

# **Annual Report 2006**

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## **1.0 Introduction**

### **About CENA**

The College of Emergency Nursing Australasia Ltd (CENA) continues to grow in strength through an increase in both membership and our corporate image in the wider sector. CENA has had numerous requests to provide advice at forums and through submissions within Australia.

### **The Board of Directors prior to the AGM 2006**

Julie Finucane OAM - Executive Director (Qld)

Trish Allen - Associate Executive Director (Tas)

Toni McCallum Pardey - Director of Administrative (NSW)

Jenny Morris - Director of Finance (NSW)

Sue Cowling (Vic)

Michelle Cruse (SA)

Diane Langman (WA)

Michelle McKay (Qld)

Jane Mateer (WA)

Paul Woolmer (Tas)

John Wright (SA)

## **The Board of Directors following the AGM 2006 24<sup>th</sup> August 2006**

Julie Finucane OAM - Executive Director (Qld)  
Trish Allen - Associate Executive Director (Tas)  
Toni McCallum Pardey - Director of Administrative (NSW)  
Paul Woolmer - Director of Finance (Tas)  
Kathy Bailey (Vic)  
Sue Cowling (Vic)  
Michelle Cruse (SA)  
Kerri Holzhauser (Qld)  
Diane Langman (WA)  
Chris McGaskill (SA)  
Jon Magill (NSW)  
Robin Moon (WA)

### **Mission Statement**

To foster excellence in Emergency Nursing Practice  
To build the capacity of Emergency Nursing to facilitate improvements in emergency health care

### **Vision Statement**

- Focus on the Nurse and patient in the emergency health care setting
- Standing for 'better', safer emergency health care
- Protecting our patients
- Continue to develop the specialty of Emergency Nursing, and through growth in numbers and image CENA is acknowledged widely as the voice for Emergency Nursing in Australasia
- Provide professional education and advice to our members and to Emergency Nurses in Australasia

### **Affiliations**

- College of Nursing
- Royal College of Nursing Australia
- In process – Singapore Nurses Association – Emergency Nurses Chapter
- In process – Malta Emergency Nurses
- Discussions with the College of Emergency Nursing New Zealand
- Memorandum of Understanding – Council for Remote Area Nurses Association and College of Emergency Nursing Australasia

## **2.0 Executive Director's Year in Review**

### **Goals**

- Increase membership
- Increase sustainability and viability of CENA
- Increase image and visibility
- Develop AENJ

In the last year, the CENA Board of Directors has become more familiar with the business of running a company such as CENA. At the previous Annual General Meeting in 2005, the CENA Board of Directors was fairly raw in our knowledge of the business of CENA. During 2006 CENA has grown in both knowledge and understanding of what CENA is about.

Our membership at August 2006 was 1095. CENA gained 256 members in the last year (1<sup>st</sup> August 2005 to 1<sup>st</sup> August 2006), although 170 members did not renew last year. Some of the reasons for this are related to 'burnout' and retirement of long time committed emergency nurses who are tired in a system of high workloads, and the constant pressure of lack of beds, and a not infrequent culture of blame in units or hospitals because of access block issues, and problems with patient flow in Emergency Departments. CENA has received several letters in 2006 from the retiring emergency nurses saying 'thank you to CENA and wishing CENA all the best for the future'. The reasons why the other members have left is speculation. Maybe it is because they may believe that 'CENA' is not doing enough for them; not value for money; not out there being the spokesperson for emergency nursing and for them.

CENA includes and is every one of our members. CENA is not just the Board or the State Branch Committee. CENA is every single member. It is through every one of you, our members, that CENA becomes more visible.

My challenge is if you hear a comment that CENA is not out there enough, doing enough for emergency nursing, then invite the speaker to become more active in CENA at a state branch for instance. Together we can all do so much more. CENA values your constructive feedback.

This last year we were involved in the 2005 International Conference for Emergency Nurses (ICEN) in Coogee which was a great success, and the 2006 Second National Conference in Hobart Tasmania. Our delegate numbers are growing at these conferences, along with our sponsorship and exhibitors. In Hobart, CENA was delighted with the 23 exhibitors who joined the conference.

