

Thursday 9th May 2019, 11:00 – 13:00
Venue: The Mac, The Pavilion, Stormont Belfast

In Attendance

Angela McLernon Co-Chair	NIPEC
Bernadette Gribben	NIPEC
Carol McGinn	WHSC
Clare Marie Dickson	SEHSCT
Debbie Totten	NI Hospice
Donna Gallagher	Open University
Fiona Bradley	NIPEC
Frances Cannon	NIPEC
Heather Finlay Co-Chair	DOH
Jenny McNeill	QUB
Joanne Fitzsimons	SEHSCT
Karen McCutcheon	QUB
Sharon McRoberts	SHSCT
Moira Mannion	BHSCT
Neal Cook	UU
Pamela Craig	NHSCT
Patrick Gallagher	DoH
Paul Canning	CEC
Rachel Kynes	NI Hospice
Rhonda Brown	BHSCT
Sharon Conlan	SHSCT
Sinead Deane	QUB Student
Sue West (By Phone)	NMC
Tracie Fleming	NHSCT
Yvonne Connolly	BHSCT

Apologies

Ann Geraghty	FSHC
Breda Henderson	UU Student
Brendan McGrath	WHSC
Cindy Anderson	NI Hospice
Eilish Boyle	NIPEC
Kathy Fodey	PHA
Kerrie McLarnon	NHSCT
Owen Barr	UU
Peter Barbour	DoH
Rita Devlin	RCN

1. Welcome & Apologies

AMcL welcomed attendees, introductions were made and apologies noted as above. It was noted that Hillary Maguire, NI Hospice, has retired and will be replaced by Cindy Anderson on the Working group.

2. Chairs Opening Remarks

AMcL noted that Gateway 1 closed on the 30th April 2019 and acknowledged the significant amount of work that has been progressed to meet this deadline, especially from the FNFM professional officers working with AElS and HSC trusts.

AMcL advised that NMC's Future Midwife consultation closes today, 9th May 2019. NIPEC held a consultation event on 17th April 2019 which will inform the response on behalf of CNO & NIPEC to NMC. Some operational issues were raised in the process which will also be collated and shared with CNO for consideration.

3. Previous Minutes

Minutes for the Working group meeting, held 11 April 2019 were agreed as accurate and final.

3.1. Update on Actions

Frances Cannon (FC) provided an update on actions from the last meeting (see appended Action Table).

Update from the NMC

SW advised that:

- Return to Practice Standards have been published which are on the NMC website. SW advised that the new process should provide flexibility for return to practice and be promoted to encourage people back to the profession.
- NMC is developing its future strategy and feedback is being sought to help shape this and can be submitted via NMC website or via cards.
- NMC will analyse and report on the midwifery consultation following its closure today

4. Programme Board Update

The last Board meeting was held on 30th April and was a very short meeting. AMcL advised updates from this meeting were:

- Results of GW1 could be known two weeks after GW1 closed and GW2 deadline may be mid-June.
- The next Board meeting will be a short meeting to facilitate a meeting to discuss the allocation of students
- IT representative is being sought from BSO via DoH to progress electronic PAD records

5. Future Midwife Implementation Meeting

FC sought agreement from the WG that the next meeting (11th June 2019) be allocated to a full day Midwifery Implementation meeting with midwifery representatives. This was agreed; updates on each FNFM workstream would be provided and a workshop held to consider if any translation was needed on the current FNFM work for midwifery. A midwifery reference group may be set up to enhance the FNFM materials produced specific to midwifery. Midwifery representation was currently present in each work stream and their contributions were noted. WG members were welcome to attend, however there was no expectation if midwifery was not relevant to the organisation represented.

6. Work Stream Updates

FC confirmed that each work stream is interlinking and co-producing work.

