

**Regional Collaborative for NI Action Plan:
Strengthening the Commitment for Learning Disability Nursing**

**Meeting 3rd July 2019 @ 2pm
Room 2F06 Ulster University, Jordanstown Campus, Shore Road,
Newtownabbey BT37 OQB**

Action Notes of Meeting

Attendance

Owen Barr, Ulster University, Ulster University – Co Chair	(OB)
Eileen McEaney, Northern Health & Social Care Trust – Co Chair	(EMcE)
Eilish Boyle, Project Officer, NIPEC	(EB)
Lorraine Clarke, Western Health & Social Care Trust	(LC)
Glenda Frazer, Western Health & Social Care Trust	(GF)
Rosaline Kelly, Royal College of Nursing	(RK)
Damian McAleer, Clinical Education Centre	(CMcA)
Deirdre McNamee, Public Health Agency	(DMcN)
Susan Maxwell, Northern Health & Social Care Trust	(SM)
Siobhan Rogan, Southern Health & Social Care Trust	(SR)
Barbara Tate, South Eastern Health & Social Care Trust	(BT)
Claire McGrillen, Student Learning Disability Nurse	

Apologies

Frances Cannon, Senior Professional Officer, NIPEC
Jacqueline Boyd, Western Health & Social Care Trust
Judy Brown, FSHC Independent Sector representative
Breige Connery, Belfast Health & Social Care Trust
Maurice Devine, Open University
Lynne Marsh, Queens University Belfast
Donna Morgan, Northern Health & Social Care Trust
Wendy McGregor, Regulation and Quality Improvement Authority
Ailish McMeel, Belfast Health & Social Care Trust, *Post Reg Student rep*
Sharon McRoberts, South Eastern Health & Social Care Trust
Briege Quinn, Public Health Agency
Sarah Russell, Student Nurse, Queens University Belfast
Laurence Taggart, Ulster University
Lynn Woolsey, Assistant Director, Acute Mental Health and Learning Disability SHSCT.

<p>1.</p>	<p>Welcome and Introduction</p> <p>Owen Barr (OB) noted apologies from Jacqueline Boyd, Judy Brown, Frances Cannon, Lynne Marsh, Donna Morgan, Wendy McGregor, Briege Quinn, Sarah Russell and Lynn Woolsey.</p> <p>OB welcomed Claire McGrillen a Student Nurse in Learning Disability and Susan Maxwell from the Northern Health & Social Care Trust to the meeting. Susan is attending the meeting on behalf of Donna Morgan.</p> <p>OB informed members that Breige Quinn is an apology for today's meeting and Deirdre McNamee (DMcN) will be speaking to item 10 on today's agenda.</p> <p>Membership: OB advised members that Maurice Devine (MD) who had been a previous member of the Collaborative in his role with the Clinical Education Centre has now joined the Collaborative representing the Open University. Unfortunately (MD) is unable to attend today's meetings and has sent his apologies.</p> <p>Lynn Woolsey (LW), Assistant Director, Acute Mental Health and Learning Disability will be joining the Collaborative representing the Southern Health & Social Care Trust. Unfortunately LW is unable to attend today's meeting and sends her apologies</p> <p>OB advised members that Siobhan Rogan (SR) is on secondment from the Southern Health & Social Care Trust to the Department of Health 3 days per week. SR's seconded post is Nursing Lead for Transformation, Nursing, Midwifery and AHP Directorate. SR will continue to attend the Collaborative meetings representing the DoH.</p> <p>OB informed members that as Paul Mills has retired, the Collaborative will seek a RNLN from Adult Services - South Eastern Health and Social Care Trust to join the Collaborative.</p> <p><u>AP: 41</u> NIPEC to write to the EDoN SEHSCT on behalf of the Collaborative Co-Chairs to invite a RNLN from Adult Services to join the Collaborative.</p>
<p>2.</p>	<p>Agree action notes of previous meeting</p> <p>The draft action notes of the previous meeting held on the 11th April 2019 were agreed as accurate.</p> <p>Members noted that the action notes of the meeting held on 17th January 2019 had been amended to reflect the attendance of Professor Michael Brown, QUB</p>
<p>3.</p>	<p>NI Action Plan Update</p> <p>OB acknowledged the concerns regarding the number of Collaborative events which were held in May, two regional Action Plan Workshops and a FNFM LD PAD meeting. However, OB was happy to report that all events had taken place with good attendance.</p> <p>OB provided feedback from the two NI Action Plan Workshops held on the 3rd and 23rd May 2019.</p>