CENA wishes to thank various companies for their support during 2006. Special thanks to Tuta Healthcare who was the Major Sponsor for the 2006 National Conference and will be the major sponsor the ICEN 2007. Thank you also to MidMed who have continued as the sponsor for the Australasian Emergency Department of the Year, and Elsevier as the sponsor of the Australasian Emergency Nurse and Emergency Enrolled Nurse of the Year. We value their ongoing support.

ACEM/CENA involvement in Symposiums is becoming more wide spread throughout Australia. South Australia, Tasmania, and Queensland has continued this joint involvement. We look forward to all states continuing this involvement.

Thank you for continuing your support of CENA in so many ways. We look forward to an even brighter 2006/2007.

Thank you to the outgoing Board Members for all their efforts. They have done a great job in progressing CENA. Three of the five (5) Board listed below are from the inaugural Board so special thanks for their support during our early days:

Jenny Morris NSW - inaugural

Michelle McKay QLD

Jane Mateer WA

John Wright SA - inaugural

Monika Taylor VIC - inaugural

Welcome to our new Board Directors:

Kerri Holzhauser QLD

Robin Moon WA

Chris McCaskill SA

Jon Magill NSW

Kathy Bailey VIC

### **3.0 Executive Director's Report**

The Annual General Meeting was held at 1700 hours on Thursday 24<sup>th</sup> August 2006 at the Hotel Grand Chancellor Hobart. The members and those present were welcomed by the Executive Director. The Executive Director's 'Year in Review' was presented. 2006 has continued as a busy year for CENA, during which our profile and voice for emergency nursing has continued to progress.

CENA has formalised affiliation with College of Nursing, and the Royal College of Nursing Australia, and in the process of gaining affiliation with the Singapore Nurses Association, the Malta Emergency Nurses, and currently in discussions with the College of Emergency Nursing New Zealand.

CENA is the emergency nursing representative on the National Nursing Organisations (NNO).

CENA is gaining representation on numerous groups and working parties.

- CENA is represented on the Standards of Australia Committee which is progressing standards across the health care sector. Jon Magill and Elaine Killeen are the CENA representatives on this group.
- A strong involvement continues with the National Institute of Clinical Studies (NICS). Julie Finucane Executive Director is on the NICS External Advisory Group and Kerri Holzhauser Director is on the Research Advisory Group with a

number of CENA Branch Committee members, namely Julie Considine Victoria and Ramon Shaban Queensland. Karen Croker CENA member Queensland is on the Clinical Leaders Group on the Emergency Care Communities of Practice. Michelle McKay Committee member Queensland has been a member on the Mental Health Expert Panel. NICS has sought advice from CENA in the Emergency Care – Closing Gaps Grants for Nursing. NICS offered four (4) grants of \$7,500 each to individual ‘emergency care nurses’ to undertake a project to improve the use of evidence in Australian emergency care practice.

- National Clinical Taskforce on Organ and Tissue Donation Working Group invited CENA to participate on this group as a member. Julie Finucane Executive Director attended the first meeting in Sydney in December 2006. A one (1) day working meeting on ‘Notification of Donation for Organ and Tissue Transplantation was held and Diane Langman Director WA attended this meeting.
- CENA was asked by the National Health & Medical Research Council to make a submission on Organ & Tissue Donation after Death – ‘Ethical Guidelines for Health Professionals’ prior to involvement on the National Clinical Taskforce.
- The Australian Donor Awareness Program (ADAPT) – The Centre for Medical & Health Sciences Education (CMHSE) invited CENA to contribute to an investigation of health professionals awareness of organ donation education and training and their perceptions of educational need in this area of practice. Surveys and telephone contact will be undertaken to identify the level of awareness in our members.
- Australians Donate has contracted Healthcare Management Advisors (HMA) to conduct a research project. CENA has been asked to be involved in focus groups to develop a survey tool to be sent widely to members. Volunteers from our members were requested in August/September 2006.
- The Nurses & Midwives E-Cohort Study requests involvement of CENA members in a commitment of 40 minutes over 5 years.
- Australian Medical Council (AMC) requests a submission from CENA during the process of accreditation through the AMC of the Australasian College for Emergency Medicine education, training and professional development program.
- The Australasian Emergency Nursing Journal (AENJ) continues to develop well. The AENJ is CENA’s highest cost however it is also our biggest benefit. Congratulations to Toni McCallum Pardey, Interim Editor-in-Chief, Belinda Donkin-Evers and Marie Gerdtz, Associate Editors, for the excellent work they have been doing to progress the journal in both the standard and the publication schedule. Having it published on time, allows us to improve the advertising in the AENJ. The standard of the AENJ is progressing well. Thank you to Toni, Belinda and Marie for their hard work in this role, and to the great role Elsevier is performing as the publisher. The relationship between all the players has been progressing well during 2006.

