

Future Nurse Future Midwife Programme Board Meeting

Thursday 5th March 2020 11:00 – 13:00
 Venue: Room D2, DoH Castle Buildings Stormont

Minutes

Attending	Organisation	Apologies	Organisation
Andrew Dawson (AD) <i>(Co-Chair)</i>	Department of Health	Charlotte McArdle <i>(Co-Chair)</i>	Department of Health
Heather Finlay (HF)	Department of Health	Angela McLernon	NIPEC
Frances Cannon (FC)	NIPEC	Brenda Creaney	BHSCT
Fiona Bradley (FB)	NIPEC	Carol Cousins	FSHC
Donna Gallagher (DG)	Open University	Caroline Lee	CEC
Sharon Burnside (SB)	SHSCT	Donna Fitzsimons	Queens University Belfast
Garret Martin (GM)	RCN	Elaine Connelly	RQIA
Rodney Morton (RM)	Department of Health	Heather Trouton	SHSCT
Sonja McIlpatrick (SMcl)	Ulster University	Karen Murray	Royal College of
Nicki Patterson (NP)	NHSCT	Maura Devlin	Midwives
Anne Trotter (AT)	NMC	Miriam McKeown	GP Federation
<i>By teleconference</i>		Peter Barbour	Hospices (Marie Curie) Department of Health

1. Welcome and Apologies

AD welcomed attendees and noted apologies as above.

2. Chair's Opening Remarks

AD noted that the FNFM Board meeting, scheduled for 10th January 2020, was stood down due to industrial action. An overview was provided of FNFM related events that had taken place:

- NMC - Northern Ireland launch of the Midwifery standards on 15th January 2020
- A Midwifery Expert Reference Group Workshop was held on the 27th February
- A range of approval events had taken place across AEl's with upcoming approvals scheduled for 9th and 10th at Open University and 30th March at Ulster University.
- An FNFM implementation workshop was held on the 10th of February

3. Previous Meeting Minutes

The minutes of the meeting held on the 5th November 2019 were agreed to be an accurate and final record. An update on actions is provided in the table appended to these minutes.

4. Update from the NMC

AT advised updates as follows:

- NMC Webinars underway - links have been shared with FNFM colleagues and stakeholders in NI - more webinars will be added as necessary.
- NMP will have a September 2020 start and will adopt the RPS framework
- Nominations are being sought for groups to look at various standards; group chairs have been appointed.
- Finalised dates for engagement events. NI will likely be held in June but is being confirmed with CNO.
- Future Midwife
 - Successful launches across the UK; Verena Wallace (NMC Midwifery) has joined FNFM Working Group in NI

- Evaluation of new standards is being scoped and work is beginning. NMC expect this to be enduring and could take 2 years or more.
- NMC are co-producing principles for preceptorship and working with UK CNOs and system regulators.
- NMC will launch their new Strategy for the next five years via a series of launch activities – updates will be provided once available.

5. NMC Gateways - Update

An update was provided on upcoming approvals in agenda item 1.

6. Transformation Funding Update

FC confirmed that a letter of confirmation has been received for funding until the end of April 2020. Advice is being sought regarding a letter of comfort/extension for May onwards.

7. Future Midwife

FC advised that:

- The Midwifery Expert Reference Group has been established with Co-Chairs and members and have met, including holding a stakeholder workshop. Midwifery Specific work streams within MERG will include curriculum development, practice learning environments (PLEs) and practice assessment document focus
- Continuity of care/carer and examination of newborn are also a focus for this group, as well as out increasing midwifery PLEs and increasing placements.
- Midwife feedback on engagement and communication activity was captured at the workshop, to facilitate optimal future engagement
- MERG will meet next week to review and progress all workshop feedback.

AT added that England have some approvals for Future Midwife - an estimate of 25 are going for 2020 start and this will have key learning which can be shared and fed into wider 4 country discussions.

8. Update on Work-streams

8.1 Curriculum Development

No new information other than managing challenging behaviour (see actions table appended)

8.2 Practice Assessment Document

FC advised that:

- Northern Ireland Practice Assessment Documents for the four fields of Nursing are finalised
- An update on electronic PAD discussions is included in the actions table.
- Dr Neal Cook has created walk-through videos for the NIPADs and are available via Ulster University's website and embedded in the HSC Leadership Centre's FNFM Preparation programmes (currently being finalised)

8.3 Standards for Student Supervision and Assessment

FC advised that this work stream's current focus is finalising resources, preparation programmes and training material to up-skill the current work force.

Preparation programmes for staff transitioning to new SSSA roles will be available in April and some transitioning materials have been delivered by Trust FNFM Professional Officers to pilot and get feedback on the resources and materials being finalised.

Preparation programmes for staff new to SSSA roles are nearing completion and include an extra focus on media development to provide staff with additional exemplars and scenarios for the SSSA roles in practice.

Preparation programmes will be available both via face to face workshops and e-learning options. A substantial amount of work has been undertaken and FC noted the critical role of the FNFM Professional Officers in developing programmes and resources.

There have been some challenges in social care settings regarding the availability of practice assessors – QUB have convened a meeting on the 17th of February to explore these challenges.

The statement for inclusion in staff job descriptions was discussed at Working Group and was taken forward by Yvonne Connolly to staffside organisations for feedback. Responses have been limited.

