



Safeguarding Adults

Development of a Core Competency Framework

Steering Group

15 February 2018; 10-12

Discussion Room, Fern House, Antrim Area Hospital

Present

Louise Hall	SHSCT	LH
Rosaline Kelly	RCN	RK
Ray McCafferty	NHSCT (Teleconference)	RMcC
Sibymol Joseph	SHSCT (Teleconference)	SJ
Joanne Blair	QUB	JB
Martina Doolan	NHSCT	MD
Karen Murray	NIPEC	KM

Apologies

Geraldine Brown	WHST	GB
Louise Magee	SEHST	LM
Joel McFetridge	BHST	JMcF
Valerie McConnell	HSCB	VMcC
Eleanor Ross	PHA	ER
Norma McIntyre	NHSCT	NMcI
Jane Green	SHSCT	JG
Randal McHugh	NHSCT	RMcH
Lorraine Thompson	FSC	LT

Action Item	Action to be taken	Action by
1.	<p>Welcome and introductions</p> <p>KM welcomed members to the meeting. Unfortunately GB has had to take long term sick leave. KM will contact Bob Brown as Executive Director of Nursing, WHSCT to seek another nomination or his support in the work when it comes to final presentation to the CNO and Executive Directors of Nursing. A message of good wishes has been passed on to Geraldine. RMcC also indicated that NMCI is also now on long term sick leave. The group asked that our good wishes were passed to Norma.</p> <p>It was noted that a only a small number of</p>	<p>KM to circulate dates and venues of future meetings</p>

	members were in attendance but agreed that we should continue with business.	
2.	Apologies As recorded above.	
3.	Notes of the last meeting Agreed as accurate	
4.	<p>Matters arising from the last meeting</p> <ul style="list-style-type: none"> • Updated PID No further updates • Membership list No further updates • Level 2 & 3 Competencies Amended in light of previous discussion and mapped against the competency frameworks available nationally and via the NIPEC Portfolio. The RQIA standards for Nursing Homes, Residential Care Homes, Domicillary Care Agencies, Day Care Settings and Nursing Agencies were consulted and no additional areas were identified to be included. It was agreed that these are the competencies which will be taken to the workshop for testing and refinement. LH asked if the issue of raising concerns and support and protection for those individuals who raise concerns has been incorporated. This will be taken to the working group meeting (23/02/2018) to ensure that these issues are explicit within the competencies and in the supporting text. It was also identified that there is a need to be sure that reference to processes such as MYRAC and other broad areas of legislation are included within the framework so that it is clear that it encompasses a range of situations and client groups. • Level 4 Competencies 1st Draft The first draft was discussed and generally those present felt that they covered the main areas required. Some minor adjustments will be made prior to recirculation to the wider group. It was again agreed that the issue of 	

	<p>raising concerns should be highlighted in these levels. LH also suggested that consideration should be given to clinical supervision/debriefing in these levels.</p> <p>KM suggested that the Level 4B competencies required some refinement as there seemed to be some reiteration of competencies already identified at other levels.</p> <ul style="list-style-type: none"> • Workshop Plans for the upcoming workshop to test and refine the level 2 & 3 competencies were discussed and agreed. The nomination requests have been sent out and a reminder will be sent out W/B 19th February. The number of places available at the event is limited and the nomination request has focused on seeking attendance from Nurses and Midwives Band 5-7 from across a range of fields (LD, MH, Adult and Community services). A number of additional groups for further consultation have been suggested including Carers Groups, Service Users, Practice nurses and the Rowan Centre. It was identified that further consultation will be necessary once the document is nearing completion. 	
<p>5.</p>	<p>Project Plan Update Reviewed, those present content with progress to date.</p>	
<p>6.</p>	<p>Next Steps</p> <ol style="list-style-type: none"> a. <i>Further Consultation</i> Identified that further consultation will be conducted once the document is nearing completion. It may be that a short survey monkey is used to undertake this consultation. b. <i>Learning, Development and Implementation processes</i> It was highlighted that these would be important elements of the project. A scoping exercise will be commenced to identify current teaching and learning available. c. <i>NIPEC Portfolio</i> KM will develop a business case to have the 	<p>KM will update</p>

	framework included in the NIPEC Portfolio.	
a)	Dates and times of future meetings Thursday 26 th April 2018 10-12md Venue: Discussion Room, Fern House, AAH	
b)	Any Other Business None	