MINUTES

Occupational Health Nursing Society Meeting

Date | time 24 February 2016 | 13:45 | Meeting called to order by Chairperson: Judy Hendra

In Attendance as per attendance register
J Visser; J Hendra; A Warner; T Bosman; B Beute; N Wessels; H Alexander; R Ally; A Assur; A Bacher; H Basson; J Boast; E Botha; H Briel; E Bruwer; J Burger; V Carelse; M Christians; E Conرادie; H Gouws; F Hendricks; H Horsman; G Irwin; Z Ismail; K Koegelenberg; D Lorimer; E Lipman; M Louw; J Lesch; N Manciya; M Maritz; A Markgraaff; B Mullins; S Muller; H Munro; B Nikiwe; V Nhlanhla; C Pike; R Raatz; L Rabe; L Reynolds; T Riekert; E Robson; C Zono; T Klaas; G Ruiters; C Samuels; A Tladi; T Wright; M van Rooyen; F Webu; C Walters

Apologies Received
M Klomp; I Baker; N Copeling; A Boonzaaier; J McGregor

Approval of Minutes
Minutes accepted by T Riekert
Second M Maritz

J Hendra welcomed all and thanked everyone for the good turnout. Thanks to A Bacher and Vital Health Foods for the use of the venue.

First Skype meeting

New Members
H Munro and E van Wijk
Students from CPUT

5 Minute Speakers
Mike Theys and Aashiq Ryneveldt from OccuVision
Contact Details ash@occuvision.com
Tel 021 945 1440
Cell 076 935 1467
www.occuvision.com

OccuVision brings eye care to the workplace in agriculture and industry. We embrace the goals set by National Health Insurance to provide healthcare services for all that are accessible, affordable and of good quality.
Stella Huer from Ed-Unique
Contact Details  stella@ed-unique.com
Tel  082 411 5002
www.ed-unique.com

Ed-Unique Aids has a 13 year track record of specializing in Peer Education and Lifeskills training for employees. They design unique programmes as believe that training is “more than a science, it is an Art”. They only work with Companies and organisations who are serious about employee wellbeing and who take the combined threat of TB, HIV and mental health seriously. They do not do “tick box” training, and neither do they do “one-size-fits all” training. When they take you on as our client they “guarantee you the Ed-Unique experience”! they are very proud to have achieved our Accreditation with the HWSETA in 2015 and currently offer 3 unit standards to qualify HIV/AIDS Coordinators and EAP employees (NQF 4 Level).

Speaker – CPD points and How to create a Portfolio of Evidence

- Speakers  T Bosman
  - B Beute
- Copy of presentation will be send to all ca

Financial Report
Presented by Theresa Bosman

Current Account- Jan 2016

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<th>Category</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Income</td>
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<tr>
<td>Expenses</td>
<td>R9079.50</td>
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<tr>
<td>Closing Balance</td>
<td>R20240.04</td>
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Money Market
R59334.46

Accepted by  K Koeglenberg
Second  B Beute

Exco Report
Presented by Judy Hendra
• SASOHN Exco office is moving to Brakpan
  o Email address has changed and is office@sasohn.co.za

• EXCO meetings times have been changed due to flights. To start Thursdays 14:00 – 20:00 and Fridays 08:00 – 14:00 for JHB meetings. Exco members to arrive on a Wednesday and return Fridays

• Study Bursary Applications for 2016.
  o 5 Applications received and 3 bursaries awarded.
  o 2 applications were not awarded due to incomplete forms or not working in Occupational Health

• Rules of Procedure
  o All Rules of Procedures for Regions needs to be aligned and updated and send to K Davies by March 2016

• Distribution via Website
  o Minutes of all meetings will be placed on the SASOHN website. The website should be operational by end of March 2016. Members will need to download their copies of the minutes from the website.
  o SASOHN WC will continue with the care list system for 3 months
  o 70 return emails received from members with incorrect or outdated email addresses. Members to please ensure that their information is updated
  o Members are encouraged to join the sasohn@yahoo.com discussion group

• Spiro Interest Person for each region
  o Anne Gray will represent the Western Cape on Spirometry
  o She will also assist with the Spirometry workshop scheduled for October 2016

• Occupational Health Qualification on the SANC receipts
  o Ongoing battle to get all the information
  o K Davies is currently negotiating with SANC to get issue sorted and we trust that this would be completed by year end
  o All correspondence to be submitted to T Bosman

• Academic Days for 2016
  o Gauteng Aviator Hotel, Kempton Park 5 May 08:00 – 16:00
  o Pietermaritzburg Golden Horse Casino 19 May 08:00 – 16:00
  ▪ Topic : Primary Health Care – Evidence to Action
  ▪ Members encouraged to complete sponsorship forms as 1 member of SASOHN WC will be sponsored to attend the academic day.

