香港糖尿科護士協會有限公司
Association of Hong Kong Diabetes Nurses Limited

The Minutes of the 62nd AHKDN Council Meeting

Date: 3rd March 2023 (Friday)
Time: 18:30
Venue: Conference Rm, DM & Endocrine Centre, 9/F Block T, QEH

Present

Ms Loo Kit Man	President	
Ms Leung Yat Sze, Annie	Vice-president	
Ms Yee Shun Wah Amy	Honorary Secretary I	CCWG Representative, EBP
Ms Lam Yuen Hung	Treasurer	Diabetes Hong Kong Representative
Ms Yeung Hoi Ming, Theresa	Head of Education	
Ms Lam Yee Ching	Head of Publication	
Ms Chan Cheuk Man	Head of Communication	
Ms Chan Oi Ying, Sarita	Council Member	Diabetes Hong Kong Representative
Ms Chang Lai Fan, Helen	Council Member	Diabetes Division of HKSEMR Representative
Dr Kwan Yee Mei, Jo Jo	Council Member	Membership
Ms Mok Pik Hung, Maisy	Council Member	Youth Diabetes Action Representative
Ms Wong Ka Chee, Karen	Council Member	
Ms Hung Siu Chan, Veronica	Council Member	

Absent

Ms Yeung Chau Wan	Honorary Secretary II

		Responsible staff
1.	Confirmation of the minutes of the 60th AHKDN Council Meeting ● The 61st minutes was adopted without amendment	
2.	Matter Arising ● Ms. Loo Kit Man reported the evaluation report on "Diagnosed and Treatment of Hepatitis C Among Patients with Type 2 Diabetes" on 24th November 2022 There were 36 nurses attended the webinar	
3.	Official name of Association of Hong Kong Diabetes Nurses Limited ● For application of registration under Business Registration Office, we required to have "Association of Hong Kong Diabetes Nurses Limited" ● Ms. Lam Yuen Hung consulted our legal auditor and starting from now on: "Association of Hong Kong Diabetes Nurses Limited" will be used in official documents e.g. minutes, agenda, invitation letters, appointment letters, and cheque whereas "Association of Hong Kong Diabetes Nurses" will be used in general documents e.g. communication with other associations, certificate, poster	

4. 15th AHKDN AGM

- Date and Time: 24th June 2023 (Saturday), 14:00 - 23:00
- Venue: Crystal Ballroom, 2/F, Cityview Hotel, 23 Waterloo Road, Kowloon
- Theme: Precision Medicine: From Diagnosis to Monitoring (精準醫學, 掌握未來)
- Proposed time table

Post meeting notes: The review panel members and nurse speakers are confirmed

Time	Topic	Speaker
13:30 - 14:00	Registration	
14:00 - 14:05	Welcome Speech	Ms Loo Kit Man President
14:05 - 14:45	Outstanding Achievement Awards and project presentation	Dr Tiu Sau Cheung & Prof Ann Shiu Dr Jo Jo Kwan & Ms Loo Kit Man
14:45 - 15:45	Keynote Speech (1) Biogenetic Markers in Personalized Diabetes Care	Prof Andrea Luk
15:45 - 16:30	Tea Break & Group Photo	
16:30 - 17:30	Keynote Speech (2) Update on Continuous Glucose Monitoring: From Detection to Guide Self-Management	Ms. Chui On Lan Ms. Mok Pik Hung, Maisy Ms Ng Mei Po Mabel Ms. Wong Ka Chee, Karen
17:30 - 17:35	Closing	Chairperson of AGM Organizing Committee
17:35 - 18:00	The 15th Annual General Meeting (members only) ● Annual Report ● Financial Report	 Ms Loo Kit Man Ms Lam Yuen Hung
18:30	Annual Dinner (members only)	

Organizing committee: chaired by Ms Lam Yee Ching and Ms Yeung Chau Wan

Preparatory Work

- 15th AGM logo design, program book printing: proposed to print 200 hard copies for distribution on-site and to DM centres and provide e-certificates for participants
- Venue set up (notebook): Nina (new notebook) and Karen (notebook for backup)
- Guest list:
  1) DM & Endocrine Head of each centre (need to be updated)

