



## Registration Brochure

**15–16 November 2008**

Melbourne Convention & Exhibition Centre

**BOOK EARLY  
TO GET YOUR FIRST  
CHOICE OF SESSIONS**



# Why attend PNCE?

## Testimonials

*“Fantastic weekend overall – I will encourage other practice nurses in my practice to attend next year.”*

*“Thank you for a very educational and enjoyable day.”*

*“A very balanced and educational series of topics. I would attend again next year. It was great to see the majority of speakers were nurses!”*

*“I am still talking about the PNCE, what a wonderful learning experience.”*

- > Receive education specifically geared towards practice nurses across a wide range of clinical and professional issues that you face in your day-to-day practice
- > Hear from almost 40 different speakers, all experts in their chosen field, many of whom are themselves practice nurses
- > Meet and interact with your fellow practice nurses
- > Receive up to 12 CNE points from the Royal College of Nursing for attending the 2 days of the conference
- > View the latest products and technology on offer on the massive exhibition floor



### DEAR DELEGATE,

It gives me great pleasure to invite you to attend the 2008 Melbourne Practice Nurse Clinical Education conference. The landscape in General Practice is changing with a shortage of GPs and pressure to provide patient services. Practice based nursing is becoming one of the fastest growth areas for the profession with the move to integrate practice nurses deeper into health teams. This year's program reflects the changing needs of the profession and aids to support nurses through education. Thank you to the APNA for providing a high quality program, offering clinical and practical up-skilling seminars as well as smaller hands on practical breakout sessions. The focus for the PNCE is to continually assist you in up-skilling your clinical knowledge and to provide you with a valuable opportunity to network with your peers. I look forward to seeing you at this year's Melbourne PNCE.

**Simon Gillson** – Director  
Reed Medical Education



### APNA WELCOME

The Australian Practice Nurses Association is pleased to be involved with the fourth Melbourne Practice Nurse Clinical Education Conference. We have worked hard to develop an education program which reflects the varied roles of nurses working in general practice, and which contains vital information on the most contemporary nursing issues. This year we have introduced a number of new and refreshed sessions into the program, such as Promoting Practice Nursing in the Community, RACGP Standards for General Practice and the Practice Nurse and Dealing With Aggressive Patients. We encourage you all to visit our booth during your breaks and use this opportunity to network with your fellow colleagues from the nursing profession. By participating in the PNCE you are taking the opportunity to further your knowledge and ability in practice nursing. We look forward to meeting you there!

**Belinda Caldwell** – Chief Executive Officer  
Australian Practice Nurses Association



## Saturday 15th November

SESSION	TOPIC
<b>Registration 8:00am</b>	
6	8.45 – 10.00am
S6C	The role of the PN – where to from here?
S6D	Diabetes management
W6NA	Mental health and the elderly
W6NB	Strapping (first half)
<b>Morning Tea 10.00 – 10.30am</b>	
7	10.30 – 11.45am
S7C	Chronic wounds – venous leg ulcers and the diabetic foot
S7D	Travel health
W7NA	Recognition of the sick child
W7NB	Strapping (second half)
8	12.00 – 1.00pm
S8C	Acute wounds – tears, cuts, abrasions and minor burns
S8D	Triage
W8NA	Chronic kidney disease – what the practice nurse needs to know
W8NB	Plaster workshop (first half)
<b>Lunch 1.00 – 1.45pm</b>	
9	1.45 – 3.00pm
S9C	Foot check and assessment
S9D	Understanding your scope of practice
W9NA	IT management – Medical Director
W9NB	Plaster workshop (second half)
<b>Afternoon Tea 3.00 – 3.30pm</b>	
10	3.30 – 4.45pm
S10C	PN salary, conditions and negotiation skills
S10D	Setting up a diabetes clinic
W10NA	Allergy diagnosis
W10NB	Respiratory

