

Future Nurse/Future Midwife Working Group Meeting

10 January 2019 11:15am

Venue: D2 Conference Room Castle Buildings, Stormont Belfast

In Attendance

Heather Finlay	DOH (Co-Chair FNFM Working Group)
Frances Cannon	NIPEC
Yvonne Connolly	BHSCT
Dr Neal Cook	Ulster University
Dr Karen McCutcheon	Queens University
Dr Jenny McNeill	Queens University
Donna Gallagher	Open University
Allison Hume	NHSCT
Clare-Marie Dickson	SEHSCT
Brendan McGrath	WHST
Moira Mannion	BHSCT
Kathy Fodey	PHA
Kerrie McLarnon	NHSCT
Joanne Fitzsimons	SEHSCT
Lynn McKeown	BHSCT
Sharon Conlan	SHSCT
Carol McGinn	WHST
Fiona Bradley	CEC
Stephanie McDowell	FSHC
Breeda Henderson	Student (Adult Nursing)
Eilish Boyle	NIPEC

In Attendance via Teleconference

Prof Owen Barr	UU
Sue West	NMC (11:00 – 12:00)
Hilary Maguire	NI Hospice (11:00 12:30)

Apologies

Angela McLernon	NIPEC (Co-Chair FNFM Working Group)
Shona Hamilton	NHSCT
Lynn Woolsey	SHSCT
Rita Devlin	RCN Apologies
Ann Geraghty	FSHC (Stephanie McDowell attending on behalf)

1. Welcome & Apologies

Heather Finlay (HF) welcomed attendees and noted apologies as above.

2. Chairs Opening Remarks

HF advised there had been a lot of activity since the last meeting of the Working Group (WG) and details would be provided at the Work Stream updates

3. Previous Meeting

3.1. Matters Arising

There were no matters arising from the previous meeting, held 22nd November 2018, and the notes were agreed as accurate and final.

3.2. Update on Actions

Frances Cannon (FC) updated the WG members on actions arising from previous meetings. Details are recorded in the appended Actions Table.

4. Update from the NMC

Sue West (SW) provided an update on NMC related activity as follows:

- Information – NMC website has published Practice Assessor information and are compiling FAQs
- Events - NMC Webinar on 7th February in relation to Supervision and Assessment, it was agreed WB members will attend - to facilitate this QUB agreed to host the next meeting.
- The NMC are hosting FNFM four Countries meeting on 23rd January 2019
- In regards to SPCPHN and Specialist Practice programmes NMC are awaiting Blake Stevenson report – who are currently analysing feedback and communications will be sent thereafter
- Programme revalidation extensions – a blanket extension is being applied until 2019 and further extensions can be applied for thereafter through Mott McDonald
- Registrants must maintain CPD in area/s of practice and identify any needs via existing process for example revalidation, supervision, appraisals, shadowing.

6. Programme Board

FC advised that the Programme Board met on 6 December 2018 and the majority of updates related to work stream activity and the appointment of professional officers and Co-chairs.

7. Organisational Update

HF asked each of the organisations represented at the WG to provide an update to the other WG members. Most of the updates referenced local arrangements for ensuring FNFM is an agenda item at senior nursing management meetings within organisations and disseminating FNFM communications through relevant networks. It was also noted that it was increasingly difficult securing availability for senior representatives due to high volume of FNFM activity at present. The WG agreed that FNFM activity should be prioritised where possible.

8. Sub Group Updates

8.1. Curriculum Development

HF and FC reported workshops had taken place/were imminent with extant Fields of Practice expert reference groups (ERG's) in the spirit of co-design and co-production of the Curriculum to ensure curriculum content reflects transformation agenda in NI as follows:

- **Mental Health, 18th December 2018** - MH colleagues attended with AEIs and Rodney Morton presenting. Main theme of discussion was how current work force will be upskilled to ensure students are being supported in practice.
- **Children's Nursing** – Children's Nurses Network proposed date **14th January 2pm-4pm**
- **Learning Disabilities Nursing** - NI Collaborative **17th January**
- **Adult** – Group and Date TBC

A discussion around programme revalidation took place and it was agreed this should be placed on the risk register to be managed, noting the revalidation dates, and raised to the Programme Board. ACTION

8.2. Practice Assessment Document

Dr Neal Cook reported that just under 400 responded to the online survey, results were shared at the Stakeholder Workshop on 5th December (88 attendees) views and feedback sought on the day reflected survey feedback. A draft PAD was being developed and will be 'sense checked' with: AEI's on 18 January 2019, FNFM work stream Co-Chairs and Professional Officers on 28 January 2019 and with Mentors and Students on 20 February 2019.

The PAD has been developed to be flexible, and is designed in such a way as to fit across all pre and post registration programme and Midwifery. Each platform will list evidence/proficiencies, but will need to be fine-tuned over time also. A PAD student Handbook will be developed. It is anticipated that students will be included on the cover of the final document.

Dr Neal Cook advised that a number of engagement activities were planned with key stakeholders – students, mentors, FNFM professional officers, AEIs including midwifery to review the draft PAD over the coming weeks.

Finer detail regarding credits will be discussed with AEIs. Work across the UK is also being reviewed. A draft PAD update (information leaflet) has been developed – the WG agreed this should be centrally located and distributed with regular FNFM communications.