6.1. Curriculum Development

FC advised:

- All workshops completed across the fields of practice and NMP
- Current focus on Annex A - Defining therapies actually and what is required; NMC state that Annex A applies to all registered nurses, but the level of expertise and knowledge required will vary depending on the chosen field of practice
- Current workforce may require development/up-skilling to support students in relation to Annexes A and B – discussions are underway with CEC
- Not aware of any additional money currently available for organisations re upskilling of current workforce. If there is a need then there would need to be an argument presented to make a bid for funding.

6.2. Practice Assessment Document

NC advised:

- Draft NIPAD (adult) was developed January 2019 Draft PAD and Handbook submitted for GW1
- Current focus is on adopting the PAD to reflect the four fields of practice; this must be ready for GW3 and each FoP are progressing this with AEIs and HSC Trusts.
- Meeting being held with FoPs and NMC re Annexes on the 30th May
- Midwifery may go down the route of a National PAD, though this is not yet determined
- NMP may adopt the RPS Competency Framework as required by the NMC

6.3. Supervision & Assessment

KM and CMD advised:

- A draft NI Model for Student Supervision and Assessment has been developed and submitted for GW1
- NMP meetings have been attended
- Twitter Chat will be held on 25th July with a Supervision & Assessment theme
- Substantial work being prepared for GW2. Current focus includes further development of the roles, NI model, transitioning arrangements, various flow charts, preparation programmes and content
- Exploring possibility of hosting e-Learning preparation programmes on Leadership Centre platform. It could provide a range of supports, e-learning, monitoring etc. Discussions to be had with DoH re costing. (Yvonne Connolly shared that she is leading on an eLearning platform programme currently at specification development stage. This may be useful for advice/guidance and sharing lesson's learned)
- A meeting was held on the 7th May 2019 with AEI, HSC and DoH Representatives to review an options paper on practice supervisors who aren't on NMC Register. It was established the criteria should be:
 - Social Care worker with regulatory qualification
 - relevant experience
 - on NISCC register
 - willing to take on role
 - prepared
 - Education Audit – clear learning objective
 - name practice supervisors

SW advised that NMC are working on a paper and clarity will be provided on Practice Supervisors particularly, in relation to independent sector/primary care where there are no registrants to undertake this role. A piece of work was undertaken relating to all four countries and the NMC had spoken with Patricia Higgins (Social Care Council) regarding the principles of the standards - it could be argued that statutory health care workers are regulated and have a code to work towards. The key is whether they have the right knowledge and skills that the individual student requires.

JMCN noted, re transitioning, that midwifery may not be a position to transition at the same time as other FoP due the standards/consultation timeframes and mentor availability.

6.4. Practice Learning Environments

DG advised:

- Report from PP Task and finish group will be completed this week and sent to CNO for review/agreement
- Work is underway around PLE Audits, proposing these are undertaken every two years
- A regional electronic student feedback/evaluation
- A mapping meeting is being arranged on 3rd July 2019
- A meeting re the allocation of students is scheduled for 2nd July 2019 after a brief FNFM Board
- Work is underway to identify PLEs that have not been accessed previously, in HSC and Independent Sector
- NI Regional Education Practice Partnership Forum ToRs and remit are being reviewed and recommendations will be made to reflect FNFM requirements

6.5. Engagement and Communication

FC advised:

- Recent communique circulated on 1 May 2019
- Work is ongoing on the FNFM NIPEC webpage, FNFM Leaflets and materials
- Engagement events are being arranged with organisations (NI Hospice, RCN, Trusts, Independent sector)
- Road shows are now being organised for next spring – being held at CEC venues
- Planned engagement includes Pod casts and Twitter Chat for SA Work Stream
- CEC have included FNFM slides to raise awareness
- A5 leaflets and Tri-fold information leaflets developed FNFM website will be updated with more outcomes from work streams now that materials are coming together

WG members discussed options to explore hosting/presenting information in a more digitally advanced and interactive way. Prezi, an interactive presentation tool, used by some universities and students, which could possibly be utilised. AMcL also suggested that a ½ day meeting could be arranged with a placement student re digital marketing. The EC Work Stream to explore these further.