## Sunday 16th November

SESSION	TOPIC
<b>Registration 8:00am</b>	
11	8.45 – 10.00am
S11C	GPs + PNs working together to manage chronic disease
S11D	RACGP standards for general practice and the practice nurse
W11NA	Developing clinical policies and procedures
W11NB	Respiratory
<b>Morning Tea 10.00 – 10.30am</b>	
12	10.30 – 11.45am
S12C	The cocoon strategy: preventing adult-to-child transmission of Pertussis
S12D	Getting active
W12NA	The importance of a hearing test for the over 50s
W12NB	Strapping (first half)
13	12.00 – 1.00pm
S13C	Asthma first aid
S13D	Sterilisation for accreditation in general practice
W13NA	Dealing with aggressive patients
W13NB	Strapping (second half)
<b>Lunch 1.00 – 1.45pm</b>	
14	1.45 – 3.00pm
S14C	Childhood immunisation update
S14D	Mental health first aid
W14NA	Promoting practice nursing in the community
W14NB	Plaster workshop (first half)
<b>Afternoon Tea 3.00 – 3.30pm</b>	
15	3.30 – 4.30pm
S15C	Weight management and reduction
S15D	Spirometry
W15NA	The role of the PN in cervical screening
W15NB	Plaster workshop (second half)

## >>> PNCE PROGRAM

### Session Synopses

#### The Role of the PN – Where to From Here?

The role of the PN in Australia and overseas is evolving rapidly and in different directions. Hear about the development of the profession, and how the roles and responsibilities of the PN might evolve in coming years.

#### Diabetes Management

Preventing pre-diabetes, type 2 diabetes and other metabolic disorders. Understand the role of lifestyle advice, diet, assessment and medication in diabetes management. *Lilly Diabetes*

#### Mental Health and the Elderly

This session will explore the mental health issues surrounding this key demographic, and what to look for in the over 75 health assessment.

#### Chronic Wounds – Venous Leg Ulcers and the Diabetic Foot

Management of chronic wounds, venous leg ulcers and diabetic foot ulcers. *ConvaTec*

#### Travel Health

Learn principles of pre-travel health care requirements. This session includes common infectious diseases encountered when traveling, such as mosquito and 'Bali Belly'. Learn the appropriate nursing measures that can be taken to prevent such illnesses.

#### Recognition of the Sick Child

Managing gastroenteritis and dehydration. Learn how to triage children, assess dehydration and manage oral rehydration. *Hydralyte*

#### Acute Wounds – Tears, Cuts, Abrasions and Minor Burns

Management of the most common acute wounds presenting in general practice. *ConvaTec*

#### Triage

The principles of effective triage. A team approach to the identification and management of prioritising the medical needs of patients.

#### Chronic Kidney Disease – What the Practice Nurse Needs to Know

Improve your knowledge of the population at increased risk of developing chronic kidney disease (CKD), and the importance of early detection. The role of the practice nurse in slowing the progression of CKD, including the impact of lifestyle modification and relevant item numbers.

#### Foot Check and Assessment

A key aspect of best practice care for diabetes and other related conditions; checking feet and assessing for abnormalities is a key role for practice nurses.

#### Understanding Your Scope of Practice

Do you understand your scope of practice? Understanding your scope of practice is critical in the current environment of the rapidly expanding role of the practice nurse. Learn about simple tools for determining your scope of practice.

#### IT Management – Medical Director

This session will provide technical tips on understanding this program, its uses, how to access it and how to gain the maximum benefits from it. *Health Communication Network*

#### PN Salary, Conditions and Negotiation Skills

This session will not only provide an update on the APNA salary and conditions survey, including current salaries and trends occurring in practice nursing, but will also present practical tips on how to approach your employer and the techniques to use in order to obtain a successful negotiation outcome. *APNA*

#### Setting Up a Diabetes Clinic

Learn practical tips on how to set up a nurse led diabetic clinic in your practice. *Lilly Diabetes*

#### Allergy Diagnosis

Allergy management in general practice – who should be tested, how to perform testing, and the recognition of allergy symptoms.

#### GPs and Practice Nurses Working Together to Manage Chronic Disease

Key components are necessary in order to manage chronic disease in general practice. This workshop examines the role of nurses and general practitioners working together in a systematic way to manage patients with chronic disease. *University of Melbourne*

#### RACGP Standards for General Practice and the Practice Nurse

Learn your role in following the RACGP Standards for General Practice and how to help your practice to achieve best patient care.

#### Developing Clinical Policies and Procedures

Update your skills in developing policies and procedures for clinical activities undertaken in the practice.

