

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

Working Group Meeting

Tuesday 10th January 2023 at 10.00am via Zoom Platform

Present:

Helen Weir, Co-Chair, Interim Head of Midwifery, NHSCT	HW
Heather Watson, Co-Chair, Consultant Midwife, Deputy Head of Midwifery BHSCT	HWa
Lynn Irwin, Senior HR Manager, Workforce, Education, SHSCT	LI
Sue Trouton, Maternity Peripatetic (RQF) Assessor SHSCT	ST
Leanne Hawthorne, Practice Development Midwife SEHSCT	LH
Michelle Portis, Continuity of Midwifery Carer, Consultant Midwife, PHA	MP
Mary Dawson, Lead Midwife, SHSCT	
Brenda McClafferty, Lead Midwife, WHSCT	BMcC
Cathy Hamilton, Practice Development Midwife, NHSCT	CH
Fiona Bradley, Senior Professional Officer, NIPEC	FB
Linda Woods, Administrative Assistant, NIPEC, (note taker)	LW

Apologies: - Shirley Stronge, Senior Education Manager, CEC
 Una Patton, Maternity Support Worker, WHSCT
 Sharon Bingham, Service User
 Anne Wilson, Regional Officer, RCM
 Heather Moore, MSW, NHSCT
 Joanna McDonald, Service User

Agenda Item	Notes	Action by
1	Welcome HW welcomed everyone to the meeting. The meeting planned for the 14 th December 2022 was not quorate, and a short update was provided to the members present.	
2	Apologies Noted as above.	
3	Notes and actions from previous meeting held on Wednesday 16th November 2022 Action notes agreed and all actions completed.	
4.	MSW Steering Group meeting MSW education programme FB mentioned that the last Steering Group was not quorate, and discussion was held on a few issues: - The future model to ensure the sustainability of the MSW education programme was discussed with Aisleen McCann, DoH WPD who agreed to make enquiries with Mark Brown, DoH, WPD regarding budgets. No feedback received to date. It was agreed that communication regarding launching the new MSW Programme needs wide promotion, to get it embedded into the Trusts. Dawn Ferguson and Fionnuala McCluskey, Co-Chairs, prepared a letter to the CNO around the challenges re the delivery of the education programme i.e. CEC not able to deliver the programme and no career pathway for MSWs.	

	The Induction and Development Pathway signed off. Job Description currently sent for job matching and hope to hear back by 17th January 2023.	
5.	MSW education programme ST confirmed that all RQF Units have been updated for the MSW Education Programme and is now ready to go. The education subgroup, along with LI and ST leading the work, were thanked for their valuable time and input to getting this work completed.	
6.	MSW core competencies FB presented the draft Training and Competency Skills booklet. It was agreed to test the booklet with midwives, current and trainee MSWs using a hard copy if possible. All Trusts and ST agreed return their comments by Friday 20 th January 2023. FB also presented the draft conclusions and recommendations for the Final Summary Report. Comments welcomed by Friday 20 th January 2023.	FB FB
7.	MSW Job Description As above	
8.	Standards for MSWs Agreed, no changes.	
9.	MSW Induction and Development Pathway FB had shared with the Steering Group and no comments received.	
10.	Next steps and programme of work It was agreed to host one more meeting on the 23 rd January 2023. Apologies were given for short notice. It is hoped an update on the job matching will be provided.	LW
11.	Any other business HW thanked everyone for all their support with this Project. It commenced February 2022 and a tremendous amount of work has been completed in a short time frame. HWa thanked HW for co-chairing the Working Group and thanked the Working Group for the amount of work, which was a large commitment but worthwhile to invest in the MSW as they are an integral part of the workforce. FB gave her thanks to everyone for the amount of work done to date and thanked HW and HWa for co-chairing, giving their time and commitment to this valuable work. HW thanked LW for all the administration work arranging and attending the meetings.	
Actions		
Booklet to be circulated for trial and comments to be returned by Friday 20 January 2023	Nominated person/s LW/FB	Completed/not completed
Conclusions and Recommendations to be circulated for comment and returned by 20 January 2023	LW/FB	
MS Teams invites to be sent for Monday 23 January 2023 at 2.00-4.00pm	LW	