The workshops took place to address the NI Collaborative Action Plan priorities for 2018-19 which focused on the Theme: Strengthening Capability and specifically

- “that there will be a targeted drive to ensure that Registered Nurses (Learning Disabilities) are adequately prepared, equipped and supported in the management of violence and aggression and current risk assessment and management processes,”
- “to ensure effective responses to safeguarding incidents children and adults.”

Workshop One

The first workshop was held on the 3rd May in The Old School Canteen, Main Building, Tyrone and Fermanagh Hospital, Omagh and focused on practitioners in learning disabilities services sharing a variety of practice related case presentations relating to the nursing and interdisciplinary care and management of people who required specific interventions due to behaviours which were assessed as being challenging.

There was a great response to this event with very relevant and challenging topics being presented, a total of 35 people attended.

The workshop was facilitated by Professor Owen Barr, with Lorraine Clarke (LC), Glenda Frazer (GF) and Jacqui Boyd (JB), WHSCT. Eileen McEneaney, Executive Director of Nursing and User Experience, NHSCT opened the workshop and encouraged participants to reflect on how they connected to the work of the NI Collaborative.

LC invited participants to collectively formulate a workshop safety agreement to help facilitate the day's discussions and reflections. A claims concerns and issues exercise followed which helped explore participant's views on good practice initiatives and challenges in providing a person centred service for people and their carers when managing risks and behaviours which challenge.

Case presentations and reflections were presented by RNLD's and Social Care staff from across the region. Barry Davey (BD) and Robin Stewart (RS), SEHSCT, discussed challenges relating to the assessment and management of risks regarding the self-injurious behaviour of a young people along with the need to support their family carers and members of the interdisciplinary team.

Ailish McMeel (AMcM), BHSCT and representing the RCN Learning Disability Nurses Network presented a unique case study where nursing staff were not witness to the person's challenging behaviour and how this situation affected good interdisciplinary working.

Lorraine Feeney (LF), WHSCT presented on the use of a red flag flowchart in supporting people who are experiencing behavioural distress in an inpatient setting. This work was also presented by LC as part of her nomination for Nurse of the Year Award 2019.

Rosemary Wray (RW) NHSCT a service manager in a supported living unit presented on their risk assessment and management processes for two people with complex needs relating to drugs and alcohol, forensics, personality disorder and self-injurious behaviour. RW attributed the continued wellness of one resident to staff receiving the right training, taking positive risks and facilitating the resident's support networks. However RW was realistic in her challenge to participants stating that in some

circumstances risk behaviours do continue and residential placements can and do break down.

Lisa Harris (LH) and Ronan McLaughlin (RMcL) WHSCT presented a case history detailing the care and treatment of a young person with complex learning disabilities, extensive physical health problems with violent aggressive behaviour towards themselves and carers. Interventions carried out by the interdisciplinary team through a holistic assessment resulted in a management plan that focused on the child's physical triggers, the need for effective communication across services and the promotion of staff training and support.

Following the presentations and round table discussions participants were invited to deliver one message regarding their learning and/or reflection on the day and devise personal objectives and identified actions to be implemented locally in practice.

OB closed the workshop and warmly thanked presenters, facilitators and participants for a challenging but worthwhile event.

Workshop 2

The second workshop was held on the 23rd May in the Innovation Factory, Belfast and was attended by 25 people from across hospital and community services. The workshop was facilitated by Barry Davey (BD) and Paula McIlwaine (PMcI), from the SEHSCT.