#### The Cocoon Strategy: Preventing Adult-to-Child Transmission of Pertussis

The most common vaccine preventable disease is pertussis, with 90% of cases now in adults. The incidences are likely to be much higher than the 11,000 reported last year as 95% of cases go undiagnosed or are mistaken for persistent cough. Pertussis is highly infectious, with over half of cases in infants (which account for 80% of hospitalisations) being transmitted from their parents. Both natural and disease induced immunity wane over time, so close contacts of newborns need a pertussis booster to reduce the risk of passing it on (as recommended by the NHMRC). *Sanofi-Pasteur*

#### Getting Active

Increasing patients' physical activity is becoming essential in the prevention and management of chronic diseases. Find out what the physical activity guidelines are and how to encourage patients to do appropriate physical activity.

#### The Importance of a Hearing Test for the Over 50s

One in six Australians is affected by a hearing loss. A routine check-up should include a hearing screen to determine a hearing loss. Identifying the symptoms of age related hearing loss and interpretation of the audiogram results. *Hearing Life*

#### Asthma First Aid

Maintain and update your knowledge on the importance and practice of asthma first aid. Additionally, learn about preventative measures, medication management, and the importance of a tailored asthma action plan.

#### Sterilisation for Accreditation in General Practice

Learn or be updated on procedures for all aspects of the sterilisation process if instruments are sterilised on-site or for those instruments sterilised off-site, covering both their sterilisation and transport, and for validating or obtaining evidence of validation for all on and off-site aspects of sterilisation.

#### Dealing with Aggressive Patients

Do you know how to deal with the aggressive patient? How can you protect yourself, and what are your rights and responsibilities in this situation?

#### Childhood Immunisation Update

Update on immunisation issues, new vaccines and changes to the schedule or handbook.

#### Mental Health First Aid

Identification of acute mental health emergencies in general practice and how to assess and refer patients at risk.

#### Promoting Practice Nursing in the Community

Promoting practice nursing in the community is another vital step toward recognising this nursing speciality as a viable career pathway in a professional industry. Hear some methods for promoting practice nursing, and how you can be involved.

#### Weight Management and Reduction

Learn strategies for assisting patients wishing to lose weight healthily.

#### Spirometry

Learn the basics for performing spirometry and interpreting the results.

#### The Role of the Practice Nurse in Cervical Screening

The session will examine how practice nurses can contribute to preventive health including cervical screening within general practice. Nurses undertaking pap tests provide opportunities to educate women in multiple aspects of women's general and sexual health. Providing this service to women enhances nurse's practice at an advanced level, provides access to cervical screening and contributes to the capacity of general practice. *University of Melbourne*

### Practical Sessions

#### Strapping

A hands on session and introduction to general strapping for managing a range of pre-existing and new injuries.

*You must attend both the first and second half of this session*

#### Plaster Workshop

A hands on session and introduction to the application of casts and the types of materials used.

*You must attend both the first and second half of this session*

#### Respiratory

Interactive session involving respiratory assessment. This is a practical session on identifying normal and abnormal chest sounds. Includes the latest in techniques and equipment.

## How to Register...

To register to attend the 2008 Melbourne PNCE, please visit [www.pnce.com.au/pnce/melbourne](http://www.pnce.com.au/pnce/melbourne) and click on 'registration'. Alternatively, please contact **02 9422 2941** to register over the phone or request a registration form.

Registration Fees	APNA Member	Non-Member
1 Day	\$222	\$246
2 Day	\$400	\$448

Registration includes 5 sessions per day, morning tea, afternoon tea and lunch. PLEASE NOTE: Credit card Payments will attract a 3% credit card fee.

**ONLINE REGISTRATION CODE: WEB**

**CANCELLATION POLICY** All cancellations or alterations must be notified in writing to the PNCE organisers. If the cancellation is received in writing prior to the 17th October 2008 a 50% cancellation fee will apply. If received after the 17th October 2008, regrettably there will be no refund.

## ACCOMMODATION BOOKING FORM

- Rates are per room/apartment per night in Australian dollars including GST based on a maximum of two adults per room using existing bedding.
- Breakfast and parking are additional charges.
- Bookings received within 30 days of arrival may be subject to availability.

**PLEASE WRITE 1 or 2 IN YOUR 1ST & 2ND HOTEL ROOM PREFERENCE.**

We will confirm the first of your preferences available.

