

North American Registry of Midwives

2019 Annual Report

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This annual report can also be found on the web at www.narm.org.

North American Registry of Midwives

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Board Members

2019

NARM Board of Directors

Miriam Atma Khalsa LM, CPM
Chairperson
Policies and Procedures

Carol Nelson LM, CPM, ASM
Treasurer
Applications

Debbie Pulley LM, CPM
Secretary
Public Education & Advocacy

Kim Pekin LM, CPM
Professional Development

Rachel Fox-Tierney, CPM, LM
Communications

Mary Anne Richardson, CPM, LM
Accountability

Lisa Clark
Public Member

NARM Executive Director

Ida Darragh LM, CPM
Testing



Reports 2019

Executive Summary

Ida Darragh CPM, Executive Director

The North American Registry of Midwives (NARM) is the leading certification agency for direct-entry midwifery in the United States. The NARM Certification credential and/or the NARM Examination are required for licensure in most of the states that license direct-entry midwives and in all the states that license midwives specifically for out-of-hospital birth.

NARM's midwifery certification is a state-of-the-art, legally defensible certification program. NARM's CPM certification program is accredited by the National Commission for Certifying Agencies (NCCA) and the accrediting division of the Institute for Credentialing Excellence (ICE). ICE/NCCA accreditation means our certification process was reviewed in detail and meets or exceeds the standards set by ICE for certifying agencies. The NARM Board is responsible for overseeing the operations of the certification program, including processing applications and recertifications, test development and administration, finances, accountability,

public education and advocacy, publishing a newsletter, and maintaining up-to-date policies and procedures for all departments.

NARM contracts with Dr Gerald Rosen for psychometric oversight and guidance and with ProvExam for computer administration of the NARM Examination. NARM maintains a web site (www.narm.org) for distributing information to candidates, certificants, and the general public. In 2019, the NARM Test Department, under the direction of Ida Darragh, oversaw the administration of the NARM Examination to 310 certification or licensure candidates.

Since beginning computer-based testing in June of 2014, NARM changed from three testing dates per year at twenty testing sites to a continuous cycle of testing dates at over 100 computer testing centers. Computer based testing has been well received by the candidates, especially due to the increase in test sites and the convenience of year-round testing.

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NARM participates in several major conferences each year representing the CPM credential via attendance, sponsoring an educational booth, or teaching workshops. In 2019, NARM representatives participated in public education about midwifery in exhibit booths at these conferences: The Midwives Alliance of North America (MANA), the American Public Health Association (APHA), the American College of Nurse-Midwives (ACNM), and the National Conference of State Legislators (NCSL). NARM representatives attended or presented at additional conferences, such as the American Association of Birth Centers (AABC), the Institute for Credentialing Excellence (ICE), and the Council for Licensure, Enforcement, and Regulation (CLEAR). Additionally, in 2019, NARM representatives attended the Birth Equity Summit in Santa Fe, New Mexico.

NARM welcomed two new board members in 2019: Rachel Fox-Tierney from California and Mary Anne Richardson from Tennessee. Also, with much gratitude, NARM said goodbye to long-time board member and chair of Accountability, Shannon Anton. Shannon is enjoying her

retirement living in Vermont and taking care of her horse.

The NARM Applications Department is under the direction of Carol Nelson with assistance in evaluating and processing applications by Sally Nelson and several part-time assistants. The NARM Applications Department reports that the total number of new CPM certifications issued in 2019 was 260. The total number of midwives who have received the CPM certification by the end of 2019 is 3683.

Treasurer Carol Nelson reports NARM is financially solvent. NARM's income is received from NARM application and recertification fees and from test sales to candidates taking the exam for licensure. The total income during 2019 was \$580,281. Operating expenses ran \$458,793. NARM retains savings to cover cost overruns in future years and for future projects such as updating the website, purchasing office equipment, or planning for the Job Analysis.

Mary Anne Richardson directs NARM's Accountability Department, which handles complaints against CPMs and follows a formal

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Grievance Mechanism. Complaints are handled first in local peer review and then by the NARM Grievance Mechanism, if needed. This process has worked exceptionally well in the resolution of grievances and in assuring the accountability of CPMs.

