



Recording Care: Evidencing Safe and Effective Care

**NIPEC Offices, Belfast.
16th January 2012, 14:30 – 16:30 hrs.**

AGENDA

1. Welcome and apologies
2. Terms of Reference and Membership
3. Progress on Document
4. Implementation Plan
5. Training for Professional Officers
6. Development of a Regional Policy Document for Nurse Record Keeping
7. Evaluation Tools
8. Next Steps
9. Any Other Business
10. Dates and times of meeting schedule to be agreed.

***Could members please ensure they have 2012 diaries with them to enable new dates for the incoming year to be agreed.**