### HOTELS

**Crowne Plaza Melbourne ★★★★★1/2** (5 minutes walk)  
Smoking not permitted in this hotel.

Restaurant/bar/pool/sauna/gym/parking. Desk/tv/tea/coffee/mini bar.

\$255 Standard Room  Queen room  Two double beds

**Crown Promenade Hotel ★★★★★** (5 minutes walk)

Restaurant/bar/pool/spa/parking. TV/in-house movies/minibar/safe/tea/coffee.

\$290 Standard Room  King bed  Two Queen beds

\$350 Studio King Bed

\$550 Suite King Bed

**Travelodge Southbank ★★★★★1/2** (15 minutes walk)

Breakfast room/safety deposit/laundry.

Kitchenette/tv/desk/fridge/tea/coffee.

\$139 Standard room:  Queen bed  Two Double beds

### APARTMENTS

**Grand Hotel ★★★★★1/2** (5 minutes walk)

Restaurant/bar/valet+laundry services/pool/spa/gym. Full kitchen/tv/sound system/desk/mini bar.

\$275 Studio Suite - King bed

\$305 One Bedroom Suite - King bed

\$395 Two Bedroom/One Bathroom Suite - King + Queen beds

**Medina Executive North Bank ★★★★★** (5 minutes walk)

Smoking not permitted. 24hr reception/pool/spa/gym.

Daily service/kitchen/laundry.

\$205 One Bedroom Apartment:  King bed  Two Single beds

**Riverside ★★★★★ & Highlander ★★★★★1/2** (7 minutes walk)

Two buildings separated by a lane. Daily service/parking.

Kitchen/laundry/cable tv/tea/coffee.

\$165 Highlander One Bedroom Apt:  Queen bed  Two Single beds

\$200 Riverside One Bedroom Apt (river view)  Queen bed

\$270 Riverside Two Bedroom/One Bathroom Apt:  Queen + Double beds  Queen + 2 single beds  Four Single beds

\$310 Riverside Two Bedroom/Two Bathroom Apt:  Queen + 2 single beds  Queen + 3 single beds

### Info Salons Australia Pty Ltd

**ABN 34 003 947 037**

**Tel. 02 9211 7222 Fax: 02 9211 1075**

**(from overseas Tel: +61 2 9211 7222 Fax: +61 2 9211 1075)**

**Email: accommodation@infosalons.com.au**

Title (Dr, Mr, Ms, Mrs etc): \_\_\_\_\_

Given Name: \_\_\_\_\_

Family name: \_\_\_\_\_

Organisation \_\_\_\_\_

Postal address: \_\_\_\_\_

Suburb: \_\_\_\_\_

State: \_\_\_\_\_

Postcode: \_\_\_\_\_

Country: \_\_\_\_\_

Tel: ( ) \_\_\_\_\_

Fax: ( ) \_\_\_\_\_

Mobile: \_\_\_\_\_

Email for confirmation letter: \_\_\_\_\_

Arrival day: date: /11/08 Arrival Time \_\_\_\_\_

Departure day: date: /11/08 \_\_\_\_\_

Name of person/s sharing room/apartment: \_\_\_\_\_

Smoker's room: Yes  or No  (can not be guaranteed)

Special requirements (cot, disability, parking etc) \_\_\_\_\_

### Reservation Guarantee OR Payment

**Tick preferred option and complete credit card details below.**

**Guarantee** These credit card details will be passed to the hotel to secure this booking. Guest to present credit card on check-in to pay all charges on check-out.

**OR**

**Full payment with another person's credit card.**

Room only or  All Charges.

Total debit \$\_\_\_\_\_. The hotel will debit the card as authorised.

Crown Promenade requires a photocopy of the front and back of the credit card in addition to this signed authorisation.

Visa  Mastercard  Diners Club  AMEX

Card number

Expiry \_\_\_\_\_

Card holder's name: \_\_\_\_\_

Signature \_\_\_\_\_

I have read and accept the cancellation clause below.

**Cancellation:** The hotels charge a fee of one night's accommodation for non-arrival on the first night booked. For Crowne Plaza all nights of stay will be charged. The hotels will also levy a fee for cancellations received within 7-days of arrival. Crowne Plaza will levy a fee for cancellations received within 14 days of arrival.

**Tax Invoice:** is the room account received from the hotel at checkout.