

**NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL
FOR NURSING AND MIDWIFERY**

**PROJECT STEERING GROUP MEETING
REGIONAL CAREER PATHWAY GOVERNANCE GROUP**

Friday 22 June 2018 at 10.00am

Attendance

Cathy McCusker, NIPEC (Project Lead)	CMcC
Heather Finlay, DoH	HF
Donna Gallagher, Open University	DG
Marion Ritchie, UNISON	MR

Teleconference

Dawn Ferguson, Southern HSC Trust	DF
Allison Hume, Northern HSC Trust	AH
Brendan McGrath, Western HSC Trust	BMcG

Apologies

Nicki Patterson, SEHSCT (Chair)
 Lynne Charlton, PHA seconded to NIAS
 Deirdre Cunningham, CEC
 Rita Devlin, RCN
 Eileen Dunlop, Four Seasons Healthcare
 Dr Kevin Gormley, QUB
 Breedagh Hughes, RCM
 Brian McGowan, Ulster University
 Hilary Maguire, Hospices
 Heather Monteverde MBE, Macmillan

Draft Action Notes

Item No	Notes	Action by
1	Welcome Cathy McCusker welcomed everyone to the meeting and gave Nicki's sincere apologies that at very short notice she had an urgent Trust issue to deal with and was unable to attend and Chair this meeting. Cathy agreed to Chair the meeting in her absence and update Nicki as soon as possible	CMcC

<p>2</p>	<p>after the meeting.</p> <p>Apologies Noted as above.</p>	
<p>3</p>	<p>Action Notes of Previous Meeting 7 December 2017 Action notes agreed.</p>	
<p>4</p>	<p>Matters Arising Cathy advised that the following website updates had been made</p> <ul style="list-style-type: none"> • Brenda Devine’s vignette & Carole McKenna’s career profile removed; Rita Devlin, Roisin Devlin, Cherith Semple & Caroline Lee updated their info/podcasts. • Additional real life stories added Craig Moore Specialist Nurse, Polly Adgey, Nurse Advisor; Deborah Oktar Campbell Healthcare Consultant ; Paul Magowan, Staff Nurse; Deirdre Lewis; Consultant Nurse; Connie Mitchell Nursing Home Manager; Lecturer’s Sarah Penney & Dr Liz Laird. • Education updates as advised by Brian McGowan completed. • HSC Recruitment obsolete web-link removed & Hutchinson Homes included in Employers section under Independent Sector. • Aurion has completed pop-up window, ITS in the process of making this update live. Aurion working on making individual roles within career pathways live; should be completed by end of July. • Letter drafted to be sent to EA to promote the website with school age children – Cathy to share with Nicki. • Tile for entrepreneurial roles still to be completed. • Brendan advised that the website was promoted by himself and Dawn Ferguson with 2nd Year Nursing Students at Magee Campus. • Website updates promoted in NIPEC SCAN; website promoted at RCN congress, Nicki promoted the website through twitter; and Learning Disabilities career pathway now live and promoted on facebook & twitter. • Donna will see if a link to the website can be included on OU website. Cathy to confirm if this completed for QUB 	<p>CMcC</p> <p>CMcC/NP</p> <p>DG CMcC</p>

	and Ulster.	
5	<p>Website Review Template – suggested updates</p> <p>Cathy to send out a request to all the Group members to ask for podcasts (real life stories) from:</p> <ul style="list-style-type: none"> • international nurses at ward sister and staff nurse level • previous nursing assistants who have completed the Nursing Degree through Open University. • RCN Nurse of the Year and finalists of the other awards. • Mental Health Nurses. <p>Marion Ritchie agreed to include her profile and also suggested her RCN Counterpart in South Eastern Trust who are active members of Staff Side organisations.</p> <p>Cathy to remove photo with nurse wearing under-armor under uniform scrubs; replace with Connie Mitchell photo</p> <p>Cathy to ask Nursing Workforce Leads to see if career pathway could be linked in HSC Trust websites or even include in their recruitment section.</p> <p>Brendan McGrath suggested that a top tips for completing HSC application forms would be very helpful. Although the Regional HR Recruitment Group (SRIF) will be looking at this, the nursing workforce leads/representatives agreed this would be useful. Cathy to speak with Aurion to see if they could create a new tile for home page. Cathy to send request to workforce leads for suggested top tips, which she will collate into one document and send for one final check.</p> <p>Heather Finlay offered to highlight the career pathway website to Andrew Dawson so that it could be included in the implementation of the HSC Workforce Strategy.</p> <p>Heather to give Cathy a sentence for the return to practice advice section of the website “to advise that fees are paid for return to practice programmes”.</p>	<p>CMcC/All members</p> <p>MR</p> <p>CMcC & Connie Mitchell</p> <p>CMcC</p> <p>CMcC</p> <p>HF</p> <p>HF</p>
6.	<p>New career specific pathways Learning Disabilities Nursing</p> <p>Cathy demonstrated the Learning Disabilities Career Pathway website which is now live on the regional career pathway website. It was launched on 19 June by CNO with an excellent attendance of just over 70 delegates.</p>	

	<p>Older People's Nursing Cathy demonstrated this site and it was agreed that with an update to the title Nursing Assistant and some technical amends, the Group were happy for the Older People's Nursing career pathway to be linked to the regional career pathway site.</p>	<p>CMcC</p>
<p>7.</p>	<p>Planned Website Updates</p> <p>New Webpage for Specialist Practice Advanced Nursing Practice and Consultant Nurse/Midwife roles</p> <p>Cathy advised that once the Specialist Nurse Career Framework was approved it and the other two sets of documents (Advanced Nursing Practice Framework & Professional Guidance for Consultant Nurse and Midwife Roles) will be accessible on the career pathway website</p> <p>Nursing Assistant Cathy advised that she had some professional officer support from Ursula Gaffney, NIPEC Associate, to commence this work-stream. Ursula had helped Frances with the Learning Disabilities Nursing Career Pathway. Ursula would be able to commence work on this project in September. Donna agreed to be part of the Group, which would also include Eileen Dunlop and Janet Montgomery. Cathy to write to relevant Group members to seek nominations for this Group e.g. Practice Education Facilitators in HSC Trusts.</p> <p>Transformation – Career Pathway Opportunities Nicki was to speak to this agenda item. The Nursing Workforce Leads recommended that this could be discussed at the December meeting as they thought it was too early to identify individuals for the career pathway website. It was agreed that it might be appropriate to have a tile called Projects-Career Development Opportunities which would include Nurses on secondment undertaking project work including the Transformation agenda.</p>	<p>CMcC</p> <p>CMcC/UG</p> <p>CMcC</p>
<p>8.</p>	<p>Website Statistics</p> <p>The website statistics were discussed with the Group; there was an increase on the number of hits from the same period last year and also a spike in activity in May 2018, which was considered to be related to RCN Congress. Cathy also shared some of the “drilled down information” which identified which pages were more popular. Cathy to email this data to</p>	<p>CMcC</p>

	all members of the Steering Group.	
9.	Date and Time of Next Meeting Proposed date of 6 December 2018 @ 10am, Meeting Room, NIPEC. Cathy to check with Nicki and if suitable send out to the rest of the Group.	CMcC