



**Transplant
Nurses'
Association**

Transplant Nurses' Association - 2020 Action Plan

Key Initiative	Strategy	Responsible	Timeframe (for completion/review)	Key Outcome Measurements
1. State Branches				
1.a Sustaining and succession planning of state branch executive roles	<p>Continue to provide acknowledgement and support for state executive through :</p> <ul style="list-style-type: none"> -<i>Provision of "certificates of office" for professional portfolios (upon request)</i> -<i>Actively pursue state executive role succession planning by identifying and mentoring potential new Exec members</i> - <i>Actively seek and recruit potential executive members</i> -<i>Annual review of state "position descriptions"</i> 	<p>National Executive</p> <p>National Executive</p>	<p>Ongoing 2020</p> <p>Ongoing 2020</p>	<p>New strategies implemented and maintained.</p> <p>All state executive positions filled at local AGM & state exec work & achievements formally recognised & recorded, Certificates of service on exec committee provided.</p> <p>State position descriptions now on website for all members to access online .Review state role descriptions.</p>

<p>1. b Sustaining membership:</p> <ul style="list-style-type: none"> - state membership no's - state branch activities 	<p>Raised awareness of TNA by all staff in transplant (and affiliated) units through:</p> <ul style="list-style-type: none"> - <i>Introducing new graduates and staff in hospitals to TNA</i> - <i>Utilisation of TNA "welcome letter- email", marketing material; including link to website, instructions on how to utilise website, details regarding and how to contact State Executives and National Executives</i> - <i>Display TNA banner whenever possible & posters in hospitals</i> - <i>National Treasurer to email state executive with new member details and lapsed members for follow up (quarterly)</i> - <i>Branch education sessions/news available on website and Facebook & Instagram page, -</i> - <i>Social media officer to maximise appropriate social media exposure</i> - <i>Social media guideline document to be formalised</i> - <i>Award CPD points for attendance at TNA education sessions</i> - - - <i>Target recruitment in NZ</i> - <i>Reward and recognition of continuous membership (5, 10, 15, 20, 25 years)</i> 	<p>National Executive</p> <p>State & National Executive</p> <p>JP ongoing & annually</p> <p>CW Social Media Officer</p> <p>National Exec</p> <p>National Exec</p>	<p>Ongoing 2020</p> <p>June 2020</p> <p>Ongoing 2020</p>	<p>Increase in: membership numbers, attendance at state branch meetings, long term membership.</p> <p>Email current NZ members to explore viability of a state branch in NZ</p> <p>National exec to</p>
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				approach NZ members at conference to discuss Continue to pursue & encourage NZ members.
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Key Initiative	Strategy	Responsible	Timeframe (for completion/review)	Key Outcome Measurements
2. Increase and maintain the professional profile of the TNA	Maintain adequate corporate sponsorship of TNA in difficult economic climate by: <i>Professional dialogue with industry representatives, annual distribution of TNA sponsorship packages to industry, ensure packages meet industry regulatory requirements & meet TNA budget requirements</i> - Broaden sponsorship approaches to non- pharmaceutical industries - Forward all sponsor contacts to National Exec for action	National Exec	Annually October Further packages sent when opportunity presents and beginning 2020 to all sponsors Review package October 2020 for 2021 year.	Sufficient funds available to perform TNA activities and functions, reviewed annually
	Undertake review of TNA financial status and identify cost saving initiatives as well as exploring new income sources - Nat Treasurer to calculate budget projections and financial mapping to determine current and future financial status based on varying income scenarios	National Executive	Ongoing, as well as annual financial review Oct 2020	Sufficient funds available to perform TNA activities and functions, with sustainable income to ensure association is at minimum cost neutral