The purpose of this workshop was to create a learning opportunity around the roles and responsibilities of RNLD in the context of safeguarding. The workshop was opened by Professor Owen Barr and participants were invited by PMcI to contribute to a Value Clarification Exercise exploring their values and beliefs on safeguarding processes.

Kelley Donnelly (KD) SHSCT, Safeguarding Children's Nurse Specialist in the SHSCT provided an overview of her role. This was followed by group work where participants were invited to consider how they would manage and respond to two safeguarding cases relating to children with learning disabilities.

Ray McCafferty (RMcC) a RNLD and an Adult Safeguarding Nurse Specialist in the NHSCT outlined his role and like KD invited participants to contribute to discussions on a case presentation relating to an adult with learning disabilities and their family carer. Damian McAleer (DMcA), Nurse Education Consultant, CEC, concluded the presentations by providing an overview of a QI project exploring nurses uptake of the Northern Ireland Adult Safeguarding Partnership NIASP's Level 3 training.

Professor Owen Barr drew the workshop to a close and acknowledged the enthusiasm, passion and participation of all attendees he finally asked participants to pen a reflective note to themselves detailing how they will take their learning regarding safeguarding forward in practice. These self-addressed notes will be posted back to participants in November 2019.

OB advised members that the presentations and a photo gallery of both workshops can be accessed via the NIPEC Web Page.

OB advised that feedback from the events had included the following:

- networking opportunities

- learning from each other
- hearing different perspectives
- informative and thought provoking
- putting theory into practice
- learning about the roles of safeguarding nurses
- we need to wake up

EMcE acknowledged how well the two workshops had been received and had been overwhelmed from the feedback received from attendees. EMcE also acknowledged the brilliant contribution from all the presenters, facilitators and thanked Eilish Boyle (EB) for the organisation of the events. EMcE commented that the workshops had showcased the excellent work being done in the Trusts and acknowledged the recent winners of the LD RCN Nurse of the Year Awards and congratulated Lorraine Feeney as runner up.

Members agreed that topics of the workshops were very relevant and it was beneficial that RNLD's were able to hear from the presenters on how their skills can be used and developed. A report on the workshops is currently being prepared and will be available on the NIPEC web site.

Members discussed how best to disseminate and share the good practice highlighted in the workshops and the RNLD Forums. It was agreed that the Collaborative Terms of Reference (ToR) should be reviewed to ensure that key messages relating to learning and best practice get to the key people in practice.

AP: 42

Review NI Collaborative Terms of Reference - copies to be sent to members and ask for comments for next meeting in October

There was discussion relating to the Independent Sector's representation on the Collaborative and it was suggested that a further nomination should be requested from the IHCP.

AP: 43

NIPEC to write to the IHCP on behalf of the Collaborative Co-Chairs to invite a RNLD from the IHCP to join the Collaborative.

4. Update on DoH Meeting

Members were informed that EMcE, OB, Frances Cannon (FC) and EB attended a meeting with Rodney Morton (RM), DoH on 30th May 2019. OB advised that RM acknowledged the importance of the Collaborative as the DoH moves forward with a number of regional learning disability initiatives and developments.

Members discussed the reduced numbers of RNLD's undertaking CPD courses and the possible reasons for this limited uptake. There was discussion relating to the HSC Trust's competing priorities which included the commissioning of learning disabilities post registration courses. It was agreed that further discussion was required regarding RNLD's CPD opportunities either through the NI Collaborative meetings or as a separate task and finish group.

