

Future Nurse/Future Midwife Working Group Meeting

22nd November 2018 - 11.00 am

Venue: C3.18, Castle Buildings, Stormont, Belfast BT4 3SQ

In Attendance

Heather Finlay, Co-Chair, DOH
Peter Barbour, DOH
Angela McLernon, Co-Chair, NIPEC
Frances Cannon, Programme Lead, NIPEC
Yvonne Connolly, BHSCT
Elish MacDougall, BHSCT
Allison Hume, NHSCT
Tracie Fleming, NHSCT
Clare-Marie Dickson, SEHSCT
Lynn Woolsey, SHSCT
Fiona Devlin, RCN
Hilary Maguire, NI Hospice

Dr Jenny McNeill, QUB
Dr Karen McCutcheon, QUB
Dr Neal Cook, UU
Professor Owen Barr, UU
Breeda Henderson, UU
Lynn McKeown, BHSCT
Kerri McClarnon, NHSCT
Joanne Fitzsimons, SEHSCT
Sharon Conlon, SHSCT
Carol McGinn, WHSCT
Stephanie McDowell, FSHC
Sinead Deane, QUB

Apologies

Moira Mannion (Elish McDougal attending on behalf of)
Kathy Fodey, PHA
Sue West, NMC
Brendan McGrath, WHSCT
Fiona Bradley, CEC
Shona Hamilton RCM
Ann Geraghty (Stephanie McDowell attending on behalf of)
Donna Gallagher, OU

1. Introductions & Apologies

Introductions & apologies for absence were noted as above. Heather welcomed the new FNFM Professional Officers – including Sharon Conlon SHSCT, Carol McGinn WHSCT, Joanne Fitzsimons SEHSCT, Kerrie McLarnon NHSCT and Lynne McKeown BHSCT.

Heather advised that the Working Group have requested an RCM representative to join the WG Shona Hamilton NHSCT has been nominated & will be joining the Working Group (WG) – she was unable to be here today.

2. Chairs Opening Remarks

Heather reported that there has been a lot of activity since the last meeting (22 October 2018). Five of the six professional Officers have been appointed. Frances provided an update as follows:

- Professional Officers have been aligned to specific work streams – but will work across all the work streams.
 - SHSCT – Sharon Conlan - Practice Placements.
 - WHSCT - Carol McGinn – Engagement and Communication.
 - SEHCT - Joanne Fitzsimmons – Supervision and Assessment (S&A)
 - NHSCT- Kerrie McLarnon Curriculum Planning.
 - BHSCT – Lynn McKeown (commences 1st December) Practice Assessment Document (PAD)
- PHA interviewed for PO 19th November 2018.
- The Band 4 Administration Support Officer starts 26th November.
- Frances has coordinated an induction for the FNFM Professional Offices - in NIPEC 15 & 16th November 2018.
- A number of workshops meetings and activities have been organised since the last meeting and we will get an update from each of the work stream Chairs later.
- Frances reported that the work streams co-Chairs met before the Working Group meeting
- To ensure cohesiveness and a shared understanding of the work streams.

Heather reported that there was a new agenda item: NMC Gateway 1 expectations, and will be recorded under AOB. It was felt it would be useful to have Professor Owen Barr in his capacity as an NMC Reviewer to provide an update to the WG Members regarding the expectations of the NMC at Gateway 1. Details of Mott McDonald QA requirements can be accessed at <http://www.nmc.mottmac.com/Programme-Providers/Approvals>

3. Note of Previous Meeting

The notes of previous meeting held 22nd October 2018 were agreed as accurate.

4. Matters Arising

Frances updated the WG members in relation to the actions arising from the last meeting or open from previous meetings.

5. Update from the NMC

Frances reported that Sue West was unable to attend from the NMC, however a written update was provided as follows, via Frances. There is very little to add to the detail last month, just awareness of the following points:

- Further supporting information is due to be published early next month on the two assessor roles, followed by a webinar (date TBC).
- Midwifery is on track to go to Council next week seeking approval to go out to consultation in February.
- The Return to Practice (RTP) consultation is now closed with a very good response, data is now being analysed.
- The NMC is planning communications for the withdrawal of the standards for medicines management.

Frances advised that Sue had asked if there are questions or actions, to let her know. She intends to be at the PAD and S&A workshops.

6. Programme Board

This is a Standing Agenda item, however Heather reported the Programme Board has not met since the Working group last met. The Programme Board is due to meet in December.

7. Organisational Update

Heather asked each of the organisations represented at the WG to provide an update to the other WG members. Most of the updates referenced the appointment of the PO /local considerations of establishing FNFM implementation groups/ and local arrangements for ensuring FNFM is an agenda item at senior nursing management meetings within organisations.

