

RE: Nursing Foot Care National Journal Proposal

In the following email, you will find listed:

- ✓ background information,
- ✓ draft proposal for a National Foot Care Journal,
- ✓ 4 ways you can get involved,
- ✓ draft Table of Contents,
- ✓ draft 1 year positions available,
- ✓ draft application process,
- ✓ proposal timelines

Background Information:

Thirteen foot care nurses and educators from different parts of Ontario, three from Winnipeg & one from the California met April 27th, 2007 in Kitchener, Ontario prior to NEFCA's foot care conference, to discuss the future of Nursing Foot Care and how to begin introducing the topic of National Foot Care Nurse Guidelines for Skills, Education and Certification.

It was a lively discussion, which included written position statements from another 20 foot care nurses/ educators / managers from across Canada from the East to the West Coast who could not attend the meeting.

This group agreed that there is a definite need for the development National Foot Care Nurse Guidelines.

A consensus was reached to begin this process by developing a communication strategy that could reach the estimated 3,000 – 6,000 foot care nurses in Canada by developing a 'National Foot Care Journal'.

The nurses from Manitoba invited interested foot care nurses / educators / policy makers to attend their September 23rd – 24th, 2007 Foot Care Conference in Winnipeg, to continue working together on this initiative.

Draft PROPOSAL for a National Foot Care Journal

See the following page for a DRAFT Table of Contents. The Journal would be the first Health Care Journal dedicated solely to Foot Care! An initial suggestion for the journal's title was: "FOOT CARE CANADA"!

4 WAYS you can get INVOLVED!

Collaborate as a 'National Team' and be part of the solution!

Advertise; Post / Forward this notice at your workplace, association, conference, newsletter or journal...

Feedback; Please review the Draft proposal & send your comments by email.

Positions; Review the Draft positions and send in your application for a position.

Funding; Send in your suggestions for start up funds / grants.

I look forward to your responses. Thank you in advance for your interest in this initiative.

Cindy Lazenby RN, Foot Care Provider / Educator

DRAFT Table of Contents

- a) Questions and Letters to the Editor
- b) Foot Care Literature Reviews
- c) Community Bulletin for Conferences and Courses and Associations
- d) Classified and Supplier advertisements
- e) Spotlight on a foot care nurse
- f) International Updates
- g) Interdisciplinary collaboration
- h) Nursing Foot Care articles on:
 - i) National Guidelines
 - ii) Clinical Skills
 - iii) Education
 - iv) Research
 - v) Public Policy
 - vi) Certification
 - vii) Conference Speakers
 - viii) UPDATES from each province and territory

Draft '1 year' Positions

1) Editorial Advisory Committee

- a) Qualifications: One to two foot care nurses / educators / managers are required per province and territory that are strong advocates for the advancement of foot care skills and national guidelines development. Experience with evidence-based / best practice, research, education and/or development of policy and procedure an asset.
- b) Estimate ~ 10- 12 hours /year
- c) Job Description:
 - i) Review articles received from your province or territory, then send suggestions for revisions to editor.
 - ii) Editor will send a revised article back for your approval.
 - iii) Send updates to your Co-Chair re: your province or territory foot care activities and articles.
 - iv) Assist with Co-Chair duties as needed

2) Co-Chairs

- a) Qualifications: Four foot care nurse educators / managers are required one from each national region (Eastern, Central, Northern and Western) that are strong advocates for the advancement of foot care skills and national guidelines development. Experience with evidence-based / best practice, research, education, management, newsletter/journal writing skills and development of policy and procedures an asset.
- b) Estimate ~ 50 - 60 hrs / year
- c) Job Description:
 - i) Receive updates from the editorial advisory committee of your region
 - ii) Submit region summary updates to the Chair.
 - iii) Review journal drafts and send recommendations for revisions to editor.
 - iv) Review editor's recommendations and assist the Chair with the development of a balanced budget and strong business plan.
 - v) Recommend suppliers and subscriber sources from your regions to the Chair.
 - vi) Assist with Chair's duties as needed.

3) *Chair*

- a) Qualifications: One foot care nurse educator / manager is required who is a strong advocate for the advancement of foot care skills and national guidelines development. Experience with evidence-based / best practice, research, education, management, development of policy and procedures, committees, curriculum development and working with an editor an asset.
- b) Estimate ~ 100 - 150 hrs /year
- c) Job Description:
 - i) Review national foot care activity updates from Co-Chairs and submit summary articles to the editor
 - ii) Review research and recommendations from editor and assist with the development of a balanced budget and strong business plan.
 - iii) Submit a summary list of suppliers and subscriber sources to the editor.
 - iv) Market journal
 - v) Review journal drafts and send recommendations for revisions to editor.
 - vi) Assist Co-Chair duties as needed.

4) *Editor*

- a) Qualifications: An experienced, resourceful and efficient editor is required. Experience with the use of publisher software, research, developing new programs, education and strong computer skills an asset.
- b) Estimate ~ 250 -300 hours per year.
- c) Job Description:
 - i) Research & make recommendations to the Chair re: similar journal formats and business processes / plans (ie. Wound Care Canada), including appropriate software, printing/ publishing, sales, marketing options...
 - ii) Edit revisions of all submitted articles, drafts, updates, suppliers and classified advertisements
 - iii) Build a database of suppliers and subscribers.

Timelines:

- ✓ April 24th, 07; 1st Draft Proposal submitted by Cindy Lazenby RN to two NEFCA executives
- ✓ April 27th/07; Discussed proposal at pre & post conference NEFCA meetings in Kitchener with thirteen foot care nurses / educators
- ✓ May 2nd/07; Discussed 1st draft proposal with an experienced editor
- ✓ May 11th/07; Revised
- ✓ May 15th/07; Sent 2nd draft to editor
- ✓ May 16th/07; Revised
- ✓ May 18th/07; Sent 3rd draft to editor and a few colleagues that attended the Apr 27th meetings
- ✓ May 30th/07; Revised
- ✓ June /07; Email address of footcarecanada@yahoo.ca has been set up for future correspondence.
- ✓ July /07; Sent 4th draft proposal to editor, nurses that expressed an interest with this initiative
- ✓ July /07; Sent an Invitation to attend Winnipeg's Foot Care Conference to interested nurses, associations and nursing regulatory bodies.
- Sept 23-24/07; Proposal presented at the Winnipeg Conference, for feedback and to propose an application deadline process and date.
- TBA; Application for Editor, Editorial Advisory committee, Chair or Co-Chair positions is _____ and the Deadline Date is _____