

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

Working Group Meeting

Thursday 11th August 2022 at 10.00-12.00 via Zoom Platform

Present:

Heather Watson, Co-Chair, Consultant Midwife, Deputy Head of Midwifery BHSCT	HWa
Shonagh Clifford, attending obo Brenda McClafferty, WHSCT	SC
Margaret Rogan, Consultant Midwife, Deputy Head of Midwifery, BHSCT	MR
Gillian Morrow, Continuity of Midwifery Carer, Consultant Midwife, PHA	GM
Lynn Irwin, Senior HR Manager, Workforce, Education, SHSCT	LI
Sharon Bingham, Service User	
Maura McKenna, Trade Union Coordinator	MMcK
Fiona Bradley, Senior Professional Officer, NIPEC	FB
Linda Woods, Administrative Assistant, NIPEC, (note taker)	LW

Apologies: - Helen Weir, Co-Chair, Interim Head of Midwifery, NHSCT
 Brenda McClafferty, Lead Midwife, WHSCT
 Cathy Hamilton, Practice Development Midwife, NHSCT
 Shirley Stronge, Senior Education Manager, CEC
 Sue Trouton, Maternity Peripatetic (RQF) Assessor SHSCT
 Una Patton, Maternity Support Worker, WHSCT
 Mary Dawson, Lead Midwife, SHSCT
 Joanna McDonald, Service User
 Leanne Hawthorne, Practice Development Midwife, SEHSC

Agenda Item	Notes	Action by
1	Welcome HWa welcomed everyone to the Working Group meeting and thanked everyone for attending.	
2	Apologies As noted above.	
3	<p>Notes and actions arising from previous meeting on 21st July 2022</p> <p>Draft Action Notes from previous meeting on the 21st July 2022 had been forwarded to the Working Group. No comment/amendments were returned.</p> <p>FB reported that the SEHSCT had fed back that Equality and Diversity Training, Q2020 training and SGA adults training are provided by the Trust as Corporate mandatory training. FB awaiting feedback from the SHSCT.</p> <p>All changes within the MSW excel document confirmed with Steering Group – see Item 4 on the agenda.</p>	FB

<p>4</p>	<p>Feedback from MSW Steering Group meeting held on 28th July 2022 HWa gave feedback from the MSW Steering Group meeting held on the 28th July 2022.</p> <p>Equality and Human Rights Template has been forwarded to the BSO Equality Unit for approval. FB will update the members once it has been approved. The template will be available on the BSO website with a link to the NIPEC website also.</p> <p>Agreement that any Corporate Mandatory training that the MSW needs to complete or update in – should be completed alongside completing the MSW programme</p> <p>The next MSW Intake (September 2022) will use the existing MSW education programme in the interim until the new programme is agreed.</p> <p>FB has written to the Heads of Midwifery with outstanding queries that require confirmation. FB updated the Working Group that not all Heads of Midwifery had replied to date.</p> <p>Discussion around the MSW core duties and theatre duties continues. It was agreed that this needs to be the same in all Trusts. MMcK indicated that to future proof the MSW job description it would be advantageous to include theatre duties and it will enable more flexibility with the opportunity to utilize skill mix when there are staff shortages.</p>	<p>FB</p>
<p>5</p>	<p>Review of MSW core competencies HWa reported no further changes to the draft MSW Core Competencies and this will continue to be an agenda item in the meantime.</p>	
<p>6</p>	<p>Feedback from the Education sub group</p> <p>LI gave an update from the education sub group.</p> <p>LI and ST have begun to update the MSW education programmes relevant to the revised MSW core duties.</p> <p>LI asked the Working Group to consider if the RQF Unit 6738 – ‘<i>Cleaning, decontamination and waste</i>’ needs to remain on the MSW education programme or could the content be covered by Corporate Mandatory training. LI to forward details of the RQF Unit to FB for circulation to the Group.</p>	<p>LI & FB</p>
<p>7</p>	<p>Review and update regional MSW Job Description</p> <p>FB presented a draft MSW Job Description which the group discussed in detail. FB to forward updated JD to the Group for comments and feedback.</p>	<p>FB</p>
<p>8</p>	<p>Next steps and programme of work</p> <p>Dates of future meetings</p>	

	<ul style="list-style-type: none"> • Wednesday 24th August at 10am-12.00md • Thursday 29th Sept at 10am-12.00md • Wednesday 19th Oct at 10am-12.00md • <p>MMcK gave apologies for Wednesday 24th August 2022. FB will meet with MMcK prior to this meeting for preparation and update.</p>		
9	<p>Any other Business</p> <p>HW thanked everyone for their participation in the meeting.</p>		
Action		Comment	Completed/On-going
FB to recheck with SHSCT re Corporate Mandatory training		FB	
To keep Working Group informed when Equality and Human Rights Screening Template completed		FB	
LI to forward RQF Unit to FB for circulation to Group		LI & FB	
Agreed amendments of MSW Job Description to be circulated to group for comment/feedback		FB	