

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

Working Group Meeting

Wednesday 19th October 2022 at 10.00-12.00 via Zoom Platform

Present:	Heather Watson, Co-Chair, Consultant Midwife, Deputy Head of Midwifery BHSC	HWa
	Helen Weir, Co-Chair, Interim Head of Midwifery, NHSCT	HW
	Brenda McClafferty, Lead Midwife, WHSCT	BMcC
	Margaret Rogan, Consultant Midwife, Deputy Head of Midwifery, BHSC	MR
	Cathy Hamilton, Practice Development Midwife, NHSCT	CH
	Michelle Portis, Midwife Consultant (Continuity of Midwifery Carer), PHA	MP
	Mary Caddell, Regional Officer, RCM	MC
	Anne Wilson, to replace Mary Caddell as Regional Officer, RCM	AW
	Sue Trouton, Maternity Peripatetic (RQF) Assessor SHSCT	ST
	Maura McKenna, Trade Union Coordinator	MMcK
	Dawn Emerson, Midwifery Support Worker (Unison Representative)	DE
	Fiona Bradley, Senior Professional Officer, NIPEC	FB
	Linda Woods, Administrative Assistant, NIPEC, (note taker)	LW

Apologies: - Mary Dawson, Lead Midwife, SHSCT
 Lynn Irwin, Senior HR Manager, Workforce, Education, SHSCT
 Sharon Bingham, Service User
 Una Patton, Maternity Support Worker, WHSCT
 Leanne Hawthorne, Practice Development Midwife, SEHSCT
 Shirley Stronge, Senior Education Manager, CEC

Agenda Item	Notes	Action by
1	Welcome HW welcomed everyone to the meeting and a round of introductions was held as Michelle Portis, Midwife Consultant (Continuity of Midwifery Carer) PHA replacing Gillian Morrow, on the group and Anne Wilson replacing Mary Caddell, Regional Officer, RCM.	
2	Apologies As noted above.	
3	Previous Draft Action Notes Thursday 29th September 2022 and matters arising The notes of the meeting held on 29 th September 2022 were agreed and actions completed.	
4	Feedback from MSW Steering Group meeting held on 11th October 2022 FB gave feedback from the Steering Group meeting of 11th October 2022.	
5	MSW core competencies Kept on the agenda as a standing item and nothing to report currently.	

<p>6</p>	<p>MSW Education Programme Update</p> <p>ST updated the meeting and reported that 8 out of 16 RQF units have been completed. HW suggested that a small sub group would be established to check that the RQF units have a midwifery focus.</p> <p>The following names were agreed:-</p> <p>L Irwin S Trouton Dawn Emerson, SHSCT Laura Edwards, BHSCT Cathy Hamilton, NHSCT Catrina McCullough, SHSCT</p> <p>To check representation from SEHSCT and SHSCT.</p> <p>The following two competencies still require theory/skills components.</p> <ol style="list-style-type: none"> 1. Taking and recording physiological observations of the infant 2. Infant capillary blood sampling for glucose estimation. <p>FB reported that LI suggested that the adult RQF unit could be modified to meet these two competencies. The group agreed with this suggestion.</p> <p>ST has updated the MSW competency booklet. It was agreed that members should review this and feed-back their comments with a 2 week return date.</p>	<p>Competency booklet comments to be returned to LW by 4th Nov 22</p>
<p>7</p>	<p>MSW Job Description Update</p> <p>FB reported that the Steering Group had amended 2 points on the Job Description. FB presented the changes on the Job Description which the group agreed.</p>	
<p>8</p>	<p>Standards for MSW</p> <p>HW reported that the MSW Standards had been shared with the Steering Group and awaiting their feedback.</p>	
<p>9</p>	<p>MSW Induction and Development Pathway</p> <p>FB presented the DoH Nursing Assistants Induction and Development Pathway booklet. A word version of the same document was presented with changes made to reflect the MSW role. Document to be shared with the group for comment and feedback by 4th November 2022. HW and FB to meet to discuss comments before the next working group meeting</p> <p>Discussions followed regarding the delivery of the programme into the future. There was overall consensus that it should be a regionally delivered programme.</p>	<p>Comments on MSW Induction Development Pathway to be returned to LW by 4th November 2022</p>

10	Next Steps and Programme of Work Programme of work up to date at this time. Dates of future meetings <ul style="list-style-type: none"> • Wednesday 16th Nov at 2.00-4.00pm • Wednesday 14th Dec at 1.00-3.00pm It was agreed that 1 or 2 more meetings to be held in early 2023 to complete the programme of work.	To arrange future dates
11	Any other Business MC gave apologies for the next 2 meetings as she will be retiring and Anne Wilson will now represent the RCM on this Working Group. HW thanked MC for being a great asset and wished her all the best for her future. Induction and Development Pathway for Nursing Assistants to be shared with Anne Wilson, RCM.	LW
Action	Comment	Completed/On-going
Comments on MSW Competency booklet to be returned to LW by 4 th November 2022	ALL	
Comments on MSW Induction Development Pathway to be returned to LW by 4 th November 2022.	ALL	
Two future dates to be organised in early 2023	LW	
To send A Wilson copy of Induction and Development Pathway	LW	