

Minutes

Attending			Apologies		
CMcA	Charlotte McArdle - Co-Chair	DOH	AT	Anne Trotter	NMC
AD	Andrew Dawson - Co-Chair	DOH	PB	Peter Barbour	DOH
HF	Heather Finlay	DOH	HT	Heather Trouton	SHSCT
AMcL	Angela McLernon	NIPEC	DF	Prof Donna Fitzsimons	QUB
FC	Frances Cannon - FNFM Lead	NIPEC	BC	Brenda Creaney	BHSCT
VT	Vivienne Toal	SHSCT	EMcE	Eileen McEaney	NHSCT
CL	Caroline Lee	CEC	SR	Siobhan Rogan	DoH
DG	Donna Gallagher	OU			
KM	Karen Murray	RCM			
NP	Nicki Patterson	SEHSCT			
BB	Dr Bob Brown	WHSCT			
SD	Sinead Deane	QUB Student			
KM	Keith Mitchell	QUB Student			
PG	Patrick Gallagher	DoH			
PC	Pamela Craig	NHSCT			
SW	Sue West	NMC			
EMcD	Eilish MacDougal	BHSCT			
FB	Fiona Bradley	NIPEC			

1.0 Welcome and Apologies

CMcA welcomed attendees and noted apologies as above.

2.0 Chair's Opening Remarks

CMcA noted that Gateway one closed today and recognised the significant work that has been progressed, in particular the work undertaken by the Professional Officers in gathering information and evidence for sharing with the AEIs. SW advised that an approximate timeframe of two weeks might be expected for Mott MacDonald to look over information submitted by each AEI.

Changes to FNFM representation were advised:

- PG, DoH, has joined Programme Board (Board) and Working Group (WG).
- Lynn Woolsey (Co-Chair of PLE work stream) is moving to a new post; Sharon McRoberts, SEHSCT, has taken up the role of PLE Co-Chair.
- Lynn McKeown, BHSCT, has retired; Rhonda Brown, BHSCT, will take up the role of FNFM PO.
- Hillary Maguire, NI Hospice, has retired; Cindy Anderson now represents NI Hospice on the WG
- Fiona Bradley has been appointed to Senior Professional Officer, Midwifery (NIPEC) and now sits on the WG. Paul Canning now represents CEC on the WG
- Allison Hume NHSCT has now retired; Pamela Craig will represent NHSCT on the WG
- Bernadette Gribben, NIPEC, is providing interim support to PHA in the absence of a FNFM PO for the Independent Sector

CMcA noted that the NMC Future Midwife consultation closes 9th May 2019 and referenced the NIPEC Midwifery consultation event held on 17th April 2019. Feedback across each suggested various stances regarding a three or four year programme. CMcA questioned whether there was an evidence base that a four year programme would actually improve outcomes for students. An extra financial cost would be incurred for both students and the sector with a fourth year. NIPEC is preparing a regional response to be shared with attendees at the consultation event.

3.0 Previous Minutes

The minutes of the meeting held 26 February 2019 were agreed as an accurate and final record.

3.1 Update on Actions

FC provided an update on actions from the last meeting; see Action Table appended for updates re on-going and completed actions.

In particular, AP-24 was noted: NMC to provide clarity and further guidance on Practice Supervisor's particularly in relation to independent sector/primary care where there are no registrants to undertake this role. SW advised that a piece of work was undertaken relating to all four countries and the NMC had spoken with Patricia Higgins (Social Care Council) regarding the principles of the standards - it could be argued that statutory health care workers are regulated and have a code to work towards. The key is whether they have the right knowledge and skills that the individual student requires. A briefing paper is being prepared by the NMC with further advice and to be shared once available (**Action**).

4.0 Update from the NMC

SW advised:

- Return to Practice Standards have been published which are on the NMC website. SW advised that the new process should provide flexibility for return to practice and be promoted to encourage people back to the profession.
- No update re post-registration education.
- NMC is developing its future strategy and feedback is being sought to help shape this and can be submitted via NMC website or via cards.