Ms Kit Man Loo

	2) All advisors and VIP list 3) Other associations e.g. DHK/HKSEMR (DD)/HKAN/HKCMN/YDA (needed to be updated) 4) Pharmaceutical companies and their sponsorship ($12,000 each) ● Invitation of Outstanding Achievement Awards: Dr Jo Jo Kwan ● AGM MC: Ms Chan Cheuk Man & Ms Helen Chang ● Dinner MC: Ms Theresa Yeung & Ms Lam Yee Ching ● Venue booking, menu arrangement for tea & dinner: Ms Chan Cheuk Man ● Enrollment for symposium and dinner: Ms Nina Chan ● Photographer: Ms Amy Yee ● Gifts for speaker: Ms Lam Yuen Hung (cheque) and Ms Theresa Yeung / Ms Lam Yee Ching (gifts) ● CNE application: Ms. Loo Kit Man	
5.	Collaboration Invitation from ESDlife survey on "Awareness and Knowledge on Diabetic Foot among Hongkongers" ● No commercial product mentioned ● Data collection preliminary ● Seek for professional advice (due date on 6th March 2023) to raise public awareness on diabetic foot care, as well as to alert diabetes patients on the importance to have foot health and check regularly to prevent serious symptoms ● Will promote through press / radio / newspaper ● Ms Loo Kit Man will FU with ESDlife	Ms Loo Kit Man
6.	Invitation as supporting organization or co-organizer ● Diabetes Preventing the Preventable (DPP) Forum 2023 will be held on 7th May 2023 (Sunday) 09:10 - 16:40 in physical format, venue is pending and will provide 10 complimentary registrations (AHKDN is a co-organizer with Asia Diabetes Foundation) ***Post meeting notes*** ***80 complimentary registrations were offered*** ● DEXCOM Evening Symposium will be held on either 8th May 2023 (Tuesday) or 9th May 2023 (Wednesday) in Physical format, venue is pending and will provide complimentary registration (AHKDN is a co-organizer with DHK) ***Post meeting notes*** **The Symposium will be postponed to 7 Jun 2023** ● Congress for People with Diabetes 2023 will be held on 21st May 2023 (Sunday) at Grand Hall, 1/F, 12W, Phase 3, Hong Kong Science Park (AHKDN is a supporting organization with DHK) ● 5th Diabetologist and Endocrinologist Alliance (DEA) AGM will be held on 17th June 2023 (Saturday) 13:00 - 17:00 at Langham Hotel, Tsimshatsui. Theme: "Brittle Diabetes Workshop" ***Post meeting notes***	Ms Loo Kit Man

	AHKDN is a supporting organization	
7.	Novo Nordisk - the 100th Anniversary collaboration ● Novo Nordisk preliminary invited AHKDN to provide support in the captioned event, patient talk related to insulin therapy, resistant to insulin therapy or insulin as a social stigma ● Ms. Loo Kit Man will follow up with Novo Nordisk	Ms Loo Kit Man
8.	Bayer (Eylea): 5 minutes video production on DM Retinopathy ● Ms Sarita Chan reported that the main focus of 2 videos were DM retinopathy from mild eye disease such as cataract progression to severe retinopathy such as maculopathy, if it is not managed timely and it would affect the patient's daily life. The 2 videos demonstrated by 2 different scenarios but the doctors' education part seemed no different. The photos on the videos were not matched with the doctor's explanation. It was proposed to combine 2 videos into one. David from Bayer would ask the vendor to amend. ● Ms Ms Sarita Chan will follow with David	Ms Sarita Chan
9.	Evidence-based Practice (EBP) Committee on Detection and Prevention of Insulin-induced Lipohypertrophy, Evidenced-based Practice Education Seminars Part 1, 2 and 3 ● The 2nd identical education webinar of Detection (Manual Examination) and Prevention of Insulin-induced Lipohypertrophy Evidence-based Practice under donation funding from Asia Anti-Aging Association 亞洲抗衰老協會 was held on 7th January 2023 ➢ Total attendance: 59 ➢ Around 85% were satisfied the program, achieved its objective, enhanced learning and practical for use ➢ Comments: fair audio but practical, more case sharing, introduce different kinds of insulin, use and preparation ● Detection and Prevention of Insulin-induced Lipohypertrophy Part 2: Application of Ultrasound to Detect Lipohypertrophy Webinar was held on 14th January 2023 ➢ Total attendance: 72 ➢ Around 94% satisfied the program, achieved its objective, enhanced learning and practical for use ➢ Comments: informative, excellent arrangement and practical, very clear presentation and useful, great sharing ● Detection and Prevention of Insulin-induced Lipohypertrophy Part 3: Application of Point-of-Care Ultrasound to Detect Insulin-induced Lipohypertrophy On-site Workshop will be held on 25th March 2023 ➢ Attendees fulfilled the following criteria will have first priority ✧ attending both hybrid seminar on 26th November 2022 and webinar on 14th January 2023 ✧ their work place will have POC Ultrasound ➢ 35 applicants enrolled fulfilled the above criteria as of 2 Mar 2023 (Enrollment deadline is 3 Mar 2023)	

