

NEW ZEALAND COLLEGE OF CRITICAL CARE NURSES NZNO SPECIAL INTEREST GROUP'S Terms of Reference

Purpose

The NZ College of Critical Care Nurses (NZCCCN) Special Interest Groups (SIGs) offer an opportunity for nurses who are NZCCCN members, working in Aotearoa/New Zealand, to establish a communication network and focus on specific aspects of critical care nursing that are pertinent to the NZCCCN's overall purpose and function.

Goal

NZCCCN members, working collaboratively with a shared interest as a SIG, are enabled to foster and contribute to professional practice of NZCCCN members and the services in which they work by identifying areas of risk, advances in knowledge and clinical practice and making recommendations to NZCCCN.

Key Activities

Key activities will be determined by the NZCCCN Annual Operational Plan. The plan is developed yearly between August and November and submitted to the NZNO management contributing to the NZNO Board annual plan. Finalisation and approval of the NZCCCN Annual Operational Plan occurs prior to the completion of the financial year approximately February-March. Funds required for activities should be noted in the annual plan.

The national committee of NZCCCN report on the progress of activities within the annual plan at each committee meeting and as required to NZNO Management and/or NZNO Board.

The Special Interest Group may meet for discussion and planning, as required in person, teleconference, or by other electronic means.

Reporting

SIG's will provide the national committee of NZCCCN with written or electronic reports prior to each national committee meeting, or as requested. This may include meeting outcomes, progress on activities, risks to completion and recommendations for endorsement and approval prior to implementing any actions.

SIG's will be required to follow guidelines and policies of NZNO Colleges and Sections and NZNO publications to ensure consistency in the professional visibility of NZNO as a professional organisation and registered union.

NZ College of Critical Care Nurses

NZCCCN, as the recognised professional organisation of all Critical Care Nurses in New Zealand, will disseminate standards of practice and education and utilise its networks to communicate specific developments that relate to SIG's.

The NZCCCN logo will be used in branding, profiling and communications including conference fliers, registrations and formal external correspondence.

The national committee of the NZCCCN will identify a person who will be a liaison with the SIG providing advice and assistance and communications to the national committee.

The national committee may request a member of the SIG attend part of a committee meeting to facilitate discussion and decisions required.

Establishment and Review of Special Interest Groups

Members of the New Zealand Nurses Organisation advocate for more nurses within Aotearoa / New Zealand and build members' power and contribution as part of it's Maranga Mai framework and to support them in their professional practice and industrial context.

The New Zealand College of Critical Care Nurses aims to achieve member growth both within NZCCCN and the NZNO wider membership. There are gaps where NZNO members are not currently represented through Colleges and Sections and / or may require support and representation as nursing practice and practice environments evolve.

The Special Interest Group will demonstrate a commitment to Te Tiriti o Waitangi and to Tiriti based practice that promotes Māori health equity and wellbeing, by ensuring there is a Māori voice in all its deliberations and activities.

Nurses and students who meet the requirements for membership of NZCCCN (see NZCCCN Rules) are invited to submit an expression of interest to join. NZCCCN members who have a shared interest with a specific focus, and whom would like to work collaboratively around that interest, are invited to discuss their interest with the national committee of NZCCCN. Special Interest Groups are not limited to national or local regions but are encouraged to be as inclusive as possible.

NZCCCN Special Interest Groups will be endorsed member consultation and the national committee. They will be identified in the Appendix of this document. The Appendix may be updated, annually, in between review dates of this document.

There is nothing that prevents NZCCCN members, individually or as a group recommending activities for the NZCCCN annual operational plan outside of a SIG.

Should a SIG determine there is no longer a need for the group to collaborate with a shared interest or specific activities the SIG will notify the NZCCCN with a recommendation that the SIG discontinues. All members contributing to the SIG will continue to be members of NZCCCN. Any activities still in progress will continue to be completed or reviewed as part of NZCCCN Annual Operational Plan.

For approval by NZCCCN XX 2023
Review date: 2028.

Appendix. Current Special Interest Groups of NZCCCN

2023

- The New Zealand Critical Care Outreach Forum are NZCCCN members working together with a shared interest in Critical Care Outreach Nursing (NZNO,
- The Critical Care Nurses Educators Forum are NZCCCN members working together with a shared interest in education and education standards in New Zealand Critical Care Departments and Intensive Care Units.