8. Sub Group Updates

8.1. Curriculum Development

Frances reported that plans are being made to facilitate workshops 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:

- **Children's Nursing** – Children's Nurses Network proposed date **14th January 2pm-4pm**
- **Learning Disabilities Nursing** - NI Collaborative **17th January**
- **Mental Health** – aligned to outputs from the DOH Mental Health Nursing Review – workshop with AEIs & Professional Leads **18th December 2018**
- **Adult** – Group and Date TBC

8.2. Practice Assessment Document

Dr Neal Cook reported that a Stakeholder Workshop was planned for the 5th December 9.30 – 3pm in Mossley Mill with 100 colleagues invited across the system – A Survey is currently out with to gain stakeholders views re various aspects of the PAD. The closing date for Survey is the 30th November. The purpose of the initial work shop is to inform the development of a PAD Framework.

Neal reported that a group will be established to populate the curriculum content i.e. the Learning Outcomes into the PAD. Frances updated the WG members regarding NIPEC's Capital Business Planning to support development of electronic PAD.

8.3. Supervision & Assessment

Clare Marie Dickson (S&A Co-Chair) reported that an S&A workshop is planned for the 15th January in the Pavilion, Castle View Suite. A planning meeting is organized for the 11th December in Clady to explore models. Membership reflects the REPPF Group.

Discussion: There was conversations regarding other registered health care professionals being involved in the Supervision of students and if there was value in inviting representatives

to the workshops – there was two differing views in relation to this i.e. the need to agree the model before discussion with other professions vs involving other professionals from the outset in agreeing the model. It was agreed this needed to be raised at the PB for their steer particularly in the context of the imminent Supervision and Assessment and Practice Placement workshops.

8.4. Practice Placements

Lynn Woolsey reported that the current Doha Task and Finish Practice Placement Group is due to report by Jan 2019. Under the chairmanship of Lynn and Donna Gallagher (Donna is chair of the current T&F group) in the context of the new standards it is planned to host a workshop on the 6th February in the Pavilion – in the Large Mac – with key stakeholders to explore how to maximise Practice Placements. This will include HR representation. There is a planning meeting for the workshop on the 24th Jan 2019.

8.5. Engagement and Communication

Brendan McGrath is chairing this work stream – Frances reported we are awaiting a nomination from Carol Cousins as to who will Co-Chair this group from the Independent Sector. The first meeting of the E&C group is the 4th December in NIPEC and will included the six FNFM Professional Officers and a representative from PCC. The NIPEC FNFM webpage has gone live this week with base information which will be built upon. There is a plan for communication using e-zine, Newsletters, roadshows, podcasts and links with other organisations. It is anticipated E&C will happen in two phases. Phase 1 – FNFM and the changes that are coming; Phase 2 – preparation programme etc. (based on model agreed in NI).

The 1st FNFM Twitter Chat 24th January 7-8pm and the Topic is about the PAD.

Frances highlighted that the Programme Board wish to see the finalised TORs for each of the work streams at the next PB meeting on the 6th December 2018 and also need the anticipated timelines.

9. Risk Register/Issues Log/s

It was agreed that Gateway 1 associated Timelines should be recorded on the register as well as the any unknown cost implications of the implementation of the new standards.

10.AOB

Gateway presentation – Professor Owen Barr provided a presentation on the NMC Mott McDonald Gateway requirements and anticipated time lines.



O Barr Presentation
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Discussion – Gateway 1 requirements need to be completed, available and uploaded at the end of April – however with Easter– in reality this will be mid-April. There was discussion regards the policies and templates required – and the work the HSCT Trusts and Practice Placement partners need to have progressed in preparation for Gateway 1. Owen highlighted that the Practice Learning Agreements between the DoH, AElS and HSC Trusts needs refreshed and could/should be updated to address and satisfy a number of NMC Mott McDonald requirements for Gateway 1.

11.Date of next meeting

10th January 2019 @ 11am

Date Minutes Finalised: 10 January 2019

New Actions

Ref	Detail	Owner/s	Due	Status
AP1	It was agreed by WG members to seek an update regarding NMC review of post – registration NMC Programmes - and if there was any indication of the likely outcomes of the review.			
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			
AP3	Advice and a steer is required from the PB re engagement /invitation of other registered health care professionals to the Practice Placement Workshop			
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			
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			

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.			
Actions in Progress				
Ref	Detail/Update	Owner	Due	Status
N/A				
Actions Completed				
Ref	Detail/Update	Owner	Due	Status
	NA			