AP: 44

CPD Planning to be a Collaborative agenda item - on the need for the NI Collaborative to influence the next round of commissioning

	<p><u>AP: 45</u> SR, OB, EMcE, EB and FC to meet and discuss how the NI Collaborative might respond to commissioning in response to the review of LD Nursing</p> <p><u>AP: 46</u> NIPEC to forward the poster/diagram and link to DoH web page regarding the Education Commissioning Cycle to Collaborative members.</p>
5.	<p>Update – NIPEC/RCN RNLD Professional Forum</p> <p>RK reported that the RNLD Forum on the topic of Dysphagia was held prior today's Collaborative meeting with n=41 attendees. A presentation on Dysphagia and table top exercise was facilitated by Angela Crocker, AC Lead Clinical Speech and Language Therapist, BHSC with the regional Thematic Review on choking presented by Deirdre McNamee (DMcN). Members noted previous attendances at the PDF had between 40-60 people depending on the location and topic, however the time of year was seen as a major factor for the lower numbers at today's PDF.</p> <p>RK highlighted the continued request from the Collaborative to encourage RNLD's to present and facilitate the PDF programme.</p> <p>A List of Practice and Education Topics/Clinical Topics taken from the recent PDF Evaluation Report was circulated. It was agreed that some of the topics were similar and overlapped and that a discussion was needed relating to the agenda of future Forum topics. It was also suggested that the length of the PDF sessions could be reviewed moving forward into 2020. It was suggested that two hours was limiting the time for discussion, debate and reflection. RK advised that she would be meeting with DM, OB, and EB to plan for the RNLD Forum on the 13th November and discuss further dates, topics and the length of future RNLD Forums.</p> <p>Members noted that the next RNLD Forum would be held on the 13th November 2019 in the Tyrone and Fermanagh Hospital, Omagh and the topic would be Future Nurse Future Midwife. An invitation would also be forwarded to the LD Nurse of the Year Winners to attend the PDF to show case their work. Further information to follow.</p> <p><u>AP: 47</u> PDF planning meeting to be arranged with RK, DM, OB and EB to discuss the proposal to hold the RCN/NIPEC PDF twice per year as opposed to the planned 3 per year but increase the length of the programme.</p> <p><u>AP: 48</u> Invite LD Nurse of the Year winners to next NIPEC/RCN Learning Disabilities PDF in November and request they also focus on the how RNLDs can showcase their work and guide others as to how their work could be taken forward across services for people with learning disabilities.</p>
6.	<p>LIDNAN</p> <p>Update deferred to next meeting as Lynne Marsh (LM) was an apology for today's meeting.</p>
7.	<p>Update Future Nurse Future Midwife Learning Disability PAD</p> <p>As LM was an apology at today's meeting OB provided an overview. Currently the</p>

	<p>FNFM NI PAD Learning Disability remains in draft until the document is required to be uploaded as part of the criteria for Gateway 2.</p> <p><u>AP: 49</u> NI PAD LD to be circulated to The Collaborative members following finalisation of the current version.</p>
<p>8.</p>	<p>100 Years of Learning Disabilities Nursing. The Unique Contribution</p> <p>EB spoke to members regarding the Collaborative marking the “100 Years of Learning Disability Nursing”. It was felt that the best opportunity for the Collaborative to do this would be at the next Collaborative meeting.</p> <p>Barbara Tate (BT) from SEHSCT will also share the Trusts recognition of this milestone at the next Collaborative meeting.</p> <p><u>AP :50</u> To have a social media posting and birthday cake at next NI Collaborative meeting to celebrate 100 years of LD Nursing.</p> <p><u>AP:51</u> BT from SEHSCT to share with the Collaborative the Trusts recognition of the milestone of 100 years of Learning Disability Nursing.</p>
<p>9.</p>	<p>Professional Senate update</p> <p>Siobhan Rogan (SR) advised members that the Professional Senate meets 4 times a year with representation from England, Scotland, Wales and Northern Ireland. SR advised there was a clear message that the RNLD role is valued.</p> <p>SR also advised members about the current Consultation on Trauma Network and urged staff from services for people with learning disability to respond.</p> <p><u>AP:52</u> NIPEC to circulate information on the consultation on the Trauma Network</p>
<p>10.</p>	<p>PHA Transformation Project</p> <p>Deirdre McNamee (DMcN) provided an update on behalf of Briege Quinn.</p> <p>Members noted that this was a major review of the LD Service Model. Meetings had been held across the HSC Trusts with a good response. A report is due in August 2019.</p> <p>DMcN asked members to encourage attendance at all events. Regional Event to be held September 2019.</p> <p>Members noted that each Trust has appointed a lead person to take forward this work.</p> <p>There are six themes of the Review;</p> <ul style="list-style-type: none"> • Transitions • Supporting families and service users • Accommodation • Health and wellbeing