NARM Accountability received a total of twelve complaints in 2019, three of which were handled in Complaint Peer Review and one through the Grievance Mechanism. In addition to the four complaints processed, two complaints were dropped because the midwives had moved out of the country, and six additional were deemed not appropriate for NARM's process because the midwives were not certified by NARM or because there were no identified complainants. Since 1995, six CPM credentials have been revoked.

Debbie Pulley, in Public Education and Advocacy, also acts as secretary to the board. She handles hundreds of phone calls and e-mails every month from CPMs, candidates, and the general public. She keeps the board minutes of the weekly board conference. Debbie manages

the web site and all of NARM's documents including the Application Packet and the Candidate Information Bulletin.

Lisa Clark is the public member of the NARM Board. Lisa is an advocate for midwifery and birth options in Alabama, having worked with midwives and consumers on licensure proposals since 1996.

Miriam Khalsa is responsible for keeping records of all policy decisions made by the board during our weekly phone calls and twice-yearly board meetings. She organizes all current policies that define how NARM operates. In July of 2016, she became chair of the board.

Kim Pekin joined the NARM Board in January, 2015 with the task of organizing and following up on several special projects and has since taken the responsibility for professional development for NARM.

Rachel Fox-Tierney joined the NARM Board in 2019 and takes responsibility for Communications, drafting the eblasts that communicate

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NARM news and policies to the CPMs and Applicants.



NARM Income and Expenses

*Carol Nelson LM, CPM, ASM
Treasurer*

The year 2019 was a good year for NARM from a fiscal standpoint. We ended the year with all expenses paid. The certification process has taken a lot of financial resources and continues to take more as we grow in numbers.

Our total income for 2019 was \$580,281. NARM's main sources of income are from Test Sales and Applications. Applications income includes fees for processing applications, certifications, and recertification. Expenditures for 2019 were \$458,793 and include categories such as Applications staff, office expenses, contracts with our psychometrician and testing company, and legal consultant, membership and fees for regulatory and credentialing organizations, and the many conferences NARM attends to promote the CPM credential.

As the Treasurer for NARM, I believe meeting current expenses and planning for anticipated future expenses is the only fiscally responsible

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way to run our organization. We need to not only cover current costs, but we must think ahead to future projects, both mandated and innovative, and must therefore ensure that reserve funds are available for those projects. The Job Analysis is one such project, as is maintaining NARM's applications office with necessary equipment and staff. To remain state-of-the-art in testing, we must continually invest in test development and accreditation. Other projects include continued work on Item Writing and Cut Score Workshops, and education, advocacy, and participation in national and international midwifery initiatives.

Our expenses are set to allow for an annual increase in net assets so NARM establishes a reserve fund for mandated large projects such as the job analysis and item writing and cut-score workshops. A few of our main expenses are: Consultants who run our Applications Office and the Testing Company we work with, Printing, Postage, Telephone, Conference Fees (going to conferences to promote CPMs and the Midwives Model of Care, education, and advocacy initiatives), Dues/Membership in organizations such as the Institute for Credentialing Excellence

(ICE) and Council on Licensure, Enforcement and Regulation (CLEAR), Insurance, Legal Fees (to be sure we stay Legally Defensible), and Office Expenses and Supplies.

North American Registry of Midwives uses Quickbooks for accounting.

We are looking forward to NARM's continued growth in 2020.

With the growth of our certification process and more Certified Professional Midwives each year, we feel honored to be doing our part to move midwifery forward and to promote the Midwives Model of Care as a viable option for women and families through out North America.



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NARM Accountability Committee

*Mary Anne Richardson LM, CPM,
Director of Accountability*

The NARM Accountability Committee follows Complaint Review and Grievance Mechanism policies to address complaints against CPMs and CPM applicants. Legal advice is sought when appropriate. The NARM Board receives regular updates regarding the activities of Accountability Committee.

The NARM accountability processes work to address concerns regarding competent midwifery practice. The NARM Board reserves the right to evaluate—in its sole discretion—the appropriate application of NARM’s Complaint Review and Grievance Mechanism. Complaints received by the NARM Board that do not involve issues relating to competent midwifery practice will not be addressed through NARM Complaint Review or Grievance Mechanism.

NARM will not begin the processes of Complaint Review or Grievance Mechanism with a CPM who is also facing regulatory investigation

or civil or criminal litigation. NARM will apply these processes only after such proceedings are concluded. It is the responsibility of the complainant to notify NARM within ninety days of the conclusion of proceeding.

