



SIMULATION AND SKILLS TRAINING SPECIAL INTEREST GROUP

Minutes of the Annual General Meeting of the Simulation and Skills Special Interest Group held at 8.15am on Saturday 25 September 2010 during the Combined Education, Simulation, Welfare and Management SIG Meeting held at The Sheraton Mirage, Port Douglas

1. **Attendances:** Dr Rowan Molnar, Dr Bridget Langley, A/Prof Sandy Garden, Dr Deborah Forsyth, Mary Lawson, Hannah Burnell.

Apologies: Dr Denholm Crone, Dr Walter Thompson

2. **Confirmation of the minutes of the previous AGM held on Sunday 11 October 2009 in Byron Bay**

It was agreed that the minutes were a true and accurate record of the meeting.

3. SIG Status

3.1 Executive

The Executive currently comprises of:

Dr Rowan Molnar	VIC
Dr TW Lee	HK
Dr Richard Riley	WA
A/Prof Jenny Weller	NZ
A/Prof Sandy Garden	NZ
Dr Bridget Langley	VIC
Dr Tim Brake	HK
Dr Adam Rehak	NSW

The Chair wished to formally welcome the new Executive Members to the Committee.

It was agreed that the Executive Committee will co-opt Dr Deborah Forsyth.

4.2 Membership

The SIG currently has 529 Members.

4.3 Financial Report

Financial Report for Twelve Months ending 31/12/2008

Income	\$0
Total Expenses	\$2912.5

ACECC is a joint initiative of the Australian and New Zealand College of Anaesthetists, the Australian Society of Anaesthetists and the New Zealand Society of Anaesthetists.



Surplus/deficit (\$2912.5)

4. Future Meetings

4.1 2011 CSM Hong Kong

The Chair reported on the “team training” Simulation Session to be held during the 2011 CSM. A simulation session will run in a Cathay Pacific 747 aircraft cabin themed “is there a doctor on board”. The Chair also informed the Committee of a formal dinner taking place at the Yacht Club, hosted by Dr Tim Brake to which the Executive of the Simulation SIG are invited.

4.2 2011 Combined SIG Meeting, Uluru

The Chair informed the Committee of the way in which the Combined SIG Meeting is organised, and noted the change from multiple convenors (a representative from each of the four SIG’s) to one convenor based on a rotation of the SIG’s involved. The 2011 Meeting will be convened by the Chair of the Simulation SIG.

The Chair reported that the Organising Committee of the Combined SIG are in the process of creating a Procedures Manual to formalise how the meeting will be run in the future.

The Chair requested the Executive Committee contribute to the planning stages of the Meeting by offering suggestions for speakers and themes. Following discussion by the Committee it was agreed the Chair would approach Dr Martin Bromley as a keynote speaker for the 2011 Meeting, and consider the “Minds at Work” Group to facilitate workshops/sessions.

The idea of holding a video conference was discussed at length by the Committee, and it was agreed if the technology was available in both Uluru and New Zealand, Associate Professor Sandy Garden and Dr Forsyth would assist in facilitating a video linked workshop.

4.3 2012 ASM Perth

The Committee discussed involvement in the 2012 ASM in Perth. After discussion it was agreed the Committee would approach Dr Richard Riley, WA Executive Representative for session ideas. It was also agreed the Committee would investigate if a Simulation Centre is available in WA to hold a potential workshop/ session.

5. Other business

5.1 Terms of Reference

The Chair highlighted to the Committee the “Terms of Reference” which had been distributed following the last teleconference. The Committee agreed to add a reference to the Executive acting as an expert group/ resource on matters related to simulation. It was noted the document will be accepted as a point of guidance for future Simulation SIG Committees. Hannah Burnell will request the document be forwarded to the Fellowship Affairs Committee for ratification.

5.2 EMAC Manual

ACECC is a joint initiative of the Australian and New Zealand College of Anaesthetists, the Australian Society of Anaesthetists and the New Zealand Society of Anaesthetists.



Following discussion the Committee agreed the EMAC Participant Manual should be made available on the ANZCA website. The Chair reminded the Committee of the developments of a redesigned ANZCA website, due to be implemented in the latter part of 2010, which would be an ideal place to electronically publish the Manual and many other relevant Simulation resources.

5.3 Curriculum Review Working Group

Mary Lawson highlighted to the Committee the intention of the Curriculum Review Working Group to request members of the Executive Committee be available for consultation on a Curriculum Review Project. The Committee agreed to be available for participation.

With no further business, the meeting was closed at 8.55am.

Dr Rowan Molnar

Chair

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