

**NAACCR Professional Development Steering Committee
AGENDA**

Thursday, January 25, 2017
8:30 am PT; 11:30 am ET

Toll Free # 877-953-0411

Participant Passcode: 9206148

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| 1. Welcome, Roll Call | Mignon/Frances |
| 2. Approval of minutes from 12/6/17 | Mignon |
| 3. Review and finalization of draft survey | All |
| 4. Survey Course and LMS Update | Angela |
| 5. IT Forum Update | Michelle |
| 6. General Recruitment & Retention Updates? | All |
| 7. Other business? | All |

Present: Mignon, Deirdre, Maria, Katheryne, Angela, Frances, Michelle

After one clarification and change to the minutes, they were approved for posting.

Everyone on the call together reviewed the Survey instrument as edited by Betsy. Changes were made and a copy was given to the members after the call. The next steps are to give the survey to Dustin to post on line. There should be only one response per central registry. After it is posted, we will close the survey in 4 weeks, but give reminders to members at 2 weeks and again at 3 weeks. We decided to ask if the central registry was from the U.S. or Canada, so we could analyze responses by country.

Angela has continued to work on the LMS. She has had nothing new or finalized on the Survey Course since the last call.

Michelle reported on the progress of the hackathon. The venue is confirmed at the University of Pittsburgh Medical Center. The judging will take place at the NAACCR conference hotel in the vendor area on Monday evening before the conference. Michelle is talking to the Communications Committee about advertising. She will give Dustin information to create a web page for the hackathon, under NAACCR's annual conference. Another meeting of the work group is scheduled for tomorrow to continue working out logistics of the event. The question of prizes is still unsettled; Angela will talk to Charlie about NAACCR providing cash prizes or providing ideas for soliciting sponsors for prizes.

Katheryne and Jim will re-contact Ann Griffin about her presentation on directed practice – a requirement by NCRA for new registrars to get a CTR.

There was no other business and the meeting was adjourned, with members expected to give a final OK to the survey so it could be posted soon.