5.0 NMC Gateways - Update

FC advised:

- Gateway one closed today (30th April) and Gateway Two (GW2) deadline would likely be mid-June.
- A Meeting is scheduled on 1st May for FNFM and AEIs to review GW2 requirements
- A three day narrative writing workshop with a focus on Standards for Student Supervision and Assessment is scheduled for 21-23 May with FNFM and AEIs to facilitate a regional approach.
- Gateway three is anticipated to be around mid-August

6.0 Transformation Funding Update

AMcL advised that funding was currently only assured to 30 June 2019 and HR processes would need to be triggered in relation to FNFM Staffing. CMcA advised that confirmation would be imminent.

AMcL confirmed that all Trusts have submitted invoices for FNFM Staffing and that Bernadette Gribben is working with the PHA two days a week in the interim period to support the Independent sector/primary care with FNFM via Transformation Funding

7.0 Update on Work Streams

7.1 Curriculum Development

FC advised:

- All workshops completed across the fields of practice and NMP.
- Current focus on Annex A - Defining therapies actually and what is required; NMC state that Annex A applies to all registered nurses, but the level of expertise and knowledge required will vary depending on the chosen field of practice.
- Current workforce may require development/up-skilling to support students in relation to Annexes A and B – discussions are underway with CEC.

CL reflected on the Mental Capacity Legislation, due in October 2019 and asked if the curriculum considers this. FC confirmed that the curriculum across the fields of practice is written at broad level but she will raise this at the PAD workshop with the University Programme Leads and on the 30th May at the DOH Mental Health Nursing Review meeting on the 7th May 2019 (**Action**).

FC to liaise with Sue West to arrange attendance at PAD workshop on the 30th May:- to support discussions regarding Annex A and the level of expertise and knowledge required across the fields of practice and how these will be documented in the PADs. **Action**

7.2 Practice Assessment Document

FC advised:

- Draft NIPAD (adult) was developed January 2019 Draft PAD and Handbook submitted for GW1
- Current focus is on adopting the PAD to reflect the four fields of practice; this must be ready for GW3
- Midwifery may go down the route of a National PAD, though this is not yet determined.
- NMP may adopt the RPS Competency Framework as required by the NMC

7.3 Supervision and Assessment

FC advised:

- A draft NI Model for Student Supervision and Assessment has been developed and submitted for GW1
- Current Focus includes development of the practice supervisor, practice assessor & academic assessor roles for submission for GW2
- Exploring possibility of hosting e-Learning preparation programmes on Leadership Centre platform

The NMC (2018) Education Standards, state that Practice Supervisors must be on a Professional register, therefore a long arm approach linked to a Practice Supervisor or use of a hub & spoke type model will be required to maintain the use of existing placements otherwise NI is at risk of losing a number of established Practice Placements. FC advised support for this will be considered moving forward

7.4 Practice Placements/Practice Learning Environments

DG and FC advised:

- Work is underway around Audits, proposing these are undertaken every two years.
- A regional electronic Student Feedback/evaluation.
- A mapping meeting is being arranged
- A meeting re the Allocation of students is scheduled for 2nd July 2019 after a brief FNFM Board.
- NI Regional Education Practice Partnership Forum ToRs and remit are being reviewed and recommendations will be made to reflect FNFM requirements.

7.5 Engagement & Communication

FC advised:

- The next Communique is being finalised today and will be circulated 1 May 2019
- Work is ongoing on the FNFM NIPEC webpage, FNFM Leaflets and materials
- Engagement events are being arranged with organisations (NI Hospice, RCN, Trusts, Independent sector)
- Road shows are now being organised for next spring – being held at CEC venues
- Planned engagement includes Pod casts and Twitter Chat for SA Work Stream
- CEC have included FNFM slides to raise awareness

8.0 Practice Learning Agreement

The Practice Learning Agreement Task and Finish Group has revised and refreshed the agreement. It has been submitted in draft as Gateway One evidence and it has been shared with the Programme Board and the Working Group. Comments are due back by 10th May and DoH will share and finalise with the AEIs and HSC trusts thereafter.