Participation in peer review or peer review education is mandatory for CPM recertification. The CPM credential is renewed every three years. A CPM with inactive or expired status is bound by all policies regarding NARM Community Peer Review, Complaint Review, and Grievance Mechanism. Failure to respond to a complaint will result in revocation of the credential.

Participation in NARM Complaint Review or Grievance Mechanism is mandatory for a CPM applicant named in a complaint.

NARM Accountability processed four complaints in 2019. Three were addressed and resolved through Complaint Review with recommendations to the CPM. One proceeded from Complaint Review through Grievance Review. Since 1995, six CPM credentials have been revoked.



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Test Department

*Ida Darragh LM, CPM,
Director of Testing*

Major Tasks of the Test Department in 2019 included:

1. Maintaining yearly renewal of NARM's accreditation by the National Commission of Credentialing Agencies (NCCA), the accrediting arm of the Institute for Credentialing Excellence (ICE).
2. Presenting workshops or conference sessions at several national conferences related to midwifery or to credentialing and regulation.
3. Working with the CPMs in states considering licensure. NARM Board members regularly participate in email and telephone discussion with midwives in states seeking licensure and sometimes visit midwives, regulatory agencies, and legislators in those states. We wrote letters regarding midwifery legislation and/or spoke on the scope of practice of CPMs for legislative committees in several states, including Hawaii, Kentucky, and Illinois.
5. Maintaining regular communication with our psychometric services consultant, Dr Gerald Rosen, and with our computer testing company, ProvExam, under the direction of Henry Sorensen.
6. Attending the annual ICE and CLEAR conferences, participating on several committees in each organization.

NARM Testing

The NARM Examination was given to 310 candidates from in forty-one states, one U.S. territory, three Canadian provinces, and one foreign country. By the end of 2019, thirty four states recognize the CPM for legal practice or use the NARM Examination as part of the state licensure process: Alabama, Alaska, Arkansas, Arizona, California, Colorado, Delaware, Florida, Hawaii, Idaho, Indiana, Kentucky, Louisiana, Maine, Maryland, Michigan, Minnesota, Missouri, Montana, New Hampshire, New Jersey, New Mexico, Oregon, Rhode Island, South Carolina, Tennessee, Texas, Utah, Virginia, Vermont, Washington, Wisconsin, and Wyoming.

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The NARM Examination is administered by computer at over a hundred College or University testing centers. The computer exam is coordinated by ProvExam based in Florida.

In 2019, the pass rate for the NARM Examination was 84%. The pass rate for those taking the exam for the first time was 86%.

Test Development

Test questions are written by teams during Item Writing workshops, and many writers continue to submit questions throughout the year. All questions are reviewed again by two teams of item writers. Final reviews are done by the NARM Board. Two forms of the exam are in use at any given time.

In 2019, NARM held two Item Writing workshops to write and review potential questions for the NARM Examination. There were fourteen CPM participants in a workshop in Blue Spring, Missouri and twelve CPM participants in a workshop held in Oakland, CA. These workshops add to the three workshops held in 2018 in Wisconsin, Tennessee, and northern

California, which were attended by an additional thirty-eight CPMs. A Test Review Committee meeting was held in 2018 in Rockville, MD. Though, as usual for review teams, this group was looking at each question for relevance, currency, clarity, readability, and accuracy, and this review also focused specifically on bias. NARM seeks geographic, cultural, and ethnic diversity in those who participate in writing and reviewing test questions.

NARM Participation in ICE and CLEAR

The NARM Test Department and Board of Directors participates in the national conferences of both the Institute for Credentialing Excellence and the Council for Licensure, Enforcement, and Regulation. In 2019, Executive Director Ida Darragh and board member Kim Pekin attended the ICE conference in Minneapolis, MN in November and the CLEAR business meeting in Charleston, SC in January. In addition, Ida has served on ICE's Benchmarking committee, the National Commission on Certifying Agencies, the Accreditation Services Council, and on CLEAR's Exam Resources and Advisory

Reports 2019

Committee and Credentialing and Examination Issues committee. Ida also continues to serve on the CLEAR Board of Directors.



