

**NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL
FOR NURSING AND MIDWIFERY (NIPEC)**

DEVELOPMENT FRAMEWORK FOR NURSES AND MIDWIVES

**Minutes of Project Group
15 December 2005 at 9.30 am
College of Nursing and Midwifery
Ulster Hospital
Dundonald**

Present:

Paddie Blaney (Chair, Project Group)
Lorraine Adair (Lead Cardiology Nurse, CAHGT)
Geraldine Connolly (Primary Care Facilitator, SHSSB)
Elaine Madden (Lead Midwife, UCHT)
Julie McConville (Lecturer/Practitioner Health Visiting, C&BCT & UU)
Luke McSorley (Nurse Teacher, N&W In-service consortium)
Ciara Osborne (Sister, A&E Department, Royal Group of Hospitals Trust)

Lesley Barrowman (Senior Professional Officer, NIPEC)
Barbara Bradley (Professional Officer, NIPEC)
Angela Drury (Project Officer, NIPEC)
Julie Edgar (Information Officer, NIPEC)
Cathy McCusker (Project Manager, NIPEC)
Brendan McGrath (Senior Professional Officer), NIPEC

1 Apologies:

Karen Craig (Staff Nurse, A & E Depart, Mater Hospital)
Margaret Devlin (Developing Practice Manager, RGHT)
Liz Dodds (Ward Manager, Interim Assessment & Treatment Centre, ADHSST)
Jenny Donnan (Clinical Educator, NI Hospice)
Judy Houlihan (Nurse Development Officer, Foyle HSS Trust)
Heather Maxwell (Nurse Manager, Abbeylands Nursing Home)
Linda McAteer (Staff Nurse, A&E BCH)
Pat McGreevey (Lecturer/Practitioner Mental Health Nursing, DLT & UU)
Fiona McGuigan (Practice Development Facilitator, North & West Belfast Trust)
Thérèse McKernan (Director of Human Resources, Greenpark Healthcare Trust)

Paddie Blaney welcomed everyone to the meeting, she stated that the business from the last meeting would be covered and then the pilot testing of the website would begin.

2 Minutes of meeting and Matters Arising

The minutes of 10 November 2005 were agreed as a true and accurate record.

Paddie Blaney confirmed with members that the matters arising from the previous meeting had been met. Tanya McCance had shared with Deloitte the changes to the Performance Indicators. Angela Drury and Julie Edgar were facilitating the pilot testing.

Paddie Blaney informed the members that they will all receive in the post a copy of the Consultation Responses Report, together with a copy of the two research reports; Performance and Roles completed by the University of Ulster.

Paddie Blaney also informed the members that Deloitte presented their interim Report to the Project Board on the 7th December and that they are now moving onto Phase 2 of the competency profile testing which will be conducting in Craigavon, Foyle, Causeway and Abbeylands. It will be tested with teams to assess how individuals will use the competency profile.

Paddie Blaney updated members in relation to the pilot testing of the website. She stated that Angela Drury and Julie Edgar had been facilitating the pilot testing of the *nipecdf* website across the HPSS and the Independent Sector and to date 84 registrants had participated, today is the last of the testing sessions, and the members were going to get the opportunity to test it this morning, and a session for managers had been arranged for the afternoon. To date it had been well received and we are getting very positive feedback.

Brendan McGrath gave feedback to the members of his meeting with Therese McKernan, which he had in order to obtain some human resources guidance in relation to what is good practice?, some more generic type of guidance for inclusion in the career planning section of the website.

3 Final Project Group Meeting

Paddie Blaney informed members that it is proposed to hold the last Project Group meeting on 30th March 2006, with everyone meeting initially at NIPEC, around 11 am and then moving on to lunch possibly at the Hilton Hotel. Paddie stated that they would be no Project Group meetings in January and February

2006, however, we will be emailing the Foundation Papers, seeking their comments and support. The last Project Board meeting will be held on the 22nd March 2006 and final Project Report and Foundation Papers would be signed off on that date, which mark the end of the Project.

4 *nipecdf* Website Testing

Angela Drury led this session and the members of the Group were given an opportunity to test the website.

5 Any other business

None

Paddie thanked everyone for their contribution and reiterated that the next meeting would be held on:

Date & time of next meeting: 30 March 2006 11.00 am – 2.00 pm
Venue: NIPEC & ? Hilton Hotel