	<ul style="list-style-type: none"> • Assessment and treatment. • Meaning lives and citizenship <p><u>AP: 53</u> Advertise the RCN event on the Review of Learning Disability Service Model on the 9th August 2019.</p> <p><u>AP: 54</u> Confirm the details of the regional event to be held in September regarding the Review of the Learning Disabilities Service Model</p> <p>DMcN advised that Phase 2 of the evaluation of the HSC Hospital Passport is ongoing with Ulster University (UU) and Queens University Belfast (QUB). Project Lead is Lynne Marsh (LM), QUB. LM is in the process of setting up meetings.</p> <p><u>AP: 55</u> Request an update on the review on the evaluation of the HSC Hospital Passport and access to health care project.</p> <p>There was discussion around the use of ECHO Training for Positive Behaviour Support (PBS) and this is being considered as part of the next Education Commissioning Cycle. The PBS Course averages 3 sessions and can accommodate n=25 people at each session. The first Echo Training session on PBS is currently not viable due to low numbers. It was acknowledged the Echo Training system was a good technical idea in Acute Services. https://echonorthernireland.co.uk/echo-networks/echo-calendar/</p> <p><u>AP: 56</u> NIPEC to request information from SR regarding the use of the ECHO System and how many people have used it.</p>
11.	<p>Review of Learning Disabilities Nursing</p> <p>SR provided an update on the Review. The Terms of Reference are being drawn up and will be shared. Review is on the service module for future care and is taking into account the recommendations from Muckamore. Timescale for the review is 1 year.</p> <p><u>AP: 57</u> Request for Terms of Reference for the Review of The Service Model to be circulated.</p>
12.	<p>Recording Care Project</p> <p>EB advised members that Gillian McKee (GMcK), Professional Officer, NIPEC is the lead for this Project and EB will be attending on behalf of the Collaborative.</p> <p>EB provided an overview of the Task and Finish Group's first meeting held on the 4th June 2019.</p> <p>Following discussions at today's meeting, members agreed that EB should advise the Task and Finish Group that the Collaborative would review the amendments to the Recording Care document upon their request.</p> <p><u>AP: 58</u> EB to feedback this update to GMcK at the next LD Recording Care Task and Finish Group</p>

13.	<p>AOB</p> <p>1. Update of the Collaborative web page on the NIPEC website EB advised members that the NIPEC website for the Collaborative was in the process of being updated.</p> <p>Also the microsite for the Career Pathway for Learning Disability Nursing needs new podcasts from RNLDs. It was agreed that EB would seek and organise new podcasts to be uplifted onto microsite.</p> <p><u>AP: 59</u> New Podcasts for microsite</p> <p>2. A query was raised as to the developments of the HEF Health Equality Framework.</p> <p><u>AP: 60</u> EB to seek update from BHSCT on the utilisation of the HEF</p>
14.	<p>Dates, times and venues of further meetings:</p> <p>9th October 2019 @ 2.00pm Venue: Classroom 5, CEC, Fern House, Antrim Area Hospital Site, Antrim, BT41 2QB</p> <p>13th January 2020 @ 2.00pm Venue: Meeting Room, NIPEC 2nd Floor, Centre House, 79 Chichester Street, Belfast</p> <p>21st April 2020 @ 2.00pm Venue: Boardroom, Omagh Hospital Complex, 7 Donaghanie Road, Omagh BT79 OJJ</p> <p>7th July 2020 @ 2.00pm Venue: Boardroom, Tower Hill Armagh, BT61 9DR</p>