Applications

Carol Nelson LM, CPM, ASM
Director of Applications

In 2019, NARM issued a total of 310 new CPM credentials. Total 2019 New CPMs by Entry Route:

- Graduates of MEAC accredited schools: 126
- Portfolio Evaluation Process (PEP): 107
- State Licensed: 125
- CNM: 2

A total of 3683 CPM certifications have been issued since 1994.

- 2348 (64%) have Active certification
- 37 (1%) are deceased
- 1018 (28%) have Expired certification
- 220 (6%) have Inactive certification
- 54 (1%) have Retired certification status
- 6 (<1%) have Revoked certification

There are 1084 NARM Registered Preceptors.

By the end of 2019, 388 Midwifery Bridge Certificates had been issued.

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Public Education & Advocacy

*Debbie Pulley LM, CPM
Director of Public Education & Advocacy*

The Public Education and Advocacy director handles phone calls generated through the toll-free NARM information phone number. Calls include requests for information on how to become a CPM, application questions, and recertification questions. There are also calls seeking general information about the NARM process or requests for midwife referrals. This office also handles press interviews.

The NARM Candidate Information Bulletin is updated regularly on the web and in print.



Policies and Procedures 2019

*Miriam Atma Khalsa, LM, CPM
Director of Policies and Procedures*

The NARM Board regularly reviews existing policies for the purpose of clarifying the information in a previous policy or for establishing new policy. New and amended policies in 2019 include:

- Discontinuation of the Experienced Midwife route of application
- Discontinuing the Internationally Educated Midwife route of application and requiring midwives with international credentials to be evaluated by a MEAC-accredited school of midwifery
- Setting guidelines for processing a complaint against a CPM who is living outside of the U.S.
- Refining language in the Candidate Information Booklet regarding instructions and policies for computer-based testing

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- Allowing preceptors who were not registered with NARM but were registered with a MEAC-accredited school to apply for consideration of retroactive registration as a preceptor for a specific PEP candidate.
- Approved a discount on recertification for CPMs who chair a local Complaint Review Committee



Professional Development

Kim Pekin, CPM, LM

Directory of Professional Development

Projects Completed

- NARM Preceptor Webinar – The NARM Preceptor Webinar on GOLD Learning continues to be popular with NARM Registered Preceptors. In 2019, the webinar was completed by 350 people. Participants were from thirty-one countries as well as forty-four U.S. states and Puerto Rico. In January and February of 2020, the webinar had been completed by an additional thirty-four people. Since the launch of the webinar in 2018, it has been completed by 703 people in 34 countries.

Goals

- Continue to gather preceptor resources and make them available on the NARM Preceptor Resources page on the NARM website.

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- Find continuing education opportunities and present to the NARM Board for consideration as an addition to the NARM website.
- Work with the NARM Accountability Department to develop an accountability process to address preceptor complaints.