- The announcement made at the ICEN Conference Dinner in 2005 about Northern Territory becoming a branch of CENA was not correct. Northern Territory did not have sufficient numbers to become a branch. The Executive Director has discussed this with a Northern Territory representative, and after discussion Northern Territory appear content at this stage to continue as is, or possibly to become a sub-branch of one of the branches. A sub-branch requires four (4) executive members which may cause some difficulties for Northern Territory to meet this. This will be decided at a later date in discussions with Northern Territory representatives.
- CENA News is published three (3) times a year. This decision has been made to reduce costs by reducing the annual issues from four (4) issues to three (3) issues. This is an approximate saving of \$4000.
- Trauma Nursing Program (TNP) – As you may already be aware, CENA Vic in conjunction with ACCCN Vic produced the TNP with sponsorship from Motor Accident Commission Vic. It is an Australian course, and is a two day program. There are four (4) different modules in the TNP each run over two (2) days; an ED, ICU, Rural and Remote, and Ward. Participants choose which course module they wish to attend. The plan is now that each state will adjust Chapter 1 and 2 to suit their trauma plans and systems, as the TNP is currently Victorian based, and when this is completed, the TNP will be rolled out more widely to their states. Instructor courses will be organised to meet this demand. Tasmania received some funding to progress this in their state.
- A PEPID Decision Support Software System has been demonstrated recently to a few of the Board. CENA has been asked if they would like to become more involved with this, and have this system more readily available to our members. We are exploring this issue, and you will hear more about this later.

## 4.0 Performance Summary

### Meetings of the Board

- **Teleconference meetings**
  - **22 Feb 2006**
  - **22-23 April/May 2006**
  - **16<sup>th</sup> November 2006**
- **Face to face meetings of the Board**
  - **26-27 August 2006**

In order to reduce expenditure, there was only one face to face meeting held in 2006, following the Second National CENA Conference in Hobart.

### Planned or Projected

#### 2006 was a year focussed on:

- **Balancing the budget by strategies namely:**
  - to cap our expenditure by tight control
  - increase other sources of income
  - limit spending – nil without Board approval
  - fulfil our corporate requirements for 2005 and 2006 with ASIC, and complete tax returns for 2005 and 2006
  - succession planning for 2006/2007 for Financial Director with Deputy support
- **Developing the Australasian Emergency Nursing Journal (AENJ)**
  - Continue to develop the AENJ governance of the Editorial Board
  - Increase pages to total of 72
  - Support the increase of advertising
  - Increase our membership numbers to 1400 and increase affiliate and organisational memberships to limit the cost of excess copies of AENJ as Elsevier and CENA contract stipulates publication of 1650 member copies each issue
  - Resolution 1 AGM – Approved ‘That the Editor-in-Chief does not have to come from New South Wales’
  - Resolution 2 post AGM – Approved ‘That the Editor in Chief and the Associate Editor position will be appointed by the Board’.
  - Manage the AENJ publication time lines
  - Develop contracts with the Associate Editors and the Editor-in-Chief
  - Advertise the Editor-in-Chief position following the completion of the Resolutions 1 and 2
- **Conference**
  - International Conference of Emergency Nurses (ICEN) 2007 at Telstra Dome in Melbourne 11-13<sup>th</sup> October 2007
  - Aim for 350 – 400 delegates
  - Conference Design Contract secured for 2007 (Victoria), 2008 (Western Australia), 2009 (Queensland)