Action Point	Details of Action	Actioned Completed
AP1	Owen Barr as Chair of the Collaborative to formally write to the Bob Brown, EDoN, WHSCT, to seek a new nomination for adult RNLDs.	Closed
AP2	Lynne Marsh to speak to students and seek a nomination	Closed
AP3	A letter will be sent from the Chief Executive of NIPEC seeking a nomination of EDoN to Co-Chair the Collaborative.	Closed
AP4	Jacqueline Boyd to submit responses on behalf of the WHSCT and Siobhan Rogan has completed the SHSCT and to send electronically.	Closed
AP5	Wendy McGregor (RQIA) to send Frances contacts for the Independent Sector who it was agreed should be invited to apply the KPI within their respective organisations	Closed
AP6	The next RNL Forum meeting should be around the SEHSCT area.	Closed
AP7	Frances to distributed RNL Career Pathway flyer and explained use of the QR Code.	Closed
AP8	The next Collaborative Communique should be published in July 2018	Closed
AP9	Frances Cannon to recirculate the Professional Senate paper	Closed
AP10	Professional Senate Collaborative members to discuss within their respective organisations to gauge if attendance would be supported locally.	Closed
AP11	Recording Care: It was agreed that some work needs to be done to raise awareness of the document and ensure "buy in" from colleagues in the system. Angela will raise at the next Recording Steering Group.	Closed
AP12	Angela asked if colleagues would check with their representatives on the Learning Disabilities Recording Care Group to find out if this (the version tabled at the meeting) is the final version. Feedback should be sent to Frances by the 1 st September 2018.	Closed
AP13	Recording Care should be included as an agenda item at the next Collaborative meeting	Closed
AP14	RE: RCN Learning Disability National Forum-Rosaline to send link for dissemination to Collaborative members.	Closed
AP15	Positive Behaviour Support to be an agenda item	Closed
AP16	Owen urged colleagues to identify RNLDs in Practice who could put themselves forward to present Outcomes Measurement tools used in practice.	Closed
AP17	Angela McCallum agreed she would check if any RNL colleagues in the NHSCT would present and get back to Frances. Glenda Frazer agreed to present the DISDAT tool at the RNL Forum event.	Closed

AP18	Lorraine Clarke agreed she would identify someone from WHSCT who will present alongside Owen.	Closed
AP19	Frances to prepare a questionnaire to evaluate the Forum – both at the Forum meeting on the day and via Survey Monkey disseminated via NIPEC to Forum members.	Closed
AP20	Frances to set up a teleconference for a Collaborative subgroup to have further discussion regarding the Action Plan Workshop/s including Siobhan Rogan, Lorraine Clarke, Barbara Tate, Angela McCallum, Owen Barr, Maurice Devine, Deirdre McNamee and Rhona Brennan	Closed
AP21	RNLD Education Summit Paper Lynne to share with Frances to disseminate with the Collaborative who were invited to provide commentary before October 5 th .	Closed
AP22	Frances to check with Angela Reed SPO NIPEC if this was a request by the DoH to include PQC in the development of the Learning Disabilities Recording Care Documentation.	Closed
AP23	Eilish/Frances to amend notes of 2 nd October 2018 and circulate final version to members of the Collaborative.	Closed
AP 24	Owen to liaise with the Senate to confirm Siobhan's membership	Closed
AP25	Eilish to contact Wendy Mc Gregor RQIA to obtain a list of Independent Learning Disability providers to enable wider dissemination of the Outcomes Based Resource Pack For Registered Nurses Learning Disabilities (RNLD). Judy Brown to email photos to Eilish for the cover of the Outcome Resource Pack.	Closed
AP 26	The results of the PDF evaluation will be presented at the next Forum meeting on the 11 th April with a link made available on the NIPEC web page	Closed
AP 27	Frances and Owen to provide feedback regarding possible implications for the Collaborative following this meeting.	Closed
AP 28	Eilish to liaise with the PO working to the Recording Care Project regarding the development of the Learning Disabilities Recording Care Documentation	Closed
AP 29	Dr. Lynn Marsh QUB to lead discussions at the next Collaborative meeting regarding the degree of exposure and experience that will be required by students undertaking the FNFM RNLD course relating to communication and relationship management detailed in Annex A FNFM Proficiencies.	Closed
AP 30	NIPEC to advise Collaborative how the HSC Trusts and the Independent Sector are using the Outcome Based Resources are being utilised in practice and these reports to be submitted on a three monthly basis.	Open
AP 31	EMcE to advise of date of next KPI meeting.	Open
AP 32	EB to forward template for presenters.	Closed
AP 33	Name of presenters and presentation to be forwarded to EB	Closed
AP 34	EMcE to contact to Executive Director of Nursing at the Belfast Health & Social Care Trust.	Closed

