

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

DEVELOPMENT FRAMEWORK FOR NURSES AND MIDWIVES

**Minutes of Project Group
17 September 2004 at 9.30 am
NIPEC
Centre House
Chichester Street
Belfast**

Present:

Lesley Barrowman (Learning & Portfolio Sub-group)
Julie McConville (Roles & Careers Sub-group)
Brendan McGrath (Roles & Careers Sub-group)
Barbara Bradley (Learning & Portfolio Sub-group)
Luke McSorley (Performance & Competency Sub-group)
Elaine Madden (Roles & Careers Sub-group)
Cathy McCusker (Workforce, Communication Sub-groups)
Lorraine Adair (Roles & Careers Sub-group)
Margaret Devlin (Learning & Portfolio Sub-group)

1 Apologies:

Michaela Barr (Performance & Competency Sub-group)
Paddie Blaney (Performance & Competency Sub-group)
Geraldine Connolly (Roles & Careers Sub-group)
Jacqueline Doyle (Secretary NIPEC)
Kay Kane (Performance & Competency Sub-group)
Pat McGreevey (Learning & Portfolio Sub-group)
Thérèse McKernan (Performance & Competency Sub-group)
Louise O'Neill (Workforce Sub-group)
Ciara Osborne (Learning & Portfolio Sub-group)
Siobhan Rooney (Roles & Careers Sub-group)
Clinton Stewart (Roles & Careers Sub-group)

2 Minutes of meeting:

The minutes of 23 July agreed as a true and accurate record

3 Project Update

Project Board meeting 25 August 2004 feedback:

Cathy provided some overall feedback from the Project Board meeting and stated that each of the Chairs of the Sub-groups would feedback individually to their members the relevant points with respect to their papers submitted at the Project Board meeting.

ACTION

Role Definition – amend to include 'maintain and enhance competencies'.

Learning Activities – the project board members commented that the list of learning activities identified were impressive. The learning categories and scenarios need to be more user friendly.

Competency Profile again the Project Board members asked that the document remain user friendly and easily understood for all nurses and midwives.

Cathy shared that one of the Project Board members raised a concern that the Development Framework could be used in addition to the KSF thus potentially discriminating against Northern Ireland Nurses progressing through their pay levels. Breedagh Hughes (RCM) clearly stated that KSF only identified the *minimum* standard that everyone had to attain. However the Development Framework will help Nurses and Midwives to develop their professional competence to help them provide the best care / service. Cathy also informed the group that she had met with Ursula Doherty (KSF lead – Altnagelvin Hospital Trust). Ursula agreed with the staff organisation's point of view and also stated that the Development Framework would help support nurses and managers in delivering on the modernisation agenda which is the focus of Agenda for Change.

Brendan commented that he was glad that we had received feedback from a KSF representative as it was one of the issues concerning the members of the Project Group.

The Project Board members agreed with the advice of the Health and Social Services Councils that Public Consultation was not required at this stage of the design of the Development Framework.

3.1 Consultation Timescales:

Cathy informed the Project Group of the timescales the Project team agreed at their meeting on 10 September with regard to the Consultation Document.

Finalisation of consultation document Content	6/10/04
Consultation document to Project Board members for consensus	15/10/04
Journalistic editing of individual sections of Consultation Document	6 – 20/10/04
Draft document to designer/printer	20/10/04
Draft from printer for proofing	29/10/04
Final proof to publisher/printer	4/11/04
Return of published document for final proofing	8/11/04
Sign off final published document	10/11/04
1000 copies of document printed for distribution	19/11/04
Consultation process/ sessions	22/11/04- 28/02/05

3.2 Project Group members involvement:

Cathy asked the Project Group members for their support in facilitating feedback on the consultation document among a selection of the constituency group they represent on the Project Group. Cathy stated that the Project Group meeting of 19 November would

Cathy to deliver presentation re Consultation Document 19 Nov 2004

be set aside to take the Project Group members through a presentation on the consultation document. Members would then be provided with copies of the document, a copy of the presentation slides and a disc containing the slides to facilitate them consulting with their constituency group. Cathy asked that Project Group members avoid using Links Network members in their groups as they would be consulted with separately. She would provide members with a list of Links Network members for the meeting in November to ensure this would not happen.

Project group members present agreed to facilitate such a consultation feedback. Cathy stated that the Project Group meeting in December would be cancelled to help facilitate Group members with this piece of work.

4 Project Group meeting 13 October 2004:

Cathy informed members that the Project Group meeting of 13 October 2004 was cancelled. The Project Team would use the time to finalise the content of the Consultation Document for the Project Board meeting on 15 October 2004.

Cathy asked the Project Group members spend the rest of the allotted time working in their sub-groups and to agree the finishing time which suits the planned work and individual members.

Any other business:

None

Date of next meeting: 19 November 2004

Time : 9.30 am

**Venue : NIPEC
Centre House
79 Chichester Street
Belfast
BT1 4JE**

ACTION

Jackie to have a list of Links Network members for 19 Nov meeting