

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

Working Group Meeting **NOT Quorate**

Thursday 14th December 2022 at 1.00pm via Zoom Platform

Present:	Helen Weir, Co-Chair, Interim Head of Midwifery, NHSCT	HW
	Lynn Irwin, Senior HR Manager, Workforce, Education, SHSCT	LI
	Sue Trouton, Maternity Peripatetic (RQF) Assessor SHSCT	ST
	Michelle Portis, Continuity of Midwifery Carer, Consultant Midwife, PHA	MP
	Mary Dawson, Lead Midwife, SHSCT	
	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
 Maura McKenna, Regional Job Evaluation Lead
 Una Patton, Maternity Support Worker, WHSCT
 Heather Watson, Co-Chair, Consultant Midwife, Deputy Head of Midwifery BHSCT
 Brenda McClafferty, Lead Midwife, WHSCT
 Sharon Bingham, Service User
 Dawn Emerson, Maternity Support Worker
 Anne Wilson, Regional Officer, RCM
 Heather Moore, Maternity Support Worker

Agenda Item	Notes	Action by
1	<p>Welcome HW welcomed everyone to the meeting. The meeting did not have full attendance and as all Trusts were not represented, it was agreed to give an update to the members present.</p>	
2	<p>Apologies Noted as above.</p>	
3	<p>Notes and actions from previous meeting held on Wednesday 16th November 2022 All actions had been completed.</p>	
4.	<p>Notes of Steering Group held on 25 November 2022 This meeting was not quorate and agreed to circulate the Induction Development Pathway to the Steering Group for comments and feedback. The Mandatory Training for MSWs varied across the HSC Trusts and it was agreed that MSWs should adhere to their own Trust's mandatory training requirements, however there was specific midwifery mandatory training programmes that will need to be completed within the MSW education programme timeline structure. These programmes are identified in the Training and Competency Training Booklet.</p>	

	<p>Aishleen McAlister, DoH Workforce Policy to feedback regarding discussion with Mark Brown re commissioning arrangements for MSWs.</p> <p>Maura McKenna and Oonagh Burns still to return results of the Job Matching exercise.</p> <p>A letter from the Steering Group has been forwarded to the CNO re solutions and suggestions for reconfiguration of the model to deliver the MSW education programme.</p>	<p>AMcA</p> <p>MMcK</p>
5.	<p>MSW education programme update</p> <p>LI and ST gave an update on the RQF Units. A lengthy discussion was held around 2 additional units i.e. Infant Physiological Measurements and Capillary Blood Sampling. ST to develop these units with support from S. Stronge (CEC). HW noted appreciation and thanked everybody for all the work done to date. FB also noted the huge amount of work and the detail that was required to complete the RQF learning units.</p>	
6.	<p>MSW core competencies</p> <p>Update given.</p>	
7.	<p>MSW Job Description</p> <p>As noted above has gone for job matching.</p>	
8.	<p>Standards for MSWs</p> <p>Terminology has all been updated.</p>	
9.	<p>MSW Induction and Development Pathway</p> <p>FB reported this had been updated and forwarded to the Steering Group with no comments received back.</p>	
10.	<p>Next steps and programme of work</p> <p>Next meeting to be held on the 10th January 2023.</p> <p>It is planned to have the draft final summary report ready for the next meeting.</p> <p>RQF Units nearly completed. FB plans to have the Training and Competency Skills Booklet in the final draft stage.</p> <p>LI commented that it is hoped that the Booklet will eventually be transferred on to a Learning Management System (LMS) in all Trusts.</p> <p>Discussion was held around Solihull training and that this would not be included as part of the education programme.</p> <p>HW thanked everyone for their time today and wished all a lovely Christmas and a Happy New Year.</p>	
11.	<p>Any other business</p> <p>No further business at this time.</p>	

Action	Comment	Completed/On-going
Discussion re DoH Workforce policy with Mark Brown re commissioning arrangements for MSWs	AMcA	
Job Matching results to be forwarded	MMcK and OBurns	