	➢ Suggested to add extra 3 seats (DM centre with tight quotas or council members) as helpers at the workshop (as limited quotas with only 36 seats only) ➢ Reminded to attend on time for those successful applicants ➢ Patient source: total 6 patients were invited; 3 cases were invited by Ms Maisy Mok ➢ $300 Honorarium to each patient, cheque/receipt will be prepared by Ms Lam Yuen Hung ➢ USG machines to be used / back up to be prepared by Ms Karen Wong / Ms Loo Kit Man / Ms Grace Lin / Ms Annie Leung / Ms Maisy Mok / one from POH and required full charge battery ➢ Proposed to repeat USG theory in the EMW Symposium	Ms Lam Yuen Hung Named members
10.	Re-design AHKDN website ● Received quotation to revamp our website from ICE Pacific Limited is$42300 and allow 3 amendments ● Reported by Ms Nina Chan, she found the encrypted minutes and past AGM programme books could be placed under "Professional Events" if necessary ● "Member Zone" can access gallery and notes ● "Public" can access public resources e.g. community activities and health information ● AHKDN website have 100 GB of storage ● Head of Communication and Ms Nina Chan are responsible for the website update	Ms Loo Kit Man & Ms Chan Cheuk Man
11.	Educational activities ● DM Management course was confirmed to be run from 4th July 2023 to 29th August 2023 ➢ DH will sponsor around 30 nurses ➢ DHC & DHCE nurses are encouraged to enroll (probably ~ 40 staff as estimated by Ms Harriet Chung). Ms Chung suggested to add some primary care elements in our DM course for their nurses. ➢ Taking reference from the PRCC in Primary Health Nursing, there are only 2 hours of lecture on the nursing management of DM and HT ➢ DM related topics such as pre-diabetes and HT will be inclusive as DHC or DHCE focus on preventive care e.g. HT management and pre-diabetes Pre-diabetes emphasize on lifestyle modification and ➢ The target applicants will be 70 - 80 nurses from both DH and DHC nurses ➢ Total-10 lessons for the DM course (include pre-diabetes, hypertension and lipid management) ➢ Participants included nurses from FM, OPD, DH nurses ➢ Members opt for ZOOM format for the course in consideration of the venue and travelling issues. ➢ An e-certificate will be issued with 80% and or above attendance. ● DM exercise video on muscle resistance training and 4 videos on the differences between the muscle strengthening and aerobic exercise (weight bearing for osteoporotic patients) (from Sanofi)	Ms Theresa Yeung, Dr Jo Jo Kwan and Ms Chau Wan Yeung

	1) Aerobic and muscle resistance / muscle strengthening pros and cons, its theory and frequency 2) Elastic banding/ water bottle used for exercise 3) Balance exercise ➢ Ms Loo Kit Man will contact the President of Physiotherapy Association in coordinating for videos including topics like ways in weight-bearing exercise and specify which part of the muscle was trained and beneficial as well as mentioning the risk of injury	Ms Loo Kit Man
12.	New options for the Annual Membership Fee ● Not opt for Life membership ● Opt for "Senior" member ≥ 60 years old (reference from HKAN) ● Dr Jo Jo Kwan will help in updating the rules and regulations on the application form and membership form 2023 - 2024	Dr Jo Jo Kwan
13.	Social Events for AHKDN members ● Members proposed the event to be held in November 2023 in Hong Kong ● Proposed overnight ● Educational component with suggestions on "Healthy Eating" with cooking class demonstration, Ms Veronica Hung and Dr Jo Jo Kwan will help in organizing the activities	Ms Veronica Hung and Dr Jo Jo Kwan
14.	Membership update: ● Dr Jo Jo Kwan reported ➢ 168 active members ➢ 112 ordinary members and 56 associate members ● Proposed to stock take wind coats and Polo tee for our council members	
15.	Report from the Sub-committees ● Evidence-based Practice (EBP) Committee, reported by Ms Amy Yee ➢ The 26th AHKDN EBP Committee Meeting was held on 9th February 2023 via zoom A) Standardization of lipohypertrophy documentation B) How and what is systematically rotation of injection site/areas C) Compare cutaneous amyloidosis and lipohypertrophy D) Alternate insulin injection sites ➢ Literature review on the above topics, gathering information then may proceed to the next step Ms May Maisy Mok suggested to consider the applicability of the above topics in clinical settings before proceeding ● AHKDN Newsletter Committee, reported by Ms Lam Yee Ching: ➢ The AHKDN newsletter issue 18 is ready and will be sent out to different DM centres next week ➢ Proposed next issue will be related to topics in 15th AGM ● Clinical Work Group on Diabetes Nursing Accreditation, reported by Ms Amy Yee ➢ No update	
16.	Report from related Association and Society	

