see and comment on projects in process (like our FAQ update work). And we have a folder to share posted forms from agencies and vendors – these forms are not mandated outside of a particular agency. Anyone who has a e-studio acct with access to DDNNH can upload forms. If you are a NT or current paid member of DDNNH who does not have a e-studio acct, then send your first and last name plus your preferred email address to: DDNNH@dhhs.state.nh.us

Resources and Educational Opportunities

- *International Journal of Nursing in Intellectual and Developmental Disabilities* – can be linked through the DDNA website: <http://www.ddna.org/pages/journal>
- New Hampshire Technical Institute (NHTI) Nursing continuing educational opportunities can be found at: www.nhti.edu/businesstraining/nursing/schedule.html
- Saint Anselm College, Manchester, NH: Brochures will be posted on www.anselm.edu/cne
- The Bureau of Developmental Services is offering an incentive for all nurses working in the developmental service system to join the national Developmental Disabilities Nurses Association. The Bureau is partnering with the Area Agencies by offering fifty percent reimbursement to the Area Agencies towards the \$80 required for DDNA membership for any nurse working for an area agency or for a subcontracted agency. **HOW IT WORKS:** Nurses will need to contact their respective Area Agencies or subcontracted agencies for support to join the DDNA, and will need to go to the DDNA website directly to register themselves. Subcontracted agencies should then contact their respective Area Agencies, who will enter the payment through BTS and contact their respective Bureau Liaison for approval via email, with a copy of the nurses names emailed to: MDiTomaso@dhhs.state.nh.us
- If interested in joining the DDNNH, please complete the membership forms (available online) and return to Dianne Crone PO Box 349, Freedom, NH 03836 email: dcrone@northernhs.org



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Agenda

**Location: ATECH conference room
57 Regional Dr #7, Concord, NH 03301
(603) 226-2900**

February 16, 2016

9:30 Sharp ☺

1. **Call to order**
 - a. Please turn all cell phones off or on vibrate
 - b. Greetings and Introductions
2. **Review** and approval of Minutes
3. **Treasurer's Report:**
4. **DDNA Liaison Report:** (due September, December, March, June)
5. **Peter Bacon's next planned visit:** March 10am
6. **Upcoming guests:** Compassionate Care – lunch n learn mtg – needs to be resched
Plan a date for overview and tour of ATECH - TBD

Ground Rules:

Recognize who is the facilitator

One person speaking at a time

Follow the agenda

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7. **Old Business:**

- a. Review of November's homework if available (keep as active agenda topic per 1/2016 mtg) – subcommittee formed 1/2016, will report as work progresses/needed
- b. Plan a date for overview and tour of ATECH - TBD

8. **New Business** (including Nursing Practice Issues):

- a. Compassionate Care lunch n learn reschedule dates - Cheryl
- b. FAQ update discussion – change from HSI to monthly data tracker requirement (pending from last month)
- c. Discussion about form consolidation possibilities – Janet
- d. HRST data tracker – monthly weights – Diane Carter
- e. HRST flagging meds as TD – issues – Sheila

Parking Lot items to be addressed:

- HRST – as nurses assessing the process/system – offer considerations of if THIS, then THAT would be an improved benefit of using HRST (identified at 1/2015 meeting)
- DD Nurse articles – promoting our field of work to licensed RNs and RNs in training (10/2015 mtg)

- November 2015 homework – search for relevant YouTube Med Admin online videos for curriculum update
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11:30am end meeting on time

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