



# CHAPLAINCY MESSENGER

For: All Hospital Chaplains, Chaplaincy Assistants, LSP and Trust Board Members

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## Another New Year

Greetings and best wishes for 2009. I trust many of you have had the opportunity to take some time and relax and do whatever it is that brings you refreshment from the demands of your work. With the talk and reality of the financial crisis starting to hit, and the various disasters that have affected families across the country, from air crashes, road crashes, drownings, innocent and / or helpful people being accidentally killed, domestic violence, there is a lot of sadness, grief and anxiety in the community. It is in these times when our ministry of affirming spiritual well-being for those in the hospital setting and those we come in contact in the community, can be of great importance. Reminding folk that life lived in relationship with God, self and a caring community can be positive and nurturing. Our actions to help those sick, hurt, grieving and confused to feel affirmed may allow them to prepare for the worst while rekindling their hope for the future.

## Snippets from Executive Committee December meeting

### Code of Ethics for Hospital Chaplaincy

After several years and much redrafting by the ICHC Trust Board Executive Committee, a draft "Code of Ethics" is enclosed with this "Chaplaincy Messenger" for all ICHC Chaplains, Chaplaincy Assistants, the NZHCA and LSP's to consider. Comments / suggestions in writing will be welcomed and should be addressed to the Executive Officer to arrive prior to 10 March 2009. The comments will be considered by the Executive at its March meeting.

### "Refreshment Leave"

The ICHC Executive Committee has decided to make changes to its proposal for a form of "long service leave" provision including, changing the proposal to a "Refreshment Leave" provision and looking at calculating eligibility from 1 January 2005 which could have the first chaplains being able to apply for consideration from 1 January 2010, if they have taken all their annual leave entitlements over the past 5 years. A revised paper will be considered at the next meeting in March.

**Removal Expenses for newly appointed Chaplains** The 2005 policy on the recruitment of Chaplains requires that LSP's will meet removal expenses for new appointees. The ICHC Executive Committee has reviewed this policy as LSP's are increasingly unable to meet the full cost of removal expenses including removal insurance cover and the national office has had to offer some assistance in several cases recently.

The Executive Committee :-

1. confirmed that responsibility for removal expenses remains with LSP's
2. reminds LSP's of their need to budget for removal expenses, as there is no knowing when a vacancy will occur that has to be filled with the best applicant for the position
3. asked the E.O. to explore with our insurance broker the possibility of lower insurance cover for removals to be arranged. (This is being explored.)
4. directed the national office not to contribute to any further removal expenses

## New Ministry of Health Contracts Officer to visit us 4 February

Mr Alan Henderson is to visit us to discuss the new contract and discuss our first reports which were to have been sent to the DHB's covering the work of each of our chaplaincy services for the 6 months to 31 December. Unfortunately by 29 January not all statistical reports are in and we are having to chase these up. This is disappointing as in the December "Chaplaincy Messenger" we again reminded every one of the need for them to be on time this year. We said *"Statistics Reports with trends and anecdotal comments Please ensure your reports to 31 December 2008 are sent in as early as possible and before you go on leave if you will be on leave before 31 December. The first chaplaincy reports to be sent to each DHB, covering the work of their chaplaincy service for the 6 months to 31 December 2008 have to be prepared in the ICHC office from the information you send in. We want these reports to be on time and to achieve this, we need your help."*

## List of Hospital Chaplains by Hospital

By popular request the list of Hospital Chaplains and their contact details has been up-dated and reprinted in a paper copy which is being sent out with this "Messenger." The list by hospital is also available on our website [www.ichc.org.nz](http://www.ichc.org.nz) with the chaplains hospital and phone numbers listed. Simply go to the ICHC home page and click on the blue button titled "find a chaplain".

## Hospital Chaplaincy National Appeal

The total passed \$100,000 on 10 December. We hope to distribute the money donated for local chaplaincy services to LSP's during February.

## Advertisement - Mercy Parklands, Auckland Pastoral Care Worker 8 hours per week

This 96 bed hospital and retirement home in Auckland is looking for a Pastoral Care Assistant to bring the Team up to 4 members. Enquiries and application, to [erika@mercyParklands.co.nz](mailto:erika@mercyParklands.co.nz) or contact Erika on 09 969 6492.

## Office Staff Movements in February

### National Executive Officer

- 4 Feb Meeting with Alan Henderson, MoH contract manager
- 9 Feb Commissioning of Rev Barbara Walker at Hawke's Bay Regional Hospital
- 11 Feb Chaplaincy Dinner at Hutt Hospital
- 13 Feb Commissioning of Fr Raju Kallumpurath and Rev Ron Ashford at Auckland City Hospital
- 18 /19 Feb Midland Regional Chaplaincy Training days at Gisborne Hospital

### National Administrator/Trainer

- 4 Feb Meeting with Alan Henderson, MoH contract manager
- 9 / 10 Feb Waikato Team Re-formation
- 11 Feb Chaplaincy Dinner at Hutt Hospital
- 13 Feb Meeting re MoH Subsidy payments
- 18 Feb Meeting with Auckland LSP
- 19 / 20 Feb Nelson Team Re-formation
- 21-25 Feb In Christchurch: including 24/25Feb Christchurch Public and Women's Hospitals Team Re-formation

## Chaplaincy Movements

### Appointment:

**Rev Moega Lasei** (Congregational) .5 FTE Ecumenical Chaplain at The Princess Margaret Hospital, Christchurch commencing 1 April 2009.

### Resignations:

**Sr Maria Vaughan** Assistant Catholic Chaplain at Waikato Hospital resigned with effect 19 December 2008

**Sr Sia Otuhiva** Catholic & Ecumenical Chaplain, Wairoa Hospital, resigned with effect from 27 January 2009.

**Rev Dr Jock Hosking** Ecumenical Chaplain, Whangarei has advised that he will be retiring in June 2009.

## How to notify the CHARITIES COMMISSION of changes in your Charity

The LSP chairpersons at their meeting with the ICHC Trust Board in Wellington in October 2008 asked that the ICHC prepare for LSP Secretaries, instructions on how each LSP which is now a registered Charity, should go about meeting the legal requirements to notify the Charities Commission of changes in the Charity (LSP). This includes each members appointment, and removal (whether by resignation, death, or committing offences, etc) which must be **reported to the Charities Commission within 3 months** of it occurring. Also any change in the charity's rules or balance date, or address for service, (often the secretary's address). Whether the Charity (LSP) is legally constituted as a Trust, an Incorporated Society or an Unincorporated Committee, it is required that all changes be reported to the Charities Commission.

We have on 21 January sent to each LSP Secretary (or chairperson or treasurer if there is currently no secretary) instructions on how to find the forms you need to complete, to notify the changes, plus examples to follow. They also cover how to complete the LSP's Annual Return to the Charities Commission using Form 4 which goes in with a copy of your financial statement for the year. This form does not need to be completed until the date notified to you by the Charities Commission when it approved your Charity registration. Most of these are in 2009 or 2010.

### Thought for the month:

"The thoughts we choose to think are the tools we use to paint the canvas of our lives " Anon



Ron Malpass  
National Executive Officer