- Hong Kong College of Medical Nursing (HKCMN): reported by Ms Yuen Hung Lam
  - Last meeting was held on 16th December 2022
  - Official address will be moved from PMH to a new location in June 2023
  - IND 2023 will be held on 06.05.2023 by HKAN/NTEC
  - Membership renewal deadline will be on 31st March 2023
  - Fellow Exit Assessment in 2022: 1 DM candidate passed
  - One application of Diabetes Nursing in 2023 and MCQ Exam will be held on 13th May 2023 and required new MCQ
  - Election of Council Member 2023 - 2026: Ms Mabel Ng / Dr Jo Jo Kwan / Ms Shimen Au
  - Diabetes Nursing will be merged into Medical Nursing in 2025, work-group members are suggested as follows:
    1) Ms May Chan (preparatory course lecturer)
    2) Ms Winnie Cheng (HKCMN)
    3) Dr Jo Jo Kwan (AHKDN & HKCMN)
    4) Ms Carmen Leung (Endo. Ward)
    5) Ms Annie Leung (AHKDN)
    6) Ms Mabel Ng (HKCMN, earned Fellow)
    7) Ms Tammy So (NSD T&D)
    8) Ms Amy Yee (CCWG)
    9) Ms Tracy Lau (HKCMN)
    10) Ms Shimen Au (HKCMN)
    11) Ms Lam Yuen Hung (double Adv Med & earned Fellow)

    And will call for meeting soon
  - Now we have 6 earned Fellow in Diabetes Nursing

- Diabetes Hong Kong (DHK), reported by Ms Sarita Chan:
  - Last meeting was held on 9th February 2023
  - Council meeting will be held on 30th March 2023
  - Patient Congress will be held on 21st May 2023 at Science Park
  - Coach will be provided to DM Centres
  - Theme on 防糖•疫傳•大流行, DM prevention, COVID-19 & DM, there are lion dance performance/ 跳繩 / 魔術 / lecture / booth exhibition
  - 消渴名人堂 / 控糖達人 / recruit patient groups for the activities

- Diabetes Division (DD), HKSEMR, reported by Ms Helen Chang
  - Seminar "Taking Diabetes, to Heart" was held on 2nd March 2023
  - "A - Z series" "W" Weight Management will be held on 27th April 2023 with speakers: Dr Michele Yuen and dietitian (pending)

- Youth Diabetes Action (YDA), reported by Ms Maisy Mok:
  - CGM plus project sponsored by Jockey Club will have press conference on 12th April 2023

Post meeting note
It was rescheduled to 26 Apr 2023

	➢ There are 1200 sponsored patients ➢ 3 years recruitment: target group - Type 1 diabetes, age from 2 to 30 years old, provide 2 years CGMS sensors, education package for the CGMS user ➢ DAFNE worksheet will be taken as a reference for Type 1 teaching curriculum ➢ Children Camp is proposed to be held on 21st - 22nd October 2023, pending organizing OC committee	
17.	AOB ● Nina's wages was proposed to be paid from yearly to quarterly after finishing the last contract with cut-off date on 31st March 2023. She would Collective documented hours was continued including phone consultation and keeping the existing wage $120/ hr ***Post meeting notes*** ***Double-checked the latest contract. Nina's hourly wage should be $130/hr.*** ● Dr Dr Jo Jo Kwan reported "健康甜勿在明愛,慢性疾病風險篩查" from CommunityHealth@CIHE will be held on 11th March 2023, exercise booth will be set up and adopted AHKDN exercise song for exercise demonstration.	Dr Jo Jo Kwan
13.	Date and venue of the next meeting ● 19th May 2023 at 1830 at Conference Room, DM & Endocrine Centre, 9/F Block T, QEH ***Post-meeting notes:*** ***The meeting was rescheduled on 4 May 2023***	

The meeting was adjourned at 21:30





Loo Kit Man
President (2022-2024)

Yee Shun Wah Amy
Hon. Secretary I (2022-2024)