- At the end of 2009 put out a tender for 2010 to 2015 for future conferences
  - Increase the trade, and maintain links with the trade
  - **Professional Education**
- CENA needs to develop the education and professional development opportunities that the members are offered.
- Strive to achieve two (2) study days in each of the states, and make a profit of at least 22% on these days
  - Manage the development of the Trauma Nursing Program (TNP)
    - Each state needs to adjust chapter 1 and 2 to suit their state trauma plans and pre-hospital care arrangements
    - When this is completed, TNP team will provide instructors to run three (3) courses concurrently, the ED, ICU and Ward Trauma Nursing Courses
    - ACCCN and CENA contacts need to discuss at the state level in each of the branches.
    - Ten (10) instructors needed for each specialty. Ward is not as popular a course so may not need 10.
    - Each course for financial viability should have 15 participants. (10 is possible)
    - TNP is not seen as a profitable fundraising venture at this stage, however TNP is seen as valuable for our members
    - Instructor payments and profit will need to be organised in the future
    - No profit is planned for CENA or ACCCN
    - Roll out TNP to states who are ready to manage this
  - Advanced Life Support Course
    - Build the capacity of the education committee to explore this possibility
  - **Build the links between research and education**
    - Ben Morley Scholarship - annual award to foster development of education or research related to emergency preparedness and disaster response
    - Western Australia Awards x 2 –Post Graduate Certificate in Excellence at Post Grad Courses run through Royal Perth Hospital/ and Sir Charles Gairdner/Curtin University
    - Phillipa Moore Publication Prize (\$500) –annual award to foster publication
  - **Raise the profile**
    - Through links in Australia with CENA and ACEM, ACCCN, affiliation with RCNA and CON, and potential links via membership of Australian Resuscitation Council
    - Through links overseas with ENA USA, affiliation with Singapore Nurses Association – Emergency Nurses Chapter, Malta Emergency Nurses, and close links to the College of Emergency Nursing New Zealand
    - Explore probono work to develop capacity in the Board of Directors
    - Investigate other websites for health and nursing (the Massachusetts Nurses Association) to explore various profiles

- Respond to media in a timely and appropriate manner
- Membership profile - format a letter that can be sent out to members through the branches or national office if concerns come to the branches about CENA and what it has achieved.
- Investigate merchandise (CENA stubby holders, stethoscope). Place photos for merchandise on the website
- Create a prize for the delivery of a website to CENA to value of \$2000 by open competition during 2007.
- **Planning for the future**
  - Succession planning discussed
    - Executive of the Board – particular support needed for Financial Director
    - Board
  - Strengthen our international ties
    - Plan for a New Zealand member on the Board and encourage affiliation with appropriate overseas groups NZ This is likely to promote AENJ and publication of New Zealand emergency nursing articles

## **Awards**

### **2005 Awards**

***Ben Morley Scholarship 2005*** - Inaugural Award presented to Julie Considine and Belinda Mitchell Northern Hospital Emergency Department August 2006 in Hobart – Monetary Award of \$2000

***Australasian Emergency Nurse of the Year 2005*** – Awarded to Dr Margaret Fry St George Emergency Department

***Australasian Emergency Enrolled Nurse of the Year 2005*** – Awarded to Ryan Dennis Bankstown Emergency Department

***Australasian Emergency Department of the Year 2005***– The Northern Hospital, Victoria.

***National Institute of Clinical Studies - Best Evidence into Action Paper 2005***- Awarded at the ICEN 2005 to Margaret Fry

### **2006 Awards**

***Ben Morley Scholarship 2006*** – not awarded

***Australasian Emergency Department of the Year 2006*** – Awarded to Lyell McEwin Emergency Department South Australia

***Australasian Emergency Nurse of the Year 2006*** – Awarded to Dr Julie Considine Northern Hospital Emergency Department Victoria

***Australasian Emergency Enrolled Nurse of the Year 2006*** – not awarded

*National Institute of Clinical Studies – Best Evidence into Action Paper 2006* presented at the Second National Conference ‘A Cool Change’ Hobart Aug 2006 – Tomas Raton ‘Dehydration in Children’ – Monetary Award of \$1000

*Phillipa Moore Publication Prize* – not awarded in 2006 as nil applicants. 2007 Prize being advertised more widely – Monetary Award of \$500

*Certificate of Excellence Awards WA*

2006 Sir Charles Gairdner Hospital/Curtin University Course – Awarded to Gabriela Hernandez

2006 Royal Perth Hospital/Edith Cowan University Course – Awarded to Christine Sayasone

## **Financial Report**

See appendix 1

## **Auditor’s Statement**

TBA

## **Representational for CENA**

See Appendix 2

## **Portfolio/Sub Committees**

See Appendix 3

## **Appendices**

**Appendix 1: Financial Report 2006**

# Financial Report – 27 August 2006

*For the Annual General Meeting in August 2006*

The financial year to the 30<sup>th</sup> June has been a challenging one. Since taking over the position of Financial Director in April from Jenny Morris the volume and the scope of the work involved in being the financial director of a company has been very difficult.

