



## **RNLD Expert Reference Group**

**16<sup>th</sup> August 2023  
2pm**

### **Note of meeting**

#### **Attended**

Prof Owen Barr Chair  
Sharon Ogle SET  
Niki Smyth SET  
Rosaline Kelly RCN  
Roisin Devlin SET (left 3.15pm)  
Frances Maguire BHSC  
Maureen Roberts SHSCT  
Michael McBride BHSC  
Clionagh McElhinney WHSCT  
Damian McAleer CEC  
Lynn Marsh QUB  
Maurice Devine OU  
Seamus Coyle  
L Kelly NIPEC Guest speaker  
B Carson NIPEC Guest speaker  
Frances Cannon NIPEC (Project Support)

#### **Apologies**

Nicola McCann RQIA  
Denise Magill Triangle Housing  
J Doherty WHSCT  
M Curran BHSC  
Sarah Price Stephens SEHSCT  
Claire Thompson QUB  
Julie Richie SEHCT  
Rhona Brennan NHSCT  
Oisín McAuley SHSCT

**1.0 Welcome & Apologies** Owen welcomed everyone to the meeting particularly Linda Kelly and Brenda Carson who were both presenting at the meeting

**2.0.** The note of the last meeting was agreed as accurate

Update on Actions were reviewed as per the Action Log below

Frances provided feedback on education programmes not-commissioned as follows:-

One Trust did not submit any information in this scoping exercise, from the data submitted it appears: -

- ✓ Education requests appear disparate
- ✓ A number of programmes requested were not commissioned and this decision appears to have been made by ECG
- ✓ A number of programmes were deemed not viable due to small numbers and therefore did not run.
- ✓ In a small number of programmes the places requested were not allocated due to demand by other fields of practice.

This exercise highlighted the need for regional co-ordination (perhaps 3 yearly) by learning disabilities nurses to identify their educational requirements aligned to strategic development, service and client need.

Regional co-ordination on a 3 yearly basis has the potential to strengthen the position of learning disabilities nursing when requests are being considered by ECG which should in turn inform the education commissioning plan.

Co-ordination of educational requests should help emphasis the need for specific programmes and ensure delivery of programmes remain viable i.e uptake of places

Roisin Devlin commented that the ECG was aware of this situation and highlighted that LD Nursing was not unique in this regard – she reassured members that ECG processes are being reviewed to ensure the RNLDs are not negatively impacted. Owen also reassured ERG members that these finding would be reflected in the RNLD report and the recommendations will reflect these findings.

### **3.0 Presentation from RNLD Strategic Development Project Group**

Linda Kelly CEx NIPEC and Co-Chair of the RNLD Strategic Development Project Group gave an update of recent meeting she had had with the CNO and the DCNO. Linda focused on the *draft Recommendations* of the report which are set out under 4 headings:-

- Workforce and workforce planning
- Education and Training
- Quality Assurance Framework
- Career pathways

(these had been circulated to ERG members prior to meeting)

ERG members provided some initial feedback and were asked to review the recommendations and provide written feedback on or before 6<sup>th</sup> September 2023 (final date for submission).

There was a query as to how will the recommendations be progressed and a suggestion that there should be an action plan agreed and actions prioritised – Linda suggested that that will happen in due course, the priority at the moment is to get the recommendations agreed and signed off. It was also recognised that going forward the RNLD ERG members would be integral to progressing the recommendations

Owen took the ERG members through the 3 draft diagrams representing the Model for RNLDs & support to people with a learning disability which had been shared prior to the meeting initial feedback included

- ✓ remove secondary in LD Specialist Services
- ✓ Check terminology re: tertiary care
- ✓ Remove - On-going monitoring
- ✓ Presentation consistent with Enhancing Clinical Career Framework which is positive
- ✓ Check wording in ECCF

**Action Point 21** ERG members asked to review both the recommendations and the diagrams and provide written feedback on or before 6<sup>th</sup> September 2023

#### **4.0 HSC Quality Excellence Framework**

Brenda Carson Senior Professional Officer NIPEC provided a presentation on the draft HSC Quality Excellence Framework which has been agreed by the steering group – Brenda highlighted its introduction is one of CNOs priorities with a final production /version hopefully agreed by the end of March 2024. see PPT attached

Mindful of the work that is going on in the Expert Reference Group (ERG) Brenda has suggested (via NIPEC) perhaps it would be useful to use the ERG as a test bed for the framework.