AP 35	Telephone call to be arranged to discuss format of RNLD Forum on 3rd July 2019	Closed
AP 36	EB to send link to the National Award when circulating notes for information.	Closed
AP 37	LM to organise and confirm venue at QUB for task and finish group re the FN Learning Disabilities Nursing NIPAD	Closed
AP 38	EB to inform Geraldine that 100 years of Learning Disabilities Nursing The Unique Contribution it will be a future topic for the RNLD Forum	Closed
AP 39	GMcK to bring together a Task and Finish Group to review the Learning Disabilities Recording Care Documentation and the revised draft document to be brought to the Collaborative meeting on 3rd July 2019 for amendment/agreement	Closed
AP 40	EB to confirm with Collaborative members membership of the ERG for the Recording Care Project	Open
AP 41	NIPEC to write to the EDoN of the SEHSCT on behalf of the Collaborative Co-Chairs to invite a RNLD Adult Services to join the Collaborative.	Closed
AP42	NIPEC to forward the current NI Collaborative Terms of Reference to members and invite comments for next meeting in October	Open
AP43	NIPEC to write to the IHCP on behalf of the Collaborative Co-Chairs to invite a RNLD from the IHCP to join the Collaborative.	Closed
AP44	CPD Planning to be a Collaborative agenda item	Open
AP45	NIPEC to arrange a meeting with SR , OB EMcE, EB and FC to discuss how the NI Collaborative might respond to commissioning in response to the review of LD Nursing	Open
AP 46	NIPEC to forward the poster / diagram and link to web page of the DoH Education Commissioning Cycle to Collaborative members	Closed
AP47	NIPEC to arrange a PDF planning meeting with RK, DM, OB and EB to discuss the proposal to hold the RCN/NIPEC PDF twice per year as opposed to the planned 3 per year but increase the length of the programme.	Closed
AP48	NIPEC to invite LD Nurse of the Year winners to next NIPEC/RCN Learning Disabilities PDF in November and request they also focus on the how learning disabilities nurses can showcase their work and guide others as to how their work could be taken forward across LD services	Open
AP49	NIPEC to circulate the NI LDPAD to Collaborative members following finalisation of the current version.	Open
AP50	NIPEC To arrange a social media posting and birthday cake at next NI Collaborative to celebrate 100 years of LD Nursing	Open
AP51	Barbra Tate to share the SEHSCT's recognition of the milestone of 100 years of LD Nursing at next Collaborative meeting.	Open

AP52	NIPEC to circulate information on the consultation on the Trauma Network to Collaborative members.	Closed
AP53	NIPEC to forward the flyer from the RCN regarding the event on the Review Of Learning Disability Service Model on the 9th August	Closed
AP54	NIPEC to confirm with the HSC Board the details of the regional event to be held in September regarding the Review of the Learning Disability Service Model	Open
AP55	NIPEC to request an update on the review on the evaluation of the LD Passport and access to health care project.	Closed
AP56	NIPEC to request information from SR regarding the use of the ECHO System and how many people have used it.	Open
AP57	NIPEC to request the Terms of Reference for the Review of The Learning Disability Service Model and for this to be circulated.	Open
AP58	EB to feedback to the LD Recording Care Task and Finish group the Collaborative's agreement to review the revised LD Documentation	Closed
AP59	NIPEC to seek nominations from Collaborative members to upload new Podcasts for the NIPEC Learning Disabilities microsite	Open
AP60	NIPEC to seek update from BHSCT on the utilisation of the Health Equality Framework	Closed