



**The Canadian Association  
for Enterostomal Therapy**

**Association Canadienne  
des Stomothérapeutes**

# **2011 Midyear Report**

## **September 30, 2011**

### **Strategic Alignment & Outcomes**

#### **Mission**

The Canadian Association for Enterostomal Therapy (CAET) is a national, not-for-profit organization representing and promoting Enterostomal Therapy Nursing. Through advanced knowledge and clinical expertise the CAET advocates for the highest quality of specialized (Enterostomal Therapy) nursing to individuals with challenges in wound, ostomy and continence.

#### **Vision**

The Canadian Association for Enterostomal Therapy (CAET) is recognized as nursing leaders in the specialty of wound, ostomy and continence.

#### **Values**

1. Nursing Specialty Excellence
2. Collaborative Partnership
3. Compassion

#### **Organizational Strategies**

1. Transform the CAET by developing a progressive image through differentiation.
2. Solidify the communication channels between the CAET executives, its members and other stakeholders.
3. Validate the cost justification of the ET nursing position in both hospital and community.
4. Recruitment and development of new ET nurses.
5. Maintain the current membership.
6. Differentiate CAET through unique educational programming.
7. Establish the leadership role in the advanced nursing practice of wound, ostomy and continence.
8. Strategic positioning of the CAET through a stronger business approach.


**Position:** CAET Feature Section Editor


**Name:** Kathryn Kozell

**Report:**  Midyear  Annual

**Date of Completion:** Sept. 17, 2011

<b>Project</b>	<b>Strategic Outcome Identified</b> <small>(to mark X in box highlight box &amp; right click; right click on properties; click on checked)</small>	<b><u>Progress Report</u></b>  Identify: Completed Date  Projected Completion Date  Ongoing
<p>1. Submit 2-3 articles reflecting clinical, education, research or policy development of significance for each publication of JWOCN within the timelines as indicated by the CAET-JWOCN affiliation agreement.</p>	<p><b>Values</b> <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3</p> <p><b>Organizational Strategies</b> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 <input type="checkbox"/> 8</p>	<p><b>Completed</b></p> <p>All timelines for submission of articles to JWOCN have been met. Agreement between CAET &amp; JWOCN indicates submissions for 3 journals/year. For 2011 CAET submissions will be in 3 back-to-back JWOCN journals: July/Aug; Sept/Oct; Nov/Dec. Commencing 2012 CAET submissions will be in every other JWOCN journal.</p> <p>(See attached record of submissions to date)</p>
<p>2. Establish direct regional and national communications with membership, regional directors, core program leaders and CAET Board for procuring submissions for publication.</p>	<p><b>Values</b> <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3</p> <p><b>Organizational Strategies</b> <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8</p>	<p><b>Completed</b></p> <p>Each board member be assigned a Regional Director to communicate with directly and regularly: Kathryn will maintain direct communications with the CAET board, Quebec RD(Liette St Cyr) and Atlantic RD(Jean Brown) BC/Yukon – Dorothy (Lani Wilitson) Prairies – Mary (Terri Schroeder) Central – Lina (Mary Engel)</p> <p>Each Regional Director was given a standardized message and announcement for regional distribution to members. The RDs were</p>

		also asked to ensure that at each of their regional meetings the editorial board's message and words of encouragement for article submission be made.
<p>3. Establish indirect communications through the LINK and CAET e-blasts promoting and eliciting membership contributions.</p>	<p><b>Values</b> <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3</p> <p><b>Organizational Strategies</b> <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2  <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6  <input type="checkbox"/> 7 <input type="checkbox"/> 8</p>	<p><b>Completed</b></p> <p>The <i>CAET – JWOCN Connection</i> has been established in the LINK. Formal communication messages have been written for the LINK and have been translated into French. The initial message explaining the mandate and objectives of the editorial board was printed in the Sept. edition. An abridged version of the message will be printed in all LINKs. Additional messages as required will be added to the LINK submission or per E-Blast. (LINK, Sept. 2011, p 41-41)</p> <p>Permission was also received by JWOCN to use a customized logo which will be used in all future LINK submissions to demonstrate the collaboration of this partnership</p> <div data-bbox="987 968 1437 1050" style="text-align: center;">  </div> <p style="text-align: center;"><i>The CAET – JWOCN Connection</i></p>
<p>4. Create a 'pool' of articles to ensure timely submission to JWOCN.</p>	<p><b>Values</b> <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3</p> <p><b>Organizational Strategies</b> <input type="checkbox"/> 1 <input type="checkbox"/> 2  <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6  <input checked="" type="checkbox"/> 7 <input type="checkbox"/> 8</p>	<p><b>Ongoing</b></p> <p>Presently on target for 2 articles to meet the Oct. 1<sup>st</sup> deadline and prospective contributors have been contacted for the Dec. 1<sup>st</sup> deadline. It is the intention of the Board to generate submissions as if on a 6 submission per year timeline. This way we will be able to generate a pool of articles.</p>
<p>5. Develop guidelines for articles and manuscripts to facilitate submission by CAET authors in accordance with the JWOCN manuscript guidelines.</p>	<p><b>Values</b> <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3</p> <p><b>Organizational Strategies</b> <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2  <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6  <input type="checkbox"/> 7 <input type="checkbox"/> 8</p>	<p><b>Projected completion Feb. 2012</b></p> <p>Will be printed in the LINK and posted on the CAET website.</p>
<p>6. Develop criteria for the selection of articles and manuscripts to ensure a standard of quality appropriate for an</p>	<p><b>Values</b> <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3</p> <p><b>Organizational Strategies</b> <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2</p>	<p><b>Projected completion Feb. 2012</b></p> <p>Will be printed in the LINK and posted on the</p>

international ETN audience.	<input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8	CAET website.
7. Monitor the number of hours per week required to execute the role and functions of the CAET Feature Section Editorial Board	<b>Values</b> <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <b>Organizational Strategies</b> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8	<b>Completed</b> The documentation of work represented by the volunteer hours has been established.  (see attachment of volunteer hours)
8. Develop a survey to understand the impact and utilization of the CAET-JWOCN publishing partnership on CAET membership.	<b>Values</b> <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <b>Organizational Strategies</b> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8	<b>Projected completion Feb. 2012</b>  Will be printed in the LINK and posted on the CAET website. Will also be distributed at the CAET 2012 conference.
9. Review CAET's performance as a JWCON affiliate with JWCON Editor-in-Chief.	<b>Values</b> <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <b>Organizational Strategies</b> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input checked="" type="checkbox"/> 8	<b>Projected completion Nov. 2011</b>  K. Kozell will be attending the JWOCN Editorial Board meeting in November to: a) represent the CAET as per affiliation agreement; b) participate in the semi-annual JWCON Editorial Board meeting related to strategic planning; c) present a report to JWOCN Editorial Board on behalf of CAET; and d) meet with JWCON Editor-in-chief, Dr. Mikel Gray to review performance.
10. Review the CAET Feature Section Editorial Board Goals and Objectives at six and twelve months to determine accuracy, relevance and feasibility and to revise where required.	<b>Values</b> <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <b>Organizational Strategies</b> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input checked="" type="checkbox"/> 8	<b>Completed</b>  Reviewed July 28, 2011. Stand as reported.
<b>Name:</b> Respectfully submitted, Kathryn Kozell, RN, MScN, APN, CETN(C)		

At this time, I wish to acknowledge our fabulous Editorial Board members whose contributions and dedication have facilitated the many accomplishments to date: Lina Martins, Mary Hill and Dorothy Phillips. To the CAET Board of Directors, CAET LINK Editor and Translation service for their support...thank you!