9.0 Risk Register

There were no new risks or changes for noting by the Programme Board.

10.0 AOB

No additional Business was raised.

11.0 Future Meetings

2nd July 2019 2.00pm, Venue: Room C3.18 Castle Buildings. **Shorter meeting scheduled as a Student Allocation meeting will take place from 3pm onwards.**

3rd September 2019 2.00pm, Venue: Room C3.18 Castle Buildings

5th November 2019 10.00am, Venue: Room C3.18 Castle Buildings

Summary of Actions – Future Nurse Future Midwife Programme Board

New Actions				
Ref	Detail	Owner/s	Due	Status
AP29	FC to liaise with Sue West to arrange attendance at PAD workshop on the 30 th May:- to support discussions regarding Annex A and the level of expertise and knowledge required across the fields of practice.	FC	30 th May	Completed
AP28	FC to raise awareness regarding Mental Capacity Legislation, due in October 2019 at the PAD workshop on the 30 th May and at the DOH Mental Health Nursing Review meeting on the 7 th May 2019 – to ensure it is reflected in the curriculum	FC	7 th May	Completed
Actions in Progress				
Ref	Detail/Update	Owner	Due	Status
AP18	A subgroup is being set up to consider electronic PAD – AD confirmed he would seek representation from BSO Update: AD – BSO have been contacted, and Karen Bailey ITS has been asked to nominate a person. Update 2 July 2019	AD	N/A	On-Going
AP21	NMC to share guidance that maps annex A and B to the proficiencies. Update 2nd July 2019 : SW attended the PAD workshop on the 30 th May:- to support discussions regarding Annex A and the level of expertise and knowledge required across the fields of practice and how these will be documented in the PADs	NMC		On-Going 2 July 2019 Closed
AP24	NMC to provide clarity and further guidance on Practice Supervisor's particularly in relation to independent sector/primary care where there are no registrants to undertake this role. Update – SW advised that a piece of work was being undertaken relating to all four countries. A briefing paper is being prepared by the NMC	NMC		On-Going
AP25	Report re Practice Placement from the Task and Finish group (pre-FNFM Programme of work) to be with CMcA within the next month 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.	PP Task and Finish Group		On-Going
AP23	Establish a Midwifery Group to consider the standards and the outputs of the FNFM project in relation to midwifery. Update - Meeting held on 11 April 2019 and next meeting will be 11th June Update 2 July 2019 Meeting held on the 11 th June	FNFM		On-Going

Actions Completed Since Last Meeting				
Ref	Detail/Update	Owner	Due	Status
AP14	Agreed in principle to continuing using local AEs/Trust registers for Assessors (Practice & Academic) rather than develop a central register. No Practice Supervisor register required.	N/A	N/A	Completed
AP15	Noted that Allied Health Professionals should be included in FNFM discussions.	N/A	N/A	Completed
AP16	Agreed in principle to the proposed transition arrangements	N/A	N/A	Completed
AP17	Endorsed the Practice Assessment Document (NIPAD) work to date	N/A	N/A	Completed
AP19	Noted update re stakeholder input shows a preference to move away from grading and that Midwifery is yet to decide on grading. A midwifery subgroup is being set up. A date has been arranged for 9 th July 2019	N/A	N/A	Completed
AP20	Noted the need to refresh policies and request for clarity on simulations. AT Trotter advised that simulation is not prescriptive and could be appropriate depending on the particular competency, clinical practicalities as well as the student's programme of study but that the expectation is for skills to be implemented in practice where possible.	N/A	N/A	Completed
AP22	It was agreed that Trusts' policies should be collectively reviewed in preparation for Gateway one	FNFM/POs	30 April 2019	Completed
AP26	FC to meet with CEC regarding key messages arising from CD Events in terms of up skilling existing staff Met with Caroline Lee 10th April and further meeting on 3rd May	PP Task and Finish Group		Completed