• Conference and AGM 2015
  o SASOHN WC made a profit of R55 122.45
  o Thanks to the SASOHN WC Exco as well as the organizing committee that assisted

https://www.facebook.com/groups/1556363661249126/?ref=br_t
- SASOHN guidelines can be downloaded from the website and is free for all paid up members

- ICOH / SCOHN
  - 29 April – 04 May 2018 @ The Convention Centre, Dublin

- SASOHN AGM and Conference
  - November 2016 in PE

**Educational Report**

Presented by B Beute

- SANC 2016 membership fees
  - Pay between 1/12/2015 – 29/2/2016

**Health Awareness / Health Educational Days**

<table>
<thead>
<tr>
<th>MARCH</th>
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<tbody>
<tr>
<td><strong>TB Awareness Month</strong></td>
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<tr>
<td>4-8</td>
<td>School Health Week</td>
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<tr>
<td>6-12</td>
<td>World Glaucoma Week</td>
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<tr>
<td>8</td>
<td>International Women’s Day</td>
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<td>10</td>
<td>World Kidney Day</td>
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<tr>
<td>16-22</td>
<td>World Salt Awareness Week</td>
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<td>20</td>
<td>World Head Injury Awareness Day</td>
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<td>Human Rights Day</td>
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<tr>
<td>21</td>
<td>World Down Syndrome Day</td>
</tr>
<tr>
<td>24</td>
<td>World TB Day</td>
</tr>
</tbody>
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- Members busy with their B Tech or M Tech to please send their names to B Beute
- Members motivated to submit articles to the journal for possible publication
- Associate in Management (AIM) course via UCT, Graduate School of Business.
  - Is a general management programme that empowers students to realise their potential and progress in their chosen careers regardless of their backgrounds. For members that want to do management but not necessary the BTech course.

**PRO Report**

- Little Penguins needs stationary for 60 children – please bring stationary to meetings
  - Thanks for the members that brought their thick colouring crayons to the meeting
Fund Raising

- Kuilsrivier Butchery offers SASOHN WC 5% of all sales made by SASOHN members. Information send via care giver. They do deliver bigger orders

- Pass the Parcel – R10.00 to win a PACT to the value of R350.00
  o Won by R Raatz

SASOHN – Rules and Procedure

CRITERIA FOR SPONSORSHIP:

- Committee Member
  o Any sponsorship of committee members to national/international seminars/congresses shall be decided upon by the committee from time to time with consideration of the financial matters of the region at that time.
  o Committee members shall be elected to attend the above on a rotating and merit system as discussed and decided by the full committee, provided they meet the EXCO criteria. See addendum attached.

- Non-Committee member:
  o Any sponsorship of a non-committee member applying to national/international seminars/congresses shall be decided upon by the committee from time to time with consideration of the financial matters of the region at that time.
  o The Committee shall ensure that the applicant meets the EXCO Criteria as well as the regional criteria - that the member has assisted the region with SASOHN regional activities in the preceding year.
  o The member must attend a minimum of two meetings in the previous year
  o Should the financial state of the region not allow sponsorship of this applicant, the Chairperson will forward a letter of motivation to National EXCO for their approval and funding of the application.
  o Long standing committee members must give the new committee members a chance to grow in the society.

SASOM Meeting

- No date available for next meeting

EAP Report

- Date: 03/03/2016 @ 09:30 to 12:00
  o Topic: AGM - Membership, SAQA Professional Accreditation and Planning for the Year ahead
Venue: Pinelands Training Centre (City of Cape Town)- St Stephens Road Pinelands
(please email thebrat@mweb.co.za if you need directions or want further information)
Cost: No Cost for Visitors
CPD: No CPD points apply to this meeting

TB & HIV update
- No information received

DOL update
- L Janse van Rensburg who is the SASOHN Exco portfolio holder will introduce herself on 16/03/2016

Correspondence
- Free online course in Occupational Health – an important part of Public Health Issues
  - Starts 07 March 2016
  - Register [https://www.futurelearn.com/courses/occupational-health-developing-countries](https://www.futurelearn.com/courses/occupational-health-developing-countries)
- Position available – send CV to pierre@ackermanfelton.co.za
  - No further information available
- Esme van Heerden is available for locum work.
  - Locums encouraged to place their detail on the locum list. Contact secretary to add names

General
- No new items tabled for discussion

Lief en Leed
- Jenny Mc Gregor is recovering from an illness
- Jackie was involved in MVA and recovering at home

Upcoming items
- COID / Umehluko training Workshop 16/03/2016 Vital Health Foods
  - Programs send via the care list
- Basic Life Skills course with added module for SASOHN members that will cover emergency update
  - 22/04/2016 R1000.00 per member

https://www.facebook.com/groups/1556363661249126/?ref=br_tf
o Only 18 members can be accommodated
o Invite and program will be send via Care list by beginning of March 2016

- Audiometry update 22/06/2016
- Spirometry update 19/10/2016

- Workshops must be paid in advance. If not paid prior to the workshop, members will not be able to attend the workshops

Next Meeting
THURSDAY 12 May 2016
International Nurses Day
Venue Ampath Bellville
Topic HIRA presented by Dr H de Wet

Minutes taken by
Joan Visser (Secretary)

Chairlady’s signature: Date: 02/03/2016

Mission: To promote the profession of Occupational Health for the ultimate benefit of the working community

STRESS LESS AND KEEN IN 2016

https://www.facebook.com/groups/1556363661249126/?ref=br_tf