

Review of the Maternity Support Workers (MSW) education programme and development of resources for the MSW role

Working Group Meeting

Thursday 12th May 2022 at 10.00am via Zoom Platform

Present:

Heather Watson, Co-Chair, Consultant Midwife, Deputy Head of Midwifery, BHSCT	HWA
Mary Dawson, Lead Midwife, SHSCT	MD
Brenda McClafferty, Lead Midwife, WHSCT	BMcC
Gillian Morrow, Continuity of Midwifery Carer, Consultant Midwife, PHA	GM
Lynn Irwin, Senior HR Manager, Workforce, Education, SHSCT	LI
Sue Trouton, Maternity Peripatetic (RQF) Assessor SHSCT	ST
Mary Caddell, Regional Officer, RCM	MC
Cathy Hamilton, Practice Development Midwife, NHSCT	CH
Margaret Rogan, Consultant Midwife, Deputy Head of Midwifery, BHSCT	MR
Leanne Hawthorne, Practice Development Midwife, SEHSCT	LH
Maura McKenna, Trade Union Coordinator	MMcK
Una Patton, Maternity Support Worker, WHSCT	UP
Sharon Bingham, User rep	SB
Joanna McDonald, User rep	JMcD
Fiona Bradley, Senior Professional Officer, NIPEC	FB
Linda Woods, Administrative Assistant, NIPEC, (note taker)	LW

Apologies: - Shirley Stronge, Senior Education Manager, CEC
 Helen Weir, Co-Chair, Interim Head of Midwifery, NHSCT

Agenda Item	Notes	Action by
1	<p>Welcome</p> <p>HW welcomed everyone to the Working Group meeting. As two new members joined the group – Sharon Bingham and Joanna McDonald (service user representatives) a round of introductions were held. HW provided a brief background of the Project to the two new members.</p>	
2	<p>Apologies</p> <p>As noted above.</p>	
3	<p>Previous Draft Action Notes 26th April 2022 and actions arising</p> <p>Draft Action Notes of 26th April 2022 were agreed as a correct record. To amend Maura McKenna's job title on the notes.</p> <p><u>All actions completed apart :</u></p> <p>MMcK to forward name of nomination of hospital based MSW. FB to amend and forward Equality Screening and Human Rights Template to BSO Advice Unit</p>	<p>LW</p> <p>MMcK</p> <p>FB</p>
4	<p>Feedback from MSW Steering Group meeting on the 5th May 2022</p> <p>HW reported that the Steering Group wished to convey their thanks to the Working Group on the work of agreeing the core duties of the MSW role across the five HSC Trusts, this was recognised as a huge amount of work in a short space of time and very beneficial.</p> <p>Also thanks to the sub group for meeting up last week to cross check the work of this Group with the other UK countries.</p>	

	<p>The Steering Group reviewed and agreed on the decisions made by the Working Group re the outstanding MSW core duties. After lengthy discussion it was also agreed that Newborn Blood Spot Screening should not be a MSW core duty.</p>	
5	<p>Feedback from subgroup on cross checking of MSW core competencies/duties from other UK countries Sub group members: LH, CH, SS, ST, and UP met with FB on Thursday 5th May 2022 by Zoom to cross reference our work on the MSW core duties with the other UK MSW programmes and the RCM Paper - <i>The Roles and Responsibilities of MSWs</i> (2017). A mapping exercise was completed.</p> <p>FB presented to the Group the changes to the updated Scoping Tool as a result of the mapping exercise and highlighted points for discussion. Following discussion, points were agreed and changes made to the Scoping Tool. FB to circulate updated Scoping Tool to the Group for review and comments.</p>	FB
6	<p>Development of the MSW core competencies for the MSW role under the following 4 domains</p> <ol style="list-style-type: none"> 1. Clinical Practice 2. Education and Learning 3. Research and Evidenced Based Practice 4. Leadership and Management <p>FB presented first draft of the MSW core competencies using the GP Nursing Assistants competency document as a baseline template. Discussion began with some changes being made but due to time constraints it was agreed that this document would be circulated to the Group for comments and returned to LW & FB for a two week turn-around time. These comments will be collated and a revised draft copy of the MSW core competencies will be presented to the Group at the next meeting.</p>	Group FB
7	<p>Next Steps FB to update the MSW Scoping Tool and circulate to Group</p> <p>SS, ST, LI and FB to get together to commence the review of the units within the MSW education programme. LW to arrange dates.</p>	FB LW SS, ST, LI and FB
8	<p>Dates of future meetings</p> <p>Thursday 9th June 2022 at 10.00-12.00 Monday 27th June 2022 at 11.00-1.00pm Thursday 21st July at 10am-12.00md Thursday 11th August at 10am-12.00md Wednesday 24th August at 10am-12.00md Thursday 29th Sept at 10am-12.00md Wednesday 19th Oct at 10am-12.00md</p>	
9	<p>Any other Business FB informed the Group that information on the Project is now on the NIPEC website. FB to share NIPEC website link. FB to share wording on the Project to members of both Steering Group and Working Group for use within Maternity Services Liaison Committees (MSLC) and other forums.</p>	FB FB

Action	Comment	Completed/On-going
MMcK to confirm name of hospital based MSW nomination	MMcK	
FB to update and return Equality Screening template to BSO Advice Unit	FB	
FB to circulate updated Scoping Tool to Group	FB	
FB to circulate MSW core competencies document to Group with comments to be returned within a two week turn-around time.	FB/Group	
FB to collate comments and update draft MSW core competencies document for presentation at next WG meeting	FB	
Meeting dates to be arranged to review Education Programmes with SS, ST, LI and FB	LW	
SS, ST, LI and FB to commence reviewing units within MSW Education programme	SS, ST, LI and FB	
NIPEC Website Link along with wording for information to be circulated	FB	