7. Organisational Updates

Only required by exception. FC not all reports had been submitted for the period January – March 2019. WG members requested that a reminder email be issued with the reporting template again. AMcL advised that the report for April – June was due to be submitted by 16 July Working group Meeting.

8. Risk Register/Issues

There were no additions to the risk register. The risk relating to not meeting GW1 deadline will be reduced now that the deadline had passed and information submitted. It will be retained as open on the register until outcome of GW1 is known.

8.0 AOB

AMcL advised that Transformation funding was not yet confirmed for 2019/20 however CNO confirmed an update was imminent.

No further business was raised.

10. Date of next meeting/s

- 11 June 2019 – arrangements in place for a full day midwifery implementation meeting
- 16 July 2019 11:00 – 13:00 in DoH D2 Room
- 15 Aug 2019 11:00 – 13:00 in DoH D2 Room
- 12 Sept 2019 11:00 – 13:00 in DoH D2 Room
- 15 Oct 2019 11:00 – 13:00 in DoH D2 Room
- 14 Nov 2019 11:00 – 13:00 in DoH D2 Room
- 17 Dec 2019 11:00 – 13:00 in DoH D2 Room

New Actions (11 April 2019)

Ref	Detail	Owner/s	Update	Status
AP31	Next FNFM WG Meeting to be an all-day Future Midwife Implementation Meeting.	FB and FC	N/A	Agreed
AP32	NMC to provide an update on the paper, once available, re clarity on Practice Supervisors particularly, in relation to independent sector/primary care where there are no registrants to undertake this role.	NMC		New
AP33	Engagement and Communication work stream to progress the possibility of connecting with a placement student re digital marketing and the use of Prezi/interactive digital mediums.	EC Work Stream		New
AP34	Organisation Reporting - WG members requested that a reminder email be issued with the reporting template again. AMcL advised that the report for April – June was due to be submitted by 16 July Working group Meeting.	All		New

AP35	The risk relating to not meeting GW1 deadline will be reduced now that the deadline had passed and information submitted. It will be retained as open on the register until outcome of GW1 is known.	FC		
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Actions in Progress

Ref	Detail/Update	Owner	Due	Status
AP1	<p>It was agreed to seek an update from the NMC review of post –registration NMC Programmes including specialist practice programmes - and if there was any indication of the likely outcomes of the review.</p> <p>Update - Status requested, NMC awaiting feedback/recommendation from Blake Stevenson review</p>			Ongoing

Actions Completed

Ref	Detail	Owner/s	Update	Status
AP24	Practice Placement Agreement is now in final draft. It was agreed that this circulated and then go to Programme Board with a view for this to be sent to Trusts and AElS for formal review and agreement after 30 April Board Meeting ACTION	FC	Shared at Programme Board	Completed

AP25	Four Countries meeting on 6th June – FC to Discussed FNFM Representation with CNO	FC/CNO	Reschedule for video conference 18 th July – Co-Chairs and POs attending by video	Completed
AP26	A query was raised from NI Hospices regarding updating policies to include student placements. FC to set up a phone meeting with Hillary Maguire to discuss. Action	FC	FC has had a conversation with Cindy Anderson Closed	Completed
AP27	Sue West (SW) advised that she would provide an email introduction between FC and Simon Cassidy (Wales project lead) who could share learning from Wales project. Action	SW	SW FC has had communication with Simon Cassidy	Completed
AP28	Digital Literacy paper to be shared with WG Members	FC	Shed with WG electronically and addition email to AEIs Completed	Completed
AP29	NIPEC to send reminder re NMC midwifery consultation and include clarity that it can be completed not only by midwives.	FC/FB	FC/FB Completed	Completed
AP19	A concern was also raised re the breadth of areas within independent sector and primary care, who need to be aware of policy changes in light of the new education standards and the need for policies to be revised (many independent policies do not reference students.) AEIs to write to all settings to highlight the above.	AEIs	FC had a discussion with Hospices and FNFM PO who will progress awareness with the Independent Sector	Completed