

**Neonatal Nurses College Aotearoa (NNCA)   
Family & Infant Neurodevelopmental Education (FINE) Training Application Form**

NNCA has 25 funded spaces available for the 2024 FINE 1 training on Friday, 18 October 2024. Applications are invited from NICU and SCBU nurses, supported by their CNM, Unit Manager and/or Educator.

**Purpose of the Funding**

To support the use of FINE principles within New Zealand NICUs and SCBUs for the benefit of neonates and their families.

**Criteria for Grant Application**

* The applicant must currently be a full financial member of NZNO, and the NNCA - [Join us!](https://www.nzno.org.nz/groups/colleges_sections/colleges/neonatal_nurses_college/join_us)
* applications are required to be on the official application form.
* funding will cover the registration cost for FINE 1 training, as arranged by NNCA.
* release time to attend the training, and any pre-course preparation is the responsibility of the applicant’s workplace.
* priority will be given to NICUs/ SCBUs with few or current staff who have not completed FINE 1.
* five (5) spaces are reserved for rural, remote units and/or units supporting Māori communities.
* it is intended that at least two staff from a unit are supported to complete FINE 1 to develop an ongoing support base and sharing of FINE principles, and
* successful applicants will be notified in writing by the NNCA Executive Committee

**Nomination Process**

A nurse may apply themselves with written endorsement from their Unit Manager or Nurse Educator, or be nominated by the Unit Manager or Nurse Educator

* All sections of the form should be completed electronically, and include:
  + An overview of your unit including:
  + a summary of your unit’s professional development plan, and how the unit will support ongoing implementation of FINE principles.
  + a summary of the current uptake of FINE 1 training in your unit, and
  + the demographic of the community your unit serves.
  + A commitment from the unit Manager to support release time for attendance at FINE 1
* All application forms are to be submitted by email to the NNCA College.

**Selection process**

The Selection Panel consists of the NNCA Executive Committee, and all applications will be considered.

**Timeline:**

* Closing date for application and nominations: 19 July 2024
* applicants, nominees and Managers notified of outcome: 5th August 2024
* confirm registrations with FINE provider: 6 September 2024 *(course information and pre-reading sent to attendees)*
* Course date: 18 October 2024

Please send completed application forms to:

NNCA Committee

Subject Line: FINE training

[neonatalcollege@nzno.org.nz](mailto:neonatalcollege@nzno.org.nz)

**A logo for a nursing school

Description automatically generatedNeonatal Nurses College Aotearoa (NNCA)   
FINE Training Application Form**

Nomination forms must be submitted to NNCA  
e-mail: [neonatalcollege@nzno.org.nz](mailto:neonatalcollege@nzno.org.nz)

Subject Line: FINE training

|  |  |
| --- | --- |
| **Nominee/ Applicant name** |  |
| **Email address** |  |
| **Contact phone number** |  |
| **Workplace** |  |
| **Job Title** |  |
| **NZNO membership #** |  |
| **Please provide a summary of your unit’s professional development plan,** **and how the unit will support ongoing implementation of FINE principles.** | |
| **An overview of your unit including:**   * A summary of the current uptake of FINE 1 training in your unit * The demographic of the community your unit serves. | |
| **If release time will be supported to complete the FINE program**  Yes / No | |
| **Summary of how the unit will support ongoing implementation of FINE 1 principles.** | |
| **Nominated and endorsed by Manager or Nurse Educator (circle)** | |
| **Name & Designation** |  |
| **Email address** |  |
| **Signed** |  |
| **Date** |  |

**NNCA and NZNO use only**

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| --- | --- |
| **Date application received by NNCA** |  |
| **Decision by NNCA Committee** |  |
| **Date member advised of outcome** |  |
| **FINE provider notified of participant details** |  |
| **Copy of outcome provided to C&S Administrator** |  |
| **Award amount entered into MEMS** |  |