Communications and Eblasts

Rachel Fox-Tierney
Director of Communications

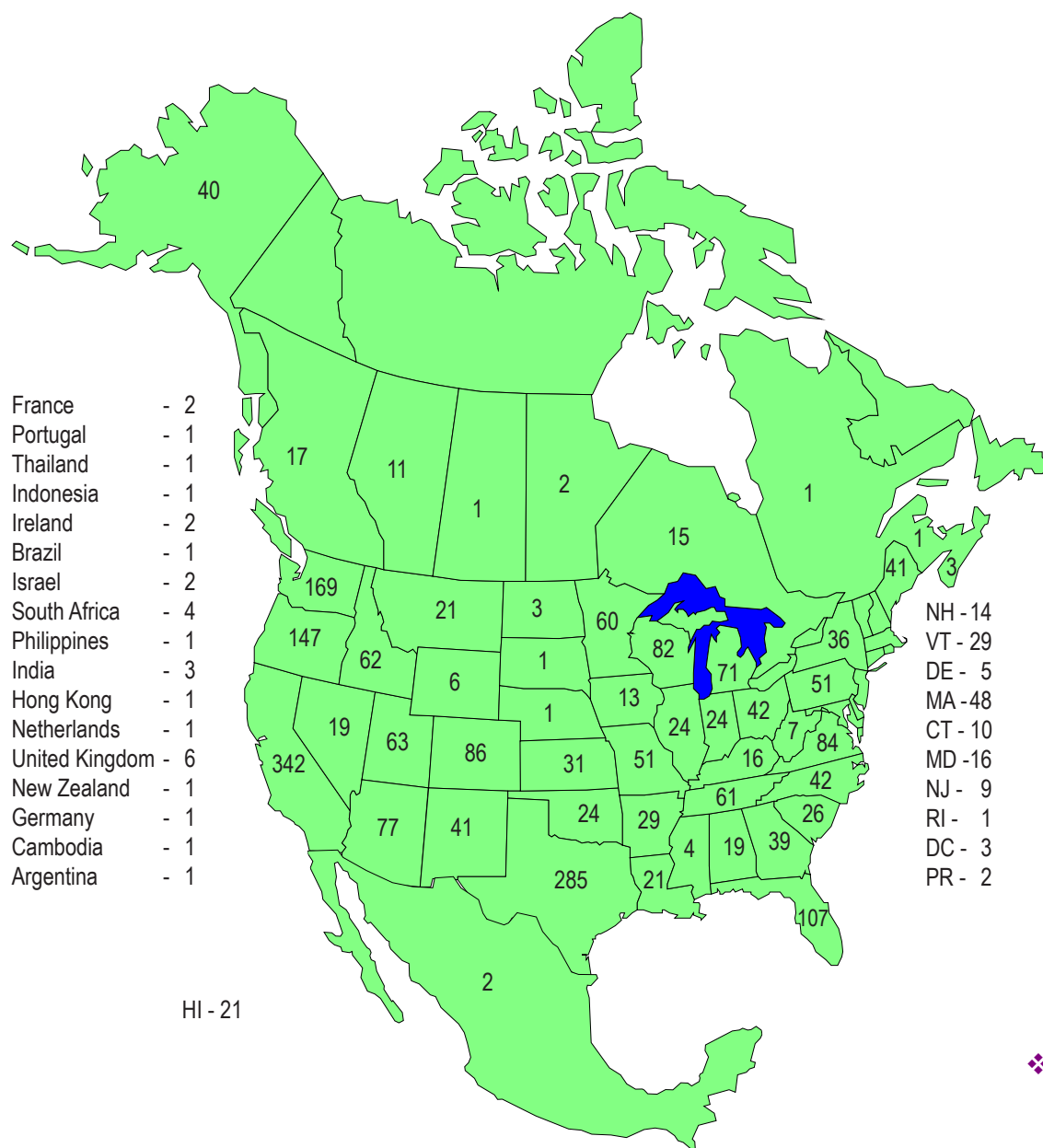
eBlast Report for 2019

- Half of all the eBlasts were sent to everyone on our email list, and half were targeted to just CPMs and applicants.
- Approximately 30-57% of recipients open each eBlast with policy updates and logistical resource content receiving most opens.
- eBlasts are uploaded to the webpage News and Updates section with the date sent listed for reference.
- This year the eBlast template was updated and refreshed with the April 9 eBlast.
- The goal for 2019 was approximately one eBlast per month. This goal was met with twelve eBlasts sent.



Reports 2019

Following is a map listing the location of CPMs in North America as of December 31, 2019



Board Biographies 2019

Biographies of NARM Board Members

Lisa Clark

Lisa holds a BSEd. from Texas A&M University. Her love of history encouraged her to learn more about the history of midwifery and childbirth in the United States.

She began advocating for increased maternity care options in Alabama in 1996 shortly after relocating from Texas. In 2002, Alabama home birth families learned that midwives could not legally attend home births. In 2004, Lisa co-founded the Alabama Birth Coalition (ABC); she has been honored to serve on the ABC board with many brilliant women through the years in this effort.

Lisa was nominated to the NARM Board in January, 2016, and currently serves as Public Member. She has four grown children and lives in Huntsville, Alabama. She is working towards certification as a postpartum doula.

Rachel Fox-Tierney, LM, CPM

Rachel Fox-Tierney is a Certified Professional Midwife (CPM) and California State Licensed Midwife. She has been providing midwifery and home birth care in a group midwifery practice since 2005. Rachel graduated from the University of California, Davis in 1992 with a Bachelor of Science Degree in Psychology. She worked in the Departments of Psychology and Epidemiology and Public Health at Yale University on several projects related to HIV/AIDS and women's health.

