



**NICE**

National Initiative for the Care of the Elderly  
Initiative nationale pour le soin des personnes âgées

*We care together*  
*Ensemble pour le bien-être des aînés*

## December 4, 2006

### 1. Attendance

Present: Kathy McGilton, Deborah O'Connor, Dorothy Forbes, Martha Donnelly.

Regrets: Lorna Guse was not able to access the conference call but I spoke with her after the call, and Lynn McCleary

### Action Items:

Item	Action/Discussion	Decision	Person Responsible	Due Date
Job Description for Student Intern	Reviewed the job description	Changes made to the job description under the position description A) Now reads: This position will support the Curriculum Development sub-committee (NICE) in fulfilling its mandate to design educational initiatives for university programs in medicine, nursing and social work, based on the evidence based practice and best evidence available.	Kathy	Dec 5
New Members	We have new members to NICE	Peter connected with Kathy on Dec 5 <sup>th</sup> and will add Dorothy and Deborah to the core list of NICE members Peter will get back to Kathy on whether or not they can attend the AGM meeting		Dec 9th
Student reps	Positions available for students to do work for our committee if we identify areas of need	Left to each member, if they have an idea, they will need to contact Martha	All	Ongoing
Gerontology curriculum	Connect with Margaret Denton from McMaster (sent out a power presentation by her in Oct) Eirena will also be conducted a lit search on gerontology curriculum in other countries	Margaret to be contacted to see if she has other reports that she might want to share with us and to let her know about our committee.	Kathy	Dec 10
Link with Knowledge Committee	Arlene Bierman, Chair of the Knowledge Committee, thinks it is good idea for Dorothy to act as a liaison between committees.	Dorothy has made initial contact with Arlene	Dorothy	Ongoing
Link with Board	Minutes of our meeting are sent to NICE Kathy to speak about our committee's directions at the Dec Board meeting	Kathy to send them to Peter	Kathy	Dec 7, 2006
Innovative curriculum practices	Lawrence Librach has been able to infuse 'palliative care' into medical curriculum Renée Rose Shield, Ph.D. Director, Resource Center for Geriatrics Education (RCGE) contacted Kathy based on a connection she made at CAG (see attached email discussion). (Kathy forgot to mention this in the meeting)	Kathy and Eirena to meet with Lawrence to discuss his strategy. Kathy and Eirena to follow up with Renee to find out what is happening at Brown's Medical School in the USA. They were recently awarded a Reynolds Foundation award to focus on gerontology curriculum development in medicine. A professor at Brown Medical School is in the midst of redesigning the medical school curriculum and integrating geriatrics into all relevant courses.	Kathy and Eirena	Jan 30, 2007
Website	The theme groups have a place on NICE's website for their groups work	Lynn to connect with Peter to discuss the development of a place on NICE's website for our group. The purpose would be to post information we have gathered after the committee has approved it.	Lynn	Jan 10, 2007
Overview of Material Sent	Not all information is being received by Eirena due to email box being full Indexes for each section need to be created for better reference of what is in each section Existing sections so far include: 1) synopsis of relevant articles; 2) curriculums in Canada 3) references for lectures in Gerontology Additional word documents need to include: 1) accreditations for programs; 2) legislative acts which influence practice settings and skill	Kathy and Eirena to investigate a new email address and her new address will be sent out. Eirena to send out the next version of all of the accumulated material by the end of the month. If something you have sent is not in one of the 6 theme areas, please send again If we have missed a new theme area please let us know The updated theme documents will be sent at the end of every month if additions were made A template for creating a synopsis of articles will be created by Kathy More websites for profs would be useful	Kathy/Eirena/All	Jan 10, 2007

	requirements; 3) interprofessional education Deborah suggested we also create a "reference library" for the references	Reference all materials Kathy's secretary Mirka can assist with creating a reference library. She used EndNote		
Knowledge and core competencies for SWs, Nurses and Physicians.	We discussed that it would be a significant contribution if we focus on what "should" be vs. what is. Therefore, we decided to each create a word document which will include core competencies and knowledge required for a person of your discipline to know prior to undergraduate graduation. Include references where possible. Each member is also asked to create a list of core interdisciplinary skills required to care for the elderly. (and perhaps suggestions on how to supervise interdisciplinary team members) A graduate student (Lorna suggested this as a possibility) can search the literature for information on core competencies which we can then compare and include in our created documents.	Once each member of the committee has created their list, please forward them to Kathy and Eirena for Feb 12 <sup>th</sup> . Since there are three nurses on the committee, once their information is sent in, Eirena will consolidate it and create one document and send it back to them for approval. Eirena and Kathy will focus on similarities between the disciplines and send it back for review by all members on Feb 20 <sup>th</sup> , one week before our meeting. Martha to circulate a document that she is preparing with others to develop a list of core competencies for physicians. We can use it as a template for our specific disciplines. Lorna may look into the possibility of hiring a grad student  Perhaps for our AGM meeting in April we can have a face to face discussion on what the final list of competencies should look like for the three disciplines in respect to "care for the elderly". This would be a significant contribution.	All  Eirena  Eirena/Kathy  Martha  Lorna  All	Feb 12, 2007  Feb 19, 2007    Dec 5, 2007  April 2007
Next Meeting		Our next meeting is on Feb 27 <sup>th</sup> , 2 EST and 11 PST? Please get back to Kathy with regards to the suggested time and day for our next meeting.	All	