Colleagues were supportive of the framework, with the RNLD Consultant Nurses highlighted that they have already been asked to contribute to the development of a dashboard – this work is being progressed in early October.

#### **5.0 RNLD Communities of Practice**

The next RNLD Communities of Practice is scheduled for 24<sup>th</sup> October 2023. A planning meeting for the next RNLD Communities of Practice is to be scheduled by Frances.

This will be a virtual meeting and agenda items include

- Update on the RNLD Strategic Development Project Group – **Linda Kelly Co-Chair of the RNLD Strategic Development Project Group**
- Resilience **TBC**

**Action Point 22** A planning meeting for the next RNLD Communities of Practice is to be scheduled

#### **6.0 Engagement/Communication with Service users and Carers.**

Frances reported that no-one attended the engagement Event with people with a learning disability and their carers regarding the RNLD Strategic Development Project. Owen did attend a PCC carer event on the 18<sup>th</sup> July and there were 3 people in attendance.

It was agreed a new date should be scheduled and a flyer prepared to advertise the event shared with the following organisations

- ✓ Tilli
- ✓ Lilliput
- ✓ Compass
- ✓ FINI
- ✓ PCEP – QUB
- ✓ Mencap
- ✓ HSC Trusts
- ✓ PCC

The flyer will be shared with ERG members and they should encourage Service users and Carers with whom they have contact with, to attend. There was discussion that perhaps there is a need for 2 separate events – Adult and Children. Owen highlighted that resources could be made available and the presentation could be delivered locally by the RNLD Consultant Nurses to various groups but for now we will focus on delivering one session open to all.

**Action Point 17 (update)** Frances to work with Owen to agree date prepare a flyer and disseminate across the above organisation

#### 7.0 AOB

Clionagh shared information regarding LD Competition & Tick Tock poster

**Action point 23** Frances to disseminate LD Competition & Tick Tock poster to ERG members

#### Date of next scheduled meetings

<b>20<sup>th</sup> September</b>	<b>2pm – 4pm</b>	<b>MAH TBC</b>
<b>18<sup>th</sup> October</b>	<b>2pm – 4pm</b>	<b>Virtual</b>
<b>15<sup>th</sup> November</b>	<b>2pm – 4pm</b>	<b>Face to Face venue TBC</b>
<b>12<sup>th</sup> December</b>	<b>2pm – 4pm</b>	<b>Virtual</b>

### RNLD Expert Reference Group Actions Log

<b>Action</b>	<b>Date</b>	<b>By whom</b>	<b>Update Open/Closed</b>
<b>AP 1:</b> Each organisation represented on the present Collaborative should before 17 <sup>th</sup> November send Frances the names and titles of those they think should be members of the New Group mindful that nominations should have the professional expertise to inform the work.	8/11/2022	All	Nominations from each of the HSC Trusts received membership of the group had been specifically sought to ensure they have the professional expertise to inform the work of the Registered Nurse Learning Disabilities – Strategic Development Project Group. <b>Closed</b>
<b>AP 2:</b> Members should send through their views on a new name for the Group mindful that it will be in place after the project is complete	8/11/2022	HSC Trust members	New name for the Group sent through to FC RNLD Expert Reference Group was the only alternative name submitted <b>Closed</b>
<b>AP 3:</b> Members to send Francs via email their agreement to progress as discussed at the meeting	8/11/2022		<b>Closed</b>