During her time at Yale University, she discovered midwifery and graduated from the National Midwifery Institute in 2005. Since 2000, she has been actively involved in state-level midwifery advocacy serving in several roles in the California Association of Midwives.

In addition to welcoming new life, Rachel has been committed to serving families who have experienced loss and grief during childbearing as the Medical Director for A Heart to Hold from 2011-2014 and as a Fetal Infant Mortal-

Board Biographies 2019

ity Review Team member for the Yolo County Health Department since 2014.

She has been on the NARM Board since January 2019 as the Electronic Communications Coordinator. Rachel and her husband of over twenty-four years have two home-born sons and live in Northern California.

Miriam Khalsa LM, CPM

Miriam attended homebirths in Massachusetts from 1981 through 2013. She was a founding member of the Massachusetts Midwives Alliance (MMA) and served on its board in various positions for eighteen years. She co-chaired the MMA Legislative Committee, represented MMA on the Partners in Perinatal Health board for fourteen years, and served as an instructor for the MMA Basic Course in Midwifery Skills.

She has been on the Board of the North American Registry of Midwives since January 2007 serving as Director of Policy and Procedures and as Chair.

Miriam moved back to her home state of California in 2013 and became a Licensed Midwife through the California Challenge. She is a volunteer firefighter in her small northern California community and volunteers as an EMT for a rural ambulance service. Both of her children were born at home with the help of midwives.

Carol Nelson LM, CPM, ASM

Carol lives in Summertown, TN, with Don, her husband of forty-five years. She is the mother of four children, three of which were born at home, and grandmother of eight and great grandmother of four, all of which were born at home with Carol in attendance.

She has been attending home births since 1972. She is in a midwifery partnership with five other midwives at the Farm Midwifery Center, Summertown, Tennessee. She has been actively involved with midwifery politics since 1977.

Carol graduated from Oak Forest Hospital School of Nursing in 1968 and was licensed by the State of Florida in 1982 as a midwife. She was on the Board of Directors of the South

Board Biographies

2019

Florida School of midwifery from 1983 to 1988. She received her CPM in 1995, was actively involved in the North American Registry of Midwives (NARM) Certification Task Force meetings, and was chair of the NARM preapproval committee. She has worked on item writing and test development of the NARM Written Exam, Skills Assessment, and Qualified Evaluator training, and has been involved in the 1995, 2001, 2008, and 2016 Job Analysis.

She has been on the NARM Board serving as the Treasurer since 1997 and Director of Applications since 2003.

Carol is co-author of the American Public Health Association (APHA) position paper, “Increasing Access to Out-Of-Hospital Maternity Care Services Through State-Regulated and Nationally-Certified Direct-entry Midwives,” which was adopted in 2001 by APHA. She is co-author of the APHA position paper, “Safe Motherhood in the United States: Reducing Maternal Mortality and Morbidity.” This was adopted in 2003 by APHA. She is co-author of the APHA position paper, “Maternal Health as a

Human Right: Strategies for Improving Maternal Health Outcomes and Care.” This policy was adopted in 2011. She is co-chair of the Innovations in Maternity Health Services Committee of the Maternal Child Health Section of APHA. This is the committee within APHA that holds the space for “normal birth.”

She served on the Tennessee Council of Certified Professional Midwives, from 2000 to 2015. She works as a pro-bono lobbyist for the Tennessee Midwives Association in their legislative efforts.

Since 1997 she has been the Midwives Alliance of North America (MANA) Public Education and Advocacy chair helping to promote the profession of midwifery and move midwifery forward in the United States.

Carol received the prestigious MANA Sage Femme Award for 2016. Carol is co-founder and President of the College of Traditional Midwifery (CTM). The first competency-based midwifery education program in the United States. CTM is authorized by the state of Tennessee to award an Associate of Applied Science of Midwifery degree.

Board Biographies

Debbie Pulley LM, CPM

Debbie has had a home birth practice in Atlanta, Georgia since 1982. Shortly after receiving her CPM certification in 1995, she started working with NARM in the Applications Department. She now serves on the NARM Board as Secretary and is Director of Public Education & Advocacy. Debbie serves as one of the two NARM representatives to the US MERA Steering Committee.

Debbie began attending births in 1970 while living in Hong Kong. She moved to Atlanta in 1971 and married Don in 1973. They have two children, three wonderful grandchildren, and a beautiful great granddaughter.

