

**Future Nurse Future Midwife Working Group
 Meeting
 Wednesday 11 April 2019, 11:00 – 13:00**

Venue: The Mac Suite, The Pavilion

Minutes

In Attendance

Angela McLernon	NIPEC
Breeda Henderson	Student (Adult Nursing)
Carol McGinn	WHST
Donna Gallagher	Open University
Dr Jenny McNeill	Queens University
Eilish Boyle	NIPEC
Fiona Bradley	NIPEC
Frances Cannon	NIPEC
Heather Finlay	DOH
Joanne Fitzsimons	SEHST
Kerrie McLarnon	NHST
Lynn McKeown	BHST
Lynn Woolsey	SHST
Prof Owen Barr	Ulster University
Paul Canning	CEC
Rita Devlin	RCN
Sharon Conlan	SHST
Rhonda Brown	BHST
Sinead Deane	Student (Children's Nursing)
Clare-Marie Dickson	SEHST
Tracie Flemming	NHST
Shona Hamilton	NHST
Sue West	NMC
Cindy Anderson	Hospices (NI Hospice)
Hilary Maguire	Hospices (NI Hospice)
Yvonne Connolly	BHST
Patrick Gallagher	DoH
Caroline Lecky	NIPEC
Caroline Diamond	NHST

Apologies

Moira Mannion	BHST
Elish MacDougal	BHST
Cindy Anderson	NI Hospice
Peter Barbour	DOH
Kathy Fodey	PHA
Dr Karen McCutcheon	Queens University
Dr Neal Cook	Ulster University
Ann Geraghty	FSHC
Stephanie McDowell	FSHC
Bernadette Gribben	NIPEC
Brendan McGrath	WHST

1. Welcome & Apologies

Heather Finlay (HF) welcomed attendees, introductions were made and apologies noted as above.

2. Chairs Opening Remarks

HF noted new membership to the Working Group: Paul Canning (CEC), Rhonda Brown (BHSCT), Patrick Gallagher (DoH) and Fiona Bradley (NIPEC). Bernadette Gribben (NIPEC) will also be working with Kathy Fodey (PHA) to assist with Independent and Primary Care until a Professional Officer is appointed. Lynn McKeown is retiring and Lynn Woolsey will be taking on a new role and the Co-Chair role for Practice Placement work stream will be taken on by Sharon McRoberts (SEHSCT).

HF also acknowledged the amount of work undertaken to prepare for Gateway One and the work that was currently being scheduled to prepare for Gateway Two.

Frances Cannon (FC) shared an update from the monthly Four Countries Meeting and an overview of the key learning from a NMC Approval Visit to Sheffield Hallam University in England and feedback coming from Scotland. A face to face meeting is scheduled for 6th June 2019 and attendees are to be confirmed. FC to discuss FNFM Representation with CNO. **Action.** 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**

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.**

3. Previous Minutes

Minutes for the Working group meeting, held 13 March 2019 were agreed as accurate and final.

3.1. Update on Actions

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

4. NMC Update

Sue West provided an overview of these slides, which were shared with the Working Group directly after the meeting.



NIPEC WGM update
RTP slides.ppt

Return to practice standards have been approved and will be published in May.

5. Programme Board Update

The programme Board had not met since the last Working Group meeting.

6. Organisational Updates

Organisational updates will be provided in written format quarterly. Information will only be noted at the Working Group meeting by exception. There were no updates that required noting.

7. Work Stream Updates

7.1. Curriculum Development

FC provided an update:

- Workshops are now all completed across the four Fields of Practice; main themes emerging are more work around Annex A and upskilling the current work force. Further meetings are being scheduled to look at these areas.
- NMP events at AElS have been attended by FNFM representatives – consideration is being given to merging NMP (UU and QUB) with PAD.

7.2. Practice Assessment Document

Lynn McKeown (LMcK) provided an update:

- work underway on PADs – the adult one is the most developed and is being used by the other fields of practice to adapt it.
- Draft Adult Pad has been uploaded as evidence for Gateway One.

FC sought clarification that PADs for each field or practice do not need to be ready until GW3 – SW confirmed this was correct.

7.3. Supervision & Assessment

Clare Marie Dickson (CMD) provided an update:

- An options paper went to programme Board on 28 February 2019 around placements, Register and the independent sector.
- An overview of the model and roles was provided, noting some differences in Non-Medical Prescribing.
- It was determined that the Register will be an assessor database.
- Training is being developed to ensure that people will be equipped with training to align with supervision and assessment roles.

7.4. Practice Placement

Lynn Woolsey provided an update:

- Workshops and follow up meetings all held to establish PLEs and classifications and now need employers to review and contribute.
- Student allocations – meeting is being set up with AElS and Trusts.
- Mapping meeting will be set up.
- Audit work is ongoing; timeframe for audit may be three years, but not yet finalised.
- Student evaluation – QUB and UU will host it on inPlace, and OU on a separate platform.
- LW to look at HSC Job Descriptions and bands and raise at the regional HR forum for FNFM to come up with collective elements to be included in job descriptions
- Digital literacy paper is available and will be shared following the meeting **Action**.

7.5. Engagement and Communication

FC provided an update:

- Work ongoing throughout Trusts and the Independent sector is being focused due to interim professional officer.
- Penguins and Leaflets still with publishers finalising design.
- A record of events is in place to capture engagement in AElS.
- Work completed to make FNFM website more accessible in NIPEC webpage, also included in each CEC slide delivered, on weekly update from John Knape, on SCAN, and another twitter chat being scheduled.
- Developing another information leaflet on what the model may look like.

8.0 Risk Register/Issues

There were no additions or changes to the risk register.

9.0 AOB

Midwifery Consultation – SW advised that NMC feedback will be summarised once the consultation is completed following 9th May and encouraged people to individually complete the consultation - there are four versions of the consultation to be completed depending on your role.

A query was raised from NI Hospices regarding updating policies to include student placement. FC to set up a phone meeting with Hillary Maguire to discuss. **Action**

10. Date of next meeting/s

9th May 2019 11:00 – 13:00 Venue: The Pavilion due to no rooms in DOH.

11 June 2019 11:00 – 13:00 in DoH D2 Room

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	Due	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	30/4/19	New
AP25	Four Countries meeting on 6th June – FC to Discussed FNFM Representation with CNO	FC/CNO		New
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		New
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		New
AP28	Digital Literacy paper to be shared with WG Members	FC		New
AP29	NIPEC to send reminder re NMC midwifery consultation and include clarity that it can be completed not only by midwives.	FC/FB	9/5/2019	New

Actions in Progress

Ref	Detail/Update	Owner	Due	Status
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.) AEl's to write to all settings to highlight the above.	AEl's		Ongoing
AP1	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. Update - Status requested, NMC awaiting feedback/recommendation from Blake Stevenson review			Ongoing

Actions Completed

Ref	Detail/Update	Owner	Due	Status
AP17	Hilary Maguire and FC to liaise to discuss an event for Hospices in NI. Update - 14 June 2019 Confirmed	HM		Complete
AP18	PO's to review and highlight/escalate with Trusts the policies which need to be revised and work with EDoNs within own Trusts.	PO's		Completed
AP20	Organisation Update for working group template to be updated and circulated, with frequency required detailed. Update - Circulated and agree for quarterly completion	FC		Complete
AP23	FC to circulate dates for midwifery events (regional)	FC		Completed