During the period 4/06 and 6/06 it was discovered that the College of Emergency Nursing Australasia had not submitted a taxation return since 2003. We set off to correct this problem and uncovered others. By submitting the 2003/2004 income tax return it was revealed that CENA had made a loss of \$23,000. Further to this the 2004/2005 tax return revealed another loss of \$72,000.

An analysis of our income vs expenditure found a significant shortfall in our income. As a result a program to drastically reduce costs was commenced.

- Non essential office expenditure was reduced, The College of Nursing kindly allowed a reduction of the hours we used of their office personnel at very short notice, for which I thank them.
- Book keeping and finance administration was moved to Hobart Tasmania again with a large saving in costs.
- The national Board of CENA cancelled a face to face meeting with a saving of about \$7000.
- Elsevier reduced the number of copies of the AENJ printed in a run by 150 copies again reducing our costs, again I thank them for this.
- Board expenditure was greatly reduced.

In concert with our cost cutting exercises it was revealed that the College must also increase revenue to remain viable. As a result subscription fees were increasing during this period. There was also an agreement for a more concerted effort to increase revenue from such areas as state based study days etc.

In conclusion the financial state of the college can only be described as precarious. With the boards help many of the problems that caused the financial crisis have been addressed and it is hoped that a more stable financial period may now follow. Currently although the college has lost significant sums of money, the college is able to fulfill its financial obligations and is able to trade in a solvent manner.

Paul Woolmer  
Director of Finance  
College of Emergency Nursing Australasia

## Appendix 2 : Representation on Committees

Board Or Committee Member	Meeting / Event/ Forum / Project Name
Julie Finucane BD	National Clinical Taskforce on Organ & Tissue Donation
Julie Finucane BD	Emergency Care Community of Practice EC CoP Advisory Group
Julie Finucane BD	Disaster Collaborative Forum
Diane Langman/Julie Finucane BD	Working Party on Donor Awareness
Toni McCallum Pardey BD	National Nursing Organisations
Jon Magill BD & Elaine Killeen CM	Standards Committee
Deb Mortlock CM	Injury and Trauma Network Executive Advisory Group
Trish Allen	Emergency Nurse Practitioner Reference Group
Robin Moon	WA Trauma Education Committee
Jon Magill BD & Elaine Killeen CM	State wide Transition to Emergency Nurse WP
Julie Finucane BD	NEDPAC - National Emergency Department Project Advisory Committee
Jane Mateer CM	Trauma Nursing Program Coordinator
Dr Julie Considine CM – national CENA representative	Australian Resuscitation Council
Trish Allen BD – Tas Rep	Australian Resuscitation Council
Chris McGaskill BD – SA Rep	Australian Resuscitation Council
Joanne Dungey CM– NSW Rep	Australian Resuscitation Council
Jean Bratby CM/ Ramon Shaban CM – Qld Rep	Australian Resuscitation Council
Sarah Taylor CM – Vic Rep	Australian Resuscitation Council
Judy Harris CM	Emergency Triage Education Kit

### **Appendix 3 Portfolio/Sub Committee Chairs**

Professional – Jon Magill

Standards (Toni resigning as Standards Chair)

Position Statements

Administrative – Toni McCallum-Pardey – wishes to resign as Administrative Director

Membership

ASCIC requirements

Resolutions

Publications – Toni McCallum-Pardey

AENJ

Research

Kerri Holzhauser as chair

TOR

Education

TNP - Jane Mateer

Communications

Julie Finucane Chair

Newsletter

Media Statements

Press Release

Conference

Paul Woolmer/ Sue Cowling Convenor