

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

Working Group Meeting

Wednesday 16th November 2022 at 2.00-4.00pm 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
Cathy Hamilton, Practice Development Midwife, NHSCT	CH
Shirley Stronge, Senior Education Manager, CEC	SS
Una Patton, Maternity Support Worker, WHSCT	UP
Maura McKenna, Trade Union Coordinator	MMcK
Mary Dawson, Lead Midwife, SHSCT	MD
Lynn Irwin, Senior HR Manager, Workforce, Education, SHSCT	LI
Fiona Bradley, Senior Professional Officer, NIPEC	FB
Linda Woods, Administrative Assistant, NIPEC, (note taker)	LW

Apologies: - Anne Wilson, Regional Officer, RCM
 Sue Trouton, Maternity Peripatetic (RQF) Assessor SHSCT
 Sharon Bingham, Service User
 Michelle Portis, Midwife Consultant (Continuity of Midwifery Carer), PHA

Agenda Item	Notes	Action by
1	Welcome and Introductions HWa welcomed everyone to the meeting and thanked members for attending.	
2	Apologies Apologies noted as above. It was agreed that FB would write to Mary Caddell to recognise her involvement and expertise on behalf of the Working Group.	FB
	Previous Draft Action Notes 19th October 2022 and matters arising Previous notes of 19 th October 2022 were agreed as an accurate record of the meeting. 4 returns were received in regard to the Core Competency Booklet and Induction and Development Pathway. This was discussed later in the agenda.	
3	Feedback from MSW Steering Group meeting held on 11th October 2022 FB gave an update on feedback from the MSW Steering Group meeting held on the 11 October 2022. Discussion took place re: infant resuscitation. Further information was to be sought from a HV representative in the PHA – this was answered in that <i>'the Band 3's in the community receive BLS like all employees in a clinical setting but would be expected to dial 999 and follow instructions'</i> .	

	<p>The MSW Job Description was sent to the Steering group for comment – none returned.</p> <p>The future model for delivery of the MSW education programme was discussed - to go back to the DoH for further discussion.</p>	
4	<p>MSW core competencies</p> <p>FB and LI met with Susanne Thomas and Jennifer McKenna from the Regional CoMC Education Workstream to discuss their work on the training needs analysis that they have completed on a regional basis for midwives.</p> <p>FB commented that this was excellent work and that Susanne and Jennifer would be interested in creating a similar document for MSWs. They both reviewed the draft MSW documents developed by the Group and forwarded a few suggestions regarding wording and terminology. FB to amend and update the documentation. FB will also share the info from Susanne and Jennifer with the group.</p> <p>The group confirmed the following:</p> <p>Safeguarding Children Level 2 was mandatory training for MSWs</p> <p>Infant physiological observations and capillary blood sampling of the infant are to be developed as RQF units taking on board they have to be amended from the adult RQF unit. SS offered support to LI.</p> <p>Basic life support measures of the infant were discussed in detail. It was agreed that within the hospital setting the role and responsibilities of the MSW would be to call for help and assist the health professional under guidance. Within the community setting the MSW working on her own, would be expected to call 999 and take guidance from the call handler.</p> <p>Mandatory training was discussed in detail and it was noted that each Trust has different variations. All Trusts to forward their list of mandatory training for MSWs.</p>	<p>FB</p> <p>FB</p> <p>SS</p> <p>All</p>
5	<p>MSW Education Programme Update</p> <p>LI updated the members on current work to date. There are 17 RQF Units in total. 14 have been standardised, 2 in progress and 1 left to complete.</p> <p>The sub group who have agreed to review the RQF units to ensure they have an up to date midwifery content and focus, have fed back on 3 units. The second set of 3 units have been issued with further to follow. The sub-group will come together before the next Working Group Meeting on the 14th December 2022.</p> <p>A lot of work has to be done on the Competency Booklet. HWa thanked LI for all the hard work done to date.</p> <p>FB shared an example template to demonstrate what should be completed for the in-house education programmes. 12 in-house education units needs to be completed. Members including HW, MD, BMcC, along with Laura Edwards and Leanne Hawthorne have either volunteered or been nominated to complete the templates which have to</p>	<p>HW, MD, BMcC, Laura Edwards & Leanne Hawthorne.</p>

	<p>be returned by the 7th December 2022 and discussed at the next Working Group meeting on 14 December 2022.</p> <p>SS offered to proof read for Brenda McClafferty and Mary Dawson.</p>		
6	<p>MSW Job Description Update</p> <p>FB reported that no comments were received back from the Steering Group. FB will forward the Job Description to MMcK and Una Burns for job matching through the Job Evaluation Scheme within the next few weeks.</p>		
7	<p>Standards for MSWs</p> <p>FB reported that no more comments had been received from the Steering Group.</p>		
8	<p>Next Steps and Programme of Work</p> <p>Dates of future meeting</p> <p>Wednesday 14th Dec at 1.00-3.00pm</p>		
9	<p>Any other Business</p> <p>HWa thanked everyone for all the hard work done to date.</p> <p>Apologies received from BMcC and MMcK for the next meeting.</p>		
Action		Comment	Completed/On-going
FB to write to Mary Caddell, RCN		FB	Completed
LW to share CoMC excel doc for MSWs		LW	
FB to amend MSW documentation following meeting with CoMC		FB	
SS to support LI and ST in the development of the 2 additional RQF units		SS	
Trusts to forward their corporate mandatory training lists for MSWs		All	
LW to circulate the in-house education templates to the midwives for completion		LW	