<p><b>AP 4</b> FC and OB to contact Patient Client Council to establish how they could support service user engagement  FC OB to Link with Mencap, VOYPIC and FINI to establish how they might support service user Family Carer engagement  Each of the HSC Trusts to send in a list of service user family carer groups accessed in the HSC Trusts</p>	19/12/2022		<ul style="list-style-type: none"> <li>– to be progressed</li> </ul> <p>Feedback from Leslie Anne Newton FC to respond to LA Newton indicating that there was no action required at the moment but we will be intact when relevant  <b>WHST</b> (feedback) currently use TILLI group as a user involvement group for the <b>Southern sector</b> but not the <b>Northern sector</b> of the trust. There is no other specific user involvement group in the Trust. The Local Engagement partnership (LEP) is operational within the Trust which is more carer focused and does not have user involvement representation, however something that the Learning disability programme of care are trying to focus on.</p> <p><b>BHST</b> (feedback) use Bryson, VOYPIC, Mencap, Kids Together, NICCY, Children’s Law Centre, NAS</p>
<p><b>AP5:</b> The Group previously known as the Regional /NI Collaborative will change to RNLD Expert Reference Group</p>	19/12/22		<b>Closed</b>
<p><b>AP 6</b>  Action Link with NIPEC CEX to ask how best to access an ADON with responsibility for Workforce and Education to sit on the group  Discuss formal feedback process on the activity of the RNLD ERG with CEx NIPEC</p> <ul style="list-style-type: none"> <li>Group members to provide feedback on TOR by 6/1/2023</li> <li>Meetings of the ERG should be planned as far ahead as possible</li> </ul>	19/12/22	F C & OB	<p>Email sent to Linda Kelly as CEx of NIPEC and meeting arranged for 16<sup>th</sup> January 2023</p> <p>Group members provided feedback on TOR by 6/1/2023 – Agenda Item 4 <b>Closed</b></p> <p>Dates for meetings agreed for next year <b>Closed</b></p>
<p><b>AP7</b> Those organisations who have not responded to provided re AP6 to do so  <i>Each of the HSC Trusts to send in a list of service user family carer groups accessed in the HSC Trusts</i></p>	11/1/23	All	<p>All HSC Trusts have submitted information Shared ahead of the meeting  <a href="#">View here</a></p> <p><b>Closed</b></p>
<p><b>AP8</b> FC to begin reviewing the data submitted on the pro-forma and will contact the lead person in each HSC Trust to accuracy check</p>	11/1/23	F Cannon	<p>Data submitted reviewed and accuracy checked - Description of RNLD workforce prepared</p> <p>We will be referencing this under agenda Item 6 <b>Closed</b></p>
<p><b>AP 9:</b> FC to circulate the revised TOR – Members to review the content again and check the membership including the titles of those included in the membership</p> <ul style="list-style-type: none"> <li>Lynne Marsh to co-opt a 3<sup>rd</sup> year student to become a member of the group</li> </ul>	11/1/23	F Cannon	<p>TOR Circulated  Letter drafted for CEx NIPEC to send to the DON requesting a ADON to become a member of this group  <b>[Closed R Devlin ADON SEHST is nominated member of the RNLD ERG March 2023]</b></p> <p>No comments received from RNLD ERG members –</p>

			<p><b>Closed</b></p> <p><b>Update 09/03/23</b> – Student are back in University this week – Lynne to link with student and invite expression of interest</p> <p><b>[30/5/2023 Closed]</b> Claire Thompson nominated</p>
<p><b>AP10</b> Frances to link with Rosaline Kelly and Angela McCallan to review the TOR of the RNLD Community of Practice Group are updated to aligned to the Registered Nurse Learning Disabilities –Strategic Development Project Group</p>	11/1/23	F Cannon R Kelly A McCallan	<p>FC has linked with Rosaline and Angela Date to meet agreed 22/2/23 with OB &amp; RK &amp; AMCC to review TOR for the RNLD PDF Forum /Community of Practice to discuss the agenda for first meeting of CoP</p> <p><b>[update 30/05/23closed]</b> First RNLD COP Event held on the 28 April 2023</p>
<p><b>AP11</b> Learning and Development Framework - Strategic RNLD Workforce Engagement Event</p>	6/3/23	All	<p>The Consultant Nurses were asked to share this information and get feedback from local RNLD Teams. Feedback should be sent to Cathy McCusker at <a href="mailto:cahty.mccusker@nipec.hscni.net">cahty.mccusker@nipec.hscni.net</a> and Owen <a href="mailto:o.barr@ulster.ac.uk">o.barr@ulster.ac.uk</a> by 6th March 2023</p> <p><b>Closed [no feedback]</b>30/5/2023</p>
<p><b>AP 12</b> Paper circulated</p> <ul style="list-style-type: none"> <li>• population health needs of people with learning disabilities <i>draft paper</i></li> <li>• RNLD workforce in the HSC <i>draft paper</i></li> <li>• Learning and Development Framework-Strategic RNLD Workforce Engagement Event <i>draft paper</i></li> </ul>	16/3/23	All	<p>papers are not for wider circulation and invited feedback by 16<sup>th</sup> March 2023.to <a href="mailto:frances.cannon@nipec.hscni.net">frances.cannon@nipec.hscni.net</a> &amp; <a href="mailto:O.barr@ulster.ac.uk">O.barr@ulster.ac.uk</a></p> <p>No feedback received (Closed 30/5/2023 )</p>
<p><b>AP 13</b> Frances to link with RNLD Consultant RNLD to prepare a proforma to gather information regarding generic programmes accessed by RNLDs</p>	2/6/23	FC Consultant Nurse RLNDs	<p>Proforma prepared and disseminated – information submitted to F Cannon Report prepared and share with RNLD Strategic Workforce Development group</p> <p>Phase 2: gather data regarding programmes requested but not commissioned</p>
<p><b>AP 14</b> Frances to liaise with Cathy McCusker to arrange attendance at next ERG which will be face to face to discuss development of an RNLD Career Pathway</p>	2/6/23	FC to link with Cathy McCusker (NIPEC Career pathway development lead)	<p>Cathy McCusker in attendance at ERG 29<sup>th</sup> June which will be face to face to discuss development of an RNLD Career Pathway</p>
<p><b>AP 15</b> Arrange a follow up meeting with Clionagh Angela and Owen to discuss feedback /comments from the COP on the 28<sup>th</sup> April 2023 and agree next steps – feedback for the next ERG meeting</p>	Meeting 2/6/23	Clionagh Angela and Owen& Frances	<p>follow up meeting arrange with Clionagh Angela and Owen to discuss feedback /comments from the COP on the 28<sup>th</sup> April 2023</p> <p>Next COP – 24<sup>th</sup> October</p>