GM raised a query regarding the reference to ‘assessment’ in this statement and discussion ensued. FC will raise this query with FNFM HR representative to advise with a view to compare and contrast with the approach across other UK Countries. ACTION. AT will also forward information with FC which may be useful to consider. ACTION

8.4 Practice Placements/Learning Environments

FC confirmed that PLE Audits are ongoing and are expected to be completed by April 2020. A letter had been sent to Trusts and AEIs with expectation and increase of placement/capacity as well as a monthly Organisation Readiness report to capture progress in these areas.

A policy statement update has also been established and advised to Trusts to support the opportunity for students across all programmes to acquire skills under supervision.

Practice Assessor Database Meetings have been held it is agreed that Trusts will maintain their own and AEIs will hold databases for the Independent and Voluntary sector.

Organisation readiness meetings are being held monthly and data is being requested from Trusts and AEIs to monitor audits and preparation of staff. Discussions are happening to establish how information on the independent sector can be captured, outside of Trust and AEI partnerships.

8.5 Engagement & Communication

FC advised that FNFM Roadshows are ongoing however industrial action has impacted on attendance. Some roadshows with lower uptakes have been used to pilot transitioning programmes, where appropriate.

It is intended to ask CNO to do a podcast or video.

9. Risk Register

No additional risks have been raised to Programme Board.

A query was raised whether the annual increase of 300 students and the challenge to absorb placements in practice should be included. DoH are still discussing where students are going; this will not be included on the risk register at present.

10. AOB

No further business was raised.

11. Future Meetings

FNFM Programme Board meetings will continue into 2020/21 year, as per the following dates:

Date	Time	Venue
Wed 6 th May 2020	14:00 – 16:00	C3.18, Castle Buildings, Dept of Health
Wed 1 st July 2020	14:00 – 16:00	C3.18, Castle Buildings, Dept of Health
Fri 4 th Sept 2020	14:00 – 16:00	C3.18, Castle Buildings, Dept of Health
Thurs 5 th Nov 2020	14:00 – 16:00	C3.18, Castle Buildings, Dept of Health
Tues 12 th Jan 2020	14:00 – 16:00	C3.18, Castle Buildings, Dept of Health
Thurs 4 th March 2020	14:00 – 16:00	C3.18, Castle Buildings, Dept of Health

New actions from 5th March 2020			
Ref	Detail	Owner/s	Due
AP39	GM raised a query regarding the reference to 'assessment' in this statement and discussion ensued. FC will raise this query with FNFM HR representative to advise with a view to compare and contrast with the approach across other UK Countries.	FC/HR	
AP40	AT will also forward information with FC which may be useful to consider regarding AP39.	AT	
Actions in Progress			
Ref	Detail/Update	Owner	Due
AP36	<p>Safe holding and restraint - It was agreed that a regional model should be in place to ensure consistency between training and practice and that it should be based on evidence based practice. RM will arrange a meeting with AEIs and employers to discuss and progress.</p> <p>5th March 2020 Update - RM has held conversations with colleagues in Trusts to clarify model of practice – the approach should be a regional one. RM advised it's around training reflecting the principles of MAPA. There are queries over licensing if a MAPA 'lite' delivery is considered. Conversation needed with CEC.</p> <p>SMcl expressed concerns re feedback from staff (costing, implications, time, training, expertise, licenses). Not a requirement under standards.</p> <p>RM to set up meeting with practice, AEIs, CEC, DoH and also hold a separate conversation re MAPA licensing ahead of the meeting, which will inform options.</p>	RM/DoH	
AP18	<p>A subgroup is being set up to consider electronic PAD – AD confirmed he would seek representation from BSO</p> <p>Update: AD – BSO have been contacted, and Karen Bailey ITS has been asked to nominate a person.</p> <p>Update 3rd Sept – No IT representative advised yet, hardcopy PAD to proceed</p> <p>Update 5th Nov – Discussed at Board Meeting, FC to speak with other countries to gauge costing. AEIs to explore in-house options collaboratively - AEIs will consider requirements and put forward options at the next programme Board meeting, on 10th January 2020.</p> <p>5th March 2020 Update - AEIs met to discuss eNIPAD, evidence is being collated, need to ensure different systems would speak to potential different system. Consultation held with Wales re info on tender process. AEIs Met with CNO – there are challenges re addition funding at this time. More information is being collated by AEIs, SMcl will update FC with details established so far.</p>	AD	N/A
AP33	<p>A business case is needed for Future Midwife post March 2020</p> <p>5th March 2020 Update – this is under development</p>		
AP34	<p>Further discussions to be held regarding meeting on Zoning.</p> <p>Update 5th Nov – for progression prior to next Programme Board Meeting</p>	CMcA	

	<p>34 – Meeting with the source of the request to discuss, and reevaluate the change and progress, and re-examine any issues that may remain.</p> <p>5th March 2020 Update – Meetings scheduled</p>		
Actions closed since last meeting			
Ref	Detail/Update	Owner	Due
AP37	It was requested that the future Programme Board meeting times starting at 10:00 change to 11:00 – 13:00.	FC	Completed
AP38	Programme Board requested that the potential for Industrial action be added to the risk register so this can be monitored. It was also agreed that the reporting arrangements from organisations be reviewed to better monitor the risk regarding capacity and organisation readiness.	FC	Completed
AP25	<p>Report re Practice Placement from the Task and Finish group (pre-FNFM Programme of work) to be with CMcA within the next month</p> <p>Update - DG advised that it is due to be with CMcA within the coming week and advised it will cover the main themes and transition arrangements.</p> <p>Update 5th Nov – CMcA has some additional requests for report – DG to follow up</p> <p>5th March 2020 Update – report submitted to CNO –Trying to use all opportunities available to open placements. Action closed</p>	PP Task and Finish Group	Completed