Some discussion took place regarding the work that will be required for Non-Medical Prescribing, Pre-registration, Specialist Practice and Return to Practice, but not all the information needed is available yet. Gateway one may need to be phased.

The WG praised the substantial work done to date and endorsed the next steps planned.

8.3. Supervision & Assessment

Clare Marie Dickson (CMD) reported that a number of planning meetings occurred in December and January in preparation for the Workshop to be held on 15 January (100 attendees expected). The workshop will run similar to the PAD workshop, and café style exercise will collect information on key areas to inform the next steps in Supervision and Assessment.

A discussion took place regarding producing an infographic on the role of an assessor, to help independent organisation understand this role and the commitment that it would entail. The WG agreed this could be helpful but it should not be provided just yet due to the work that is still underway with this work stream.

8.4. Practice Placements

Donna Gallagher (DG) reported that a workshop is planned on the 6th February 2019 with key stakeholders to explore how to maximise Practice Placements and planning for this will be finalised on 24th January 2019. Feedback from this workshop will be provided at the next Working Group meeting.

The WG discussed challenges relating to placements. The work across Trusts has built up placements but there are still some concerns about capacity, availability of mentors, as well as student flow. Flexibility is critical to enable students to get the best placements but sufficient exposure in a setting can impact on where a student chooses to work.

It was also noted that the Programme Board should review/agree transitioning arrangements.

FC noted that the AEIs, HSC and DOH tripartite Practice Learning level agreement is set to be reviewed; group nominations are currently being confirmed.

8.5. Engagement and Communication

Brendan McGrath (BMcG) advised that the second Co-Chair role, representing the independent sector, remained vacant. The first meeting was held on 3 December 2018, and work stream membership is now mostly established; nominations from AEIs are currently being sought.

The first FNFM communique was issued on 21 December 2018, and BM highlighted the importance of FNFM information/updates from work streams being circulated through the agreed channels and established stakeholder list.

Upcoming engagement events included the PAD Twitter chat on 24 January 2019, NIPEC conference on 6 March 2019 as well as local engagement within Trusts via Professional officers.

Kathy Fodey (KF) requested for a FNFM information penguin and flyer to be available for future promotional events.

9. Risk Register/Issues Log/s

The Group reviewed the open risks on the risk register, noting mitigating actions and downgrading some risks accordingly.

Through discussions at the meeting the following risks were agreed to be included on the register:

- Name specific programmes re revalidation times and put on risk register for monitoring.
- Add independent sector/no single point of contact/coordination
- Upskilling of current workforce and capacity to attend upskilling
- Midwifery – in the absence of information from NMC there is a risk
- Raise risk of transitioning and is this being considered as much as new students

10.AOB

No further business was raised.

11.Date of next meeting

7 February 2019, 11:00am Start at QUB

Date Minutes Finalised: 7 February 2019 FNFM Working Group Meeting

New Actions				
Ref	Detail	Owner/s	Due	Status
AP7	Communication and Engagement group to consider promotional materials (penguins, flyers etc)	EC Work Stream		New
AP8	Next working Group meeting to include NMC Webinar and QUB to host to facility IT access. Arrangements to be put in place.	QUB/FNFM Admin		New
AP9	<p>Risk Register additions:</p> <ul style="list-style-type: none"> • Name specific programmes re revalidation times and put on risk register for monitoring. Raise with Programme Board also. • Add independent sector/no single point of contact/coordination • upskilling of current workforce and capacity to attend upskilling • Midwifery – in the absence of information from NMC there is a risk • Raise risk of transitioning and is this being considered as much as new students 	Programme Lead/Programme Board		New
AP10	<p>Risk register Amendments:</p> <ul style="list-style-type: none"> • Downgrade R2 likelihood to 1 • R5 – can come down to 2 now that there's an agreed format • R7 – reword to introduce the risk as “culture change” may not occur 	Programme Lead		New

Actions in Progress

Ref	Detail/Update	Owner	Due	Status
AP1	It was agreed by WG members to seek an update from the NMC review of post –registration NMC Programmes - and if there was any indication of the likely outcomes of the review. Update - Status requested, however NMC awaiting feedback/recommendation from Blake Stevenson review			On-Going
AP4	The FNFM Professional Officers agreed to- in the context of the NMC requirements relating to Gateway 1 review policies in their respective organisation to ensure there are up to date			On-going
AP5	Raise at the PB the need to - Plan a refresh and update of the Practice Learning Agreements between the DoH the AEIs and HSC Trusts to help satisfy a number of the NMC Mott McDonald requirements for Gate way 1 Update – Nominations being arranged, and meeting being set up			On going

Actions Completed

Ref	Detail/Update	Owner	Due	Status
AP2	Advice and a steer is required from the PB re engagement /invitation of other registered health care professionals to the Supervision and Assessment Workshop			Completed
AP3	Advice and a steer is required from the PB re engagement /invitation of other registered health care professionals to the Practice Placement Workshop			Completed
AP6	It was agreed that Gateway 1 Timelines should be recorded on the risk register as well as any unknown costs implications of the implementation of the new standards.			Completed

