CALL TO ORDER

Discussion

- Introductions were made around the table.
- Agenda was reviewed by the group.

Motion: Beverly Davis moved to approve the agenda with addition. Chris Silva 2nd. Passed.

ELECTION OF CHAIR ELECT

Discussion

Dan went through the duties of the ARC Vice Chair.

Motion: Stephannie Christian has been nominated as ARC Chair Elect by Chris Silva. Cyndy Langmade 2nd. Passed.

REVIEW MAY 2012 MINUTES

Discussion

- May 2012 minutes were discussed

Motion: Chris Silva motion to approve the minutes with amendments. Stephannie Christian 2nd. Sheila Stein Opposed. Passed.

Follow Up

Shae Aliu will post finalized minutes on the www.akchap.org website. (Completed 09/20/12)

REVIEW OF REPORTS

Discussion

CHAPCB – Dorothy Hight will no longer be a representative to the CHAPCB. Paul Hager will be the new representative for the training centers and there was some discussion regarding having a rotating representative from each of the training centers.
UAF – Proceeding with student advising and support (tuition, books and fees). Funds are available to any student in the state. There are correspondence courses, summer courses available. Currently supporting 15 students.
Currently available to assist corporations with tuitions.

RAC – Deanna Olsen replaced John Pearson. A letter to ANC Training Center for the RAC review in 2013. Finalized the checklist and will be sent to AACHAPD for approval. Will be drafting a document regarding competency based education in Basic Training. Will be having elections in December. In Dec going to have a discussion about content of PSLN and what they are looking for and what TCs are doing with AACHAPD.

AACHAPD response to ARC Report –
- Managing small changes to the Curriculum – ARC is not to spend time in any changes to the Curriculum until the curriculum alignment is complete.
- EpiPen addition to Unit 24a.4 – has been approved by the AACHAPD.
- Basic Training Application – Allergy information has been added.
- Convocation – there will be no convocation, has been turned to a planning meeting “CHAP 2018 and Beyond”. Next convocation will be 10/14-18/2013
- Project – continuing education guidelines and clinical update
- Preceptorship Credentialing/Re-credentialing packet has been approved by ARC but the AACHAPD are reviewing and editing the document.
- Bylaws – These will be going out for an electronic vote.
- CHAP Facts on TABE Testing – AACHAPD will be review for possible changes.

Statewide Services –
- Budget –
  CHAM Sales - $175,037
  CHAP Forum - $28,068
  Website - $16,608
  Statewide Services recurring base - $221,048
- Activities – Torie attended the Tribal Best Practices Training Conference in Salt Lake City, UT in July 2012. During the international Congress on Circumpolar Health in Fairbanks, Torie gave a featured presentation, “Alaska’s Community Health Aide Program: A Unique Health Care Delivery Model”; multiple CHAP papers and posters were also presented. Carol hosted Greenlandic Health Ministry delegation at ANTHC.
- Survey that was sent to AACHAPD completed, 8 surveys returned. There needs to be a system to receive accurate data from all the organizations.
- Distance Learning – there are new courses that are being worked on. People all over the world are visiting the AACHAPD Website.
- eCHAM – Some of the timeline is behind schedule but deliverables should still be on time. There is a document management system being put in place well. There is discussion about using the existing $180K (CHAM Sales) available to start doing some revision on the CHAM and there are talks about having an on going revision process.

PROCESS FOR ADDING NEW UNITS TO CURRICULUM

Discussion
When units are revised the revision date will be inserted in the footer with a highlight of gray. A cover letter should be written to describe what changes have been made and with instructions on how to update their curriculum. Statewide services will send the cover letter and revised unit to the previous recipients of the 2010 curriculum.

CHAM-CURRICULUM ALIGNMENT/REVISION OF BODY SYSTEM UNITS PROJECT

The remainder of the meeting day was spent working on the CHAM-Curriculum Alignment/Revision of Body System Units project.
ROUND ROBIN REPORTS

Carol Odinzoff

Discussion

Follow Up

BASIC TRAINING APPLICATION

Discussion

There have been some instances where students have come into training with serious allergies. Bev suggested adding an allergy field.

Motion: Chris Silva motioned to accept the revised Basic Training Application. Phyllis Farrell 2nd. Passed.

Follow Up

Shae Aliu will post the approved Basic Training Application on the www.akchap.org website.

CURRICULUM REVISION

Discussion

Paul Hager moves to take revisions and take them to training centers for review and back to ARC where they can take to AACHAPD for approval. Dan Thomas 2nd. Paul withdrew the motion. Dan agrees.

Not all training centers were in agreement. Some felt since the AACHAPD said this was not a priority and not to precede with this project that it should not move forward. It was recommended that if an individual would like to move forward that they can do so and present it.

Follow Up

UNIT 24c

Discussion

Chris would like to eliminate the wording “up to 5 years old”. It is difficult to find children 5 and under when it comes to training.

Dan and Paul disagree and believe that the 0-5 year age group is important and that the training should not be changed.

There was suggestion that since well child is defined as ages 0-18 that clinic hours be added to target some of the older children.

Dan will include this topic in the ARC Report to AACHAPD with all the suggested changes.

EMERGENCY PEF

Discussion

The issue of the Emergency PEF is that some CHA/Ps do not like the form and are not using the form. One reason why they are not using it is because during an emergency most CHA/Ps are depending on their EMS training and not using the Emergency Handbook.

The discussion should be brought back to the AACHAPD that the form be implemented for use.

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