Kim Pekin LM, CPM

Kim Pekin is a Certified Professional Midwife (CPM) and the Founder and Clinical Director of Premier Birth Center in Winchester and Premier Birth Center Chantilly in Chantilly, Virginia. She has been providing midwifery care, home birth, and birth center services as a licensed midwife

since 2009 and has trained many women who have gone on to become midwives themselves.

Kim graduated from Pacific Lutheran University with a Bachelor of Business Administration in 1995. During her service as a La Leche League Leader, she was appointed the Coordinator of Leader Accreditation for Virginia and West Virginia in 2002.

Kim is a graduate of National Midwifery Institute, a MEAC-Accredited school of midwifery. She became a CPM and Virginia Licensed Midwife in 2009.

In addition to her work in her midwifery practice, Kim was appointed by the governor to serve as Chair of the Virginia Board of Medicine's Advisory Board on Midwifery, is the former Vice-President of the Virginia Midwives Alliance, and is a member of the Virginia Newborn Screening Advisory Council. She also is a member of the American Association of Birth Centers Standards Committee and serves as a Commissioner for the Commission for the Accreditation of Birth Centers.

Board Biographies

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Kim and her husband have seven children and live in Loudoun County, Virginia. Her focus on the NARM Board is Professional Development..

Mary Anne Richardson **CPM, RN, EMT**

Mary Anne has been involved in the field of birth since August 1994 (twenty-three years). She resides with her husband of thirty-one years in Eagleville TN. She has three children and four grandchildren.

In pursuit of her passion to improve the reputation of midwives, Mary Anne has served two terms as the President of the Tennessee Midwives Association (TMA) as well as other positions on the TMA Board and continues to serve as a TMA legislative liaison. As a legislative liaison she worked tirelessly, along with other midwives, to legalize CPM/home birth midwifery in the state of Tennessee by successfully lobbying for three different bills through the state Legislature. She has served two terms on the Council of Certified Professional Midwives a division of the Department of Health state of

Tennessee as Vice-Chairperson and the Chairperson. Currently she serves as the consultant to the Council of Certified Professional Midwives reviewing complaints for the Council. Currently, Mary Anne sits on the board of NARM as the Director of Accountability.

While caring for families as a midwife and monitorice, she maintains three TN State licenses. She is currently active in providing education to other midwives and students to improve midwifery care for mothers and babies across the country. Some of the courses Mary Anne has created have been accredited by the Midwifery Education and Accreditation Council (MEAC) and one presentation was presented at a Midwives Alliance of North America conference. Mary Anne has also been an Instructor at the College of Traditional Midwifery. Her most current MEAC accredited class is, “Stick ‘em up IV Therapy.” Involved in community outreach, she has presented courses in local universities and colleges about midwifery. She was honored to serve as the Keynote presenter at an “Empower Your Birth Conference.”

Board Biographies 2019

Ida Darragh LM, CPM

Ida attended home births in Little Rock, Arkansas for thirty years in a midwifery partnership called Birth Works with Mary Alexander. Ida has worked on the political side of midwifery from the onset, beginning with lobbying for the midwifery licensing law in Arkansas in 1983 and continuing in various positions with the Arkansas Association of Midwives and the Midwives Advisory Board of the Arkansas Department of Health.

Ida began her involvement in birth in 1975 as a childbirth educator and taught classes for both home and hospital births for twenty-five years. She became a midwife in 1981 and became the first licensed midwife in Arkansas in 1985.

She joined the NARM Board in 1998 and became Director of Testing in 1999. In 2003, she assumed the responsibilities as Chair of the Board, and in 2016 became the Executive Director.

As a representative of NARM, she attends twice yearly meetings of the Council on Licensure,

Enforcement, and Regulation (CLEAR). She has served on CLEAR's Exam Resources Committee since 2009 and is currently on the CLEAR governing board.

She has served on many committees with the Institute for Credentialing Excellence, including two terms on the National Commission for Certifying Agencies. In 2015, Ida received a certificate as a Credentialing Specialist from ICE, and also became a member of ICE's Accreditation Services Council.

In 2016, she received the Ina May Gaskin Lifetime Achievement Award from the Midwives Alliance of North America.