	<p><i>- Pursue new corporate sponsorship options</i> <i>- Nat Exec to identify and pursue cost saving initiatives to be implemented as a matter of priority</i> <i>-Scholarship awards and criteria to be reviewed annually depending on budget projections</i></p> <p>Promote representation on, and consultation to, relevant transplant related national authorities committees such as NH&MRC, The OTA / Donate Life network, TSANZ, ATCA, Transplant Australia by: <i>-Actively pursuing representation on relevant committees and working parties, responding to requests for expert comment, review or development of transplant related policy and practice</i></p> <p>Revise current TNA Constitution: <i>-update constitution to reflect operations within the TNA & incorporation act requirements</i></p> <p>Maintain and continue to improve TNA website to ensure it contains relevant and current information for members at all times:- <i>Utilise "latest news"</i></p>	<p>National Executive</p> <p>National Executive</p> <p>National & General Executive</p> <p>National Executive</p>	<p>Oct 2020</p> <p>Ongoing</p> <p>General Exec Feb 2020 & AGM 2020 (email vote also proposal will be made at AGM2019 re email voting.)</p>	<p>National Exec will do a membership comparison of other associations to present at General Exec & AGM for discussion Oct 2020</p> <p>Evidence of contribution to, and recognition by professional organisations</p> <p>Draft changes sent to general executive for further discussion at Feb 2020 meeting to plan to finalize for AGM 2020</p>
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	<p><i>section on TNA website</i> -Ensure minutes of general exec meetings posted on website -Update relevant Tx resource links -Utilise site for nursing and patient education material & SIG pages</p> <p>Continue TNA Facebook/Instagram page to widen association's exposure & relevance to a wider audience, particularly younger health professional demographic - <i>Social media officer to update Facebook page with relevant, current information re TNA events/activity</i> - <i>Terms of reference for social media officer</i></p> <p>Expansion and promotion of Transplant Journal of Australasia by: - <i>Encouraging wider multi-discipline authorship,</i> - <i>Regular review of TJA progress by Editorial Board, bi-monthly teleconference</i> - <i>Annual review and update TOR and Editorial Board role descriptions</i> - <i>Maintain Assistant Editor Role</i></p>	<p>National Executive</p> <p>National Executive & Social Media Officer</p> <p>National Executive & TJA Editor</p>	<p>Monthly review plus 12 month evaluation Oct 2020.</p> <p>Monthly review plus 12 month evaluation Oct 2020</p> <p>Ongoing & review Oct 2020</p>	<p>Evidence of professional and transparent guidelines</p> <p>Widespread usage of website by members for communication, efficient access to information and document access</p> <p>Increase membership and broaden interaction and networking opportunities between transplant health professionals</p> <p>Increased TJA distribution/subscription, increased manuscript submission, sustainability editorial</p>
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	<p><i>to help reduce Editor's work load and for leave/succession planning</i></p> <p><i>e-journal to continue, ensure all members receive notification and instructions regarding access to e-journal</i></p> <p><i>-email highlights of TJA pre journal being sent, also to be highlighted on FB & Instagram regarding publication coming out</i></p> <p><i>- Ensure current TJA accessible via website & previous journal pdfs also available to members- Example of journal on members benefits page</i></p> <p><i>-Explore options of contracts for TJA publication</i></p> <p><i>- Follow up all commitment for articles by successful scholarship applications are up to date</i></p> <p><i>- Promote TJA to nursing universities for subscriptions</i></p> <p>Role of Secretariat</p> <p><i>-Revise and explore feasibility of employment of secretariat role</i></p> <p><i>-Review current position description</i></p> <p><i>- Appoint role as required/suitable</i></p>	National Executive	Ongoing Oct 2020	<p>board membership</p> <p>Email notifications to highlight key articles to increase members utilisation the journal</p> <p>Explore feasibility of the role, re ongoing financial costs and need</p>
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	<p><i>\$50 non TNA member cost Evening sponsored session \$20 non TNA member cost Non sponsored full day session \$75 non TNA members & \$35 evening session</i></p> <p>National Education Course for Recipient Transplant Coordinators and Nurses: <i>-continue to explore national Transplant Coordination/ Nursing course online - potential Sydney University & Cert Tx Nursing -Provide expert consultation on course transplant curriculum -Continue to provide members access to Transplant Library database</i></p> <p>Involvement in the Development of national patient education materials: <i>-Continue focus on patient materials and explore options for developing a tool for reference and access to resources Look at health literacy for patient levels --Explore utilisation of website page for links to resources</i></p>	<p>National Executive</p> <p>National Executive</p> <p>National Executive</p>	<p>Ongoing 2020</p> <p>Ongoing 2020</p> <p>Ongoing 2020</p>	<p>Develop and deliver relevant transplant nursing education in keeping with best practice educational models</p> <p>Provide consultation & recommendations with the development of/for change/re-design of current material to provide relevant transplant patient educational materials in keeping with best practice educational models</p>
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