<p><b>AP 16 RESPOND (Trauma Champion Training)</b>  Frances to link with Siobhan Rogan to follow up on plans for the roll out from/for Trauma Champion Training</p> <p>R Brennan to provide a link for an E learning Trauma informed practice training programme to members of this group</p>	29/6/23	Frances Cannon Rhona Brennan	<p>Damian McAleer to contact T Green QUB Frances linked via email with Siobhan Rogan to follow up on plans for the roll out from/for Trauma Champion Training</p> <p>R Brennan to provide a link for an E learning Trauma informed practice training programme to members of this group</p> <p><b>29<sup>th</sup> June update from D McAleer</b> who did speak to QUB re Trauma informed approaches which they are developing. We still await more info on next steps with RESPOND Champions as a region though.</p>
<p><b>AP 17</b> Frances to plan with Jackie Kelly PCC an Engagement Event with people with a learning disability and their carers regarding the Registered Nurse Learning Disabilities – Strategic Development Project</p>	June 2023	Frances to liaise with Jackie Kelly PCC	<p>Engagement Event with people with a learning disability and their carers regarding the Registered Nurse Learning Disabilities – Strategic Development Project  30<sup>th</sup> June 2023 1.30 – 3pm</p> <p><b>Update 16/7/23</b>  no-one attended the engagement 30<sup>th</sup> June Event. Owen did attend a PCC carers event on the 18<sup>th</sup> July and there were 3 people in attendance.</p> <p>Frances to work with Owen to agree date prepare a flyer and disseminate across the organisations including Tilli Lilliput Compass, FINI PCEP – QUB, Mencap HSC Trusts PCC,</p>
<p><b>AP18</b>  Lynn to share email link to programme of activities for carers week Frances to disseminate</p>	30 <sup>th</sup> May 2023	F Cannon	Complete <i>Closed</i>
<p><b>Action Point 19</b> FC to share the Career Development Framework for Learning Disability Nursing in Scotland and the Core Capabilities Framework for Supporting people with a Learning Disability – Skills for health be shared with the ERG members</p>	July 2023	F Cannon	Complete <i>Closed</i>
<p><b>Action Point 20:</b> Owen to formally write to Siobhan Rogan PHA to request that the Hospital Passport is renamed a Health passport</p>	July 2023	O Barr	Update 16/7/2023 Owen had spoken verbally to Siobhan and will formally write to her to request this change
<p><b>Action Point 21</b> ERG members asked to review the recommendations and provide written feedback on or before 6<sup>th</sup> September 2023</p>	6 <sup>th</sup> September 2023	all	

<b>Action Point 22</b> A planning meeting for the next RNLD Communities of Practice is to be scheduled	6 <sup>th</sup> September 2023	F Cannon	Complete
<b>Action point 23</b> Frances to disseminate LD Competition & Tick Tock poster to ERG members	17/7/23	F Cannon	Complete Closed



ERG members provided some initial feedback and were asked to review the recommendations and provided written feedback on or before 6<sup>th</sup> September 2023 (final date for submission)