Ida graduated from the University of Arkansas at Little Rock in 1971. She has been married to Kramer Darragh since 1971, and they are the parents of three children and five grandchildren.



Job Descriptions 2019

Executive Director

Ida Darragh

- Prepare agenda for weekly board conference calls and twice yearly in person meetings
- Coordinate with board chair regarding agendas for board calls and meetings
- Prepare annual reports
- Represent NARM at conferences or national meetings when requested by board

Testing Responsibilities

- Maintain database of test results
- Supervise training of Item Writers and SMEs
- Maintain databank of items in process of review
- Coordinate with test company to develop new versions of the exam
- Consult with psychometrician on item statistics and annual reports
- Prepare reports of test department activities and statistics for twice yearly board meetings and at end of year

- Maintain yearly renewal of NCCA accreditation and subsequent reaccreditation applications
- Attend yearly conferences of ICE and CLEAR if approved by the board

Director of Applications

Carol Nelson

Responsible for overseeing the applications staff personnel who:

- Review and audit all certification applications, re-certification, inactive, and retired applications
- Review Midwifery Bridge Certificates applications
- Review preceptor applications and register preceptors
- Send application packets upon request
- Log receipt of application and certification fees and forward to treasurer
- Enter eligible candidates into database for Prov Exam

Job Descriptions 2019

- Update candidate status by checking Prov exam results weekly
- Send certificates when all requirements are met
- Maintain database of applicants, certified professional midwives, and preceptors
- Report on application statistics at twice yearly board meetings and after end of year

Director of Accountability

Mary Ann Richardson

- Receive and respond to complaints filed against CPMs
- Arrange peer review or grievance mechanism for complaints accepted
- Supervise accountability committee in determining resolution
- Correspond to all relevant parties concerning the process and resolution of complaints
- Prepare quarterly and annual reports on accountability committee activities

Director of Public Education and Advocacy

Debbie Pulley

- Answer phone calls to NARM's information line
- Send information as requested
- Act as PR liaison to the press
- Oversee updating of webpage and assist in formatting and printing of NARM documents
- Route all calls or e-mails to the appropriate board person for response

Director of Professional Development

Kim Pekin

- Gather preceptor resources and make them available on the NARM Preceptor Resources page on the NARM website.
- Find continuing education opportunities and present to the NARM Board for consideration as an addition to the NARM website.

Job Descriptions 2019

- Work with the Accountability department to develop an accountability process to address preceptor complaints.

Director of Communications

Rachel Fox-Tierney

- Develop eBlast drafts as suggested by board
- Coordinate with Tina Williams, NARM technical support, on sending eBlasts
- Post eBlasts on NARM web page

Officers and Duties

Chairperson

Miriam Khalsa

- Coordinate with Executive Director regarding agenda for board calls and meetings
- Facilitate weekly board conference calls and twice-yearly meetings
- Assign tasks and appoint committees
- Write letters and/or return phone calls as requested by board

- Maintain electronic and paper files of all NARM policies, including dates of approval and implementation, and history of changes.
- Keep a list of all tasks assigned during official NARM calls and meetings; send list to board members by e-mail on a weekly basis
- Represent NARM at conferences and meetings as requested by board

Co-Chair

Kim Pekin

- Substitute for chair if needed

Secretary

Debbie Pulley

- Take minutes of board calls and meetings
- Arrange lodging and meeting space for NARM board meetings

Treasurer

Carol Nelson

- Log and deposit all NARM income
- Pay and record all NARM expenses

Job Descriptions 2019

- Keep accurate and updated records of all financial transactions
- Prepare financial reports for twice yearly board meetings and annual reports
- Submit required documentation to the IRS

All Board Members, as needed and when appropriately trained:

- Attend and serve at exhibit booth at conferences (APHA, NCSL, ACNM, ICM, MANA, AABC)
- Participate in and/or teach NARM workshops such as Planning for Legislation, Item

Writing, Preceptor-Apprentice Relationships, How to Become a CPM, Midwifery Ethics, and Charting. Keep records of attendance. File application for CEU credit from MEAC. Send CEU forms and TY letters to participants

- Edit and review all NARM documents, including the CIB, Application, and web pages
- Review policies and procedures yearly or as needed
- Serve as advisors to states seeking legislation using the CPM

