

**Massachusetts Association of Registered Nurses, Inc.
Continuing Education Committee
MINUTES**

**Wed. May 24, 2006
Wellesley Gateway
Wellesley, MA**

- 1.0 Call to Order The meeting was called to order at 12:30 pm
 2.0 Roll Call Members Present: Jeanne Gibbs, Peggie Bretz, MaryJoan Ladden,
 Andrea Stanley, Lynn Thompson
 Staff: Cammie Townsend
 Members excused: Sandra Reissour, Linda Moniz, Kathy Finn

3.0 Minutes of May 3, 2006 reviewed. 5.3 and 5.4 noted to be from the April 2006 meeting; to be updated in these minutes. Minutes accepted with the noted revisions.

Topic	Relevant Discussion	Action
4.0 Reports		
4.1 Chairperson Report	Chair excused from attending. Sent report: Correspondence: received from ANCC a policy on the use of the ANCC logo.	Will add to the MARN policy and procedure book.
4.2 BOD Liaison Nurse Peer Review Leader	L. Moniz is no longer a BOD liaison. JGibbs reported that the discussion on CNE and professional development topics will be tabled to a future meeting. The group reviewed the evaluations from the Provider Forum completed this morning. All agreed that it was positively received. The audience was interactive and positive. It was agreed that both the topic and the presentation were appropriate for this relatively novice audience. The use of a "Sample" application developed by Andrea Stanley, shown on power point, was a great teaching tool.	Will discuss how to liaison in the future. Cammie will collate the evaluations and submit a report. Thank you to all for your participation.
4.3 Staff person	C Townsend reported; CEC income \$18,100 CEC expenses \$5600 •	Cammie to send in the list of stipends due to reviewers into the MARN treasure to insure costs are counted toward the 2005-2006 budget

		which ends 6/30/06.
5.0	Business	
5.1 Activity Application Review	<p>#181 (Kiwanis @Tufts NEMC) Kathy Finn #191 (Elder Decisions) Andrea Stanley #192 (Anita Freeman APRN, BC) MaryJoan Ladden, LynnThompson</p> <p>No new applications were given out to members to review.</p>	<p>Kathy Finn not present.</p> <p>In progress In progress</p>
5.2 Provider Application Review	<p>PA #40: SR/KF</p> <p>PA #42: MJL</p> <p>PA # 44: SR/KF</p> <p>PA # 47 MJL/ SR</p> <p>PA #50 SR/AS</p> <p>PA #52 PB/LT</p> <p>PA# 53 JG/LT</p>	<p>Per S Reissour's report: in progress as it is ready for peer review. Has not received requested clarifications/revisions. Will contact the applicant personally this week. Applicant contacted on 5/4/06 by SR and given a 60 day deadline for resubmission. Awaiting resubmissions. Applicant notified that current provider status has been extended for 90 days through July 31, 2006. Resubmissions are due July 10th. Qualitative review has not begun. Quantitative review showed incorrect use of forms. MARN forms not used. Cammie to call the Nurse Planner to discuss resubmission. In progress.</p> <p>Application required a few clarifications/revisions. In progress.</p>
5.3 Provider Forum 2006	As noted above. It was a great success.	Will review evaluations and include feedback for planning next year.

5.4 Annual Reports from Approved Providers Update	Most reports are complete. We are awaiting one report from a military group who can only access records when on duty. They will submit as soon as possible.	There were no “red flags” noted. Providers were contacted about any potential issues and questions were clarified in a timely manner.
6.0 Next meeting	Scheduled for July 19, 2006 in the Milton office	MJL and LT will not be attending.
7.0 Adjournment	The meeting was adjourned at 1.P.M.	

Respectfully submitted,

Jeanne Gibbs MSN, RN