

PROJECT STEERING GROUP DEVELOPMENT OF A CAREER PATHWAY FOR DISTRICT NURSING SERVICES

Meeting Thursday 4 February 2021

Zoom Videoconference

Calaboration Delfact Trust (Project Chair)	ОТ
Gabby Tinsley, Belfast Trust, (Project Chair)	GT
Alison Baxendale, NIPEC Council	AB
Sharon Burnside, Southern HSC Trust	SB
Claire Cartin, Western HSC Trust	CC
Deborah Coleman, Queen's University Belfast	DC
Veronica Cleland, South Eastern HSC Trust	VC
Sharon Maginn, Clinical Education Centre	SM
Gillian McAleer, Belfast HSC Trust	GMcA
Colleen McCabe, Southern HSC Trust	CMcCa
Cathy McCusker, NIPEC (Project Lead)	CMcCu
Rose McHugh, Public Health Agency	RMcH
Maura McKenna, Regional Trade Union Forum	MMcK
Roisin McSwiggan, Belfast HSC Trust	RMcS
Ashley Ramsay, Northern HSC Trust	AR
Michael Riddell, Northern HSC Trust	MR
Hilary Thompson, Ulster University	HT

Apologies

Dawn Ferguson, Southern HSC Trust Pamela Craig, Northern HSC Trust Fiona Devlin, Royal College of Nursing Anne Timoney, Clinical Education Centre

ACTION NOTES

Agenda Item	Notes	Action by
1.0	Welcome & introductions	
	Gabby Tinsley welcomed everyone to the meeting and thanked, Sharon Burnside for representing Dawn Ferguson and Sharon Maginn, CEC, in place of Deirdre Cunningham currently on secondment to PHA.	
2.0	Apologies	
	Apologies as noted above.	



3.0	Action notes from meeting held on 17 December 2020	
	Action notes confirmed.	
	Matters arising Delegation Training Cathy forwarded the Delegation Framework to Michael. Cathy to follow up with Michael to confirm if the content is covered in Induction.	СМсС
	Band 5 and Band 3 JDs Thanks to Claire Cartin, WHSCT for submitting Band 5 and Band 3 JDs to Cathy McCusker. Gabby asked the other DN Leads to send their Trust JDs to Cathy to help develop the job purpose for both JDs.	All DN Leads
	ANP Role Rose & Cathy haven't had a chance to speak with Heather Finlay yet regarding the Advanced Nurse Practitioner role in the Career Pathway. Cathy to email Heather on Gabby's behalf to seek a meeting for Cathy & Rose re the ANP role.	СМсС
4.0	District Nursing Developments- Update	
	 Rose McHugh provided the following update: Covid related work has been a priority and in particular the rollout of the COVID vaccination programme to housebound patients has been actioned, a good example of public health The Neighbourhood District Nursing Interim Report Dec 2020 has been sent out and recommendations will be considered as part of next steps Next DNFIG meeting is on the 10th Feb and draft ToR for a new strategic district nursing group will be tabled. The aim is to have coordinated oversight of all DN work streams. A QNI survey has been sent out to HSC Trust DN leads for sharing with teams which will inform the demand model. An OBA scorecard has been finalised for District Nursing within MDTs and Trust DN leads will bring it to their MDT project boards. A Project Reporting paper is going to DNFIG - Need this project to standardise DN recording and to ensure the right information is collected to provide the necessary data requirements. Will have a focused Care Opinion campaign with District Nursing. 	
5.0	District Nurse JD HSC Trust Steering Groups for implementation Each of the Trust District Nursing Leads provided an update	
	regarding their HSC Trust Steering Groups to facilitate the implementation of the new Band 7 District Nurse JD	



Belfast – 2 meetings have been held with a third later in the day. Existing District Nurse JDs have been reviewed against the new JDs. Making Good Progress. Any District Nurse vacancies in the future will be advertised with the new JD

Western – All District Nurses have Band 7 JDs. Staff on seconded posts are being recruited permanently onto the new JD. Any future recruitment will use the new JD.

Northern – All District Nurses are Band 7. The new JD was used for recruitment in Dec 2020. Successfully recruited 2 District Nurses.

South Eastern – New JD will be used for recruiting District Nurses going forward.

Southern – Currently have 59 Band 6 District Nurses. Currently recruiting District Nurses – not using the new JD because the service model has not yet been agreed.

ALL DN Leads

Maura McKenna suggested that the Trusts Steering Groups should check if any staff are currently working to the new JD – such staff should be moved onto the new JD.

RMcH

There was discussion about DN Team Lead posts at Band 8A, it was agreed this is a separate JD from the District Nurse ANP role that is considered in this District Nurse Clinical Career Pathway; 90% clinical practice. The DN Team Lead 8A role will be developed outside of the clinical District Nurse Career Pathway. Rose will raise this with Siobhan Donald, PHA as part of the Delivering Care programme.

Senior Community Staff Nurse JD – feedback

Gabby thanked all Trusts for facilitating the feedback from their staff and returning the collected feedback on the Senior Community Staff Nurse JD. The consultation had been extended from 28 January to 3 February to make sure Trusts had time to get feedback from District Nurse teams given the pressures from the pandemic and the vaccination roll out Each of the comments received were reviewed by the members of the Steering Group in turn and decisions taken to accept and amend the JD or to reject and not make any change to the individual statement.

Band 5 Experience

There was agreement from four of the five Trusts regarding making the experience required for the Band 6 post as 2 years as



a Band 5, one of the Trusts also considered this but understood the reason for the suggested 18 months experience. Fiona had contacted Cathy and had advised that RCN's feedback will request that Band 5 nurses should be treated the same as other healthcare professionals in terms of required experience for a Band 6 post. It was agreed that Cathy would seek an opportunity to present the JD and the issues raised for regional agreement by the CNO & EDoNs.	CMcCu
New to Community Nursing Education & Skills Programme It was proposed that to prevent a Band 5 nurse with community experience being disadvantaged against a Band 5 nurse with no community experience that both should be given the opportunity to undertake the new to community nursing programme within an agreed timeframe if the Band 5 nurse in community did not already have it.	
District Nurse <i>SPQ</i> Previously it was agreed that there should be regional agreement on the criteria for selecting Nurses onto the District Nurse SPQ, not all Trusts required nurses to have community experience before getting a place on the programme. There was concern that as a result Nurses may be appointed to Band 7 District Nurse posts without any community experience. Rose agreed to collate information from each of the Trusts on the HSC Trust criteria used to allocate nurses to a place on the District Nurse SPQ programme. Hilary confirmed there was little attrition from the District Nurse SPQ programme and this included individuals without previous community experience.	RMcH
Hilary's email with links to the most recent QNI survey of AEIs which offer the programme and how it is structured, uptake etc. was forwarded to the Steering Group members during the meeting with information on the District Nurse SPQ. Link to the OLP for PG SPQ:	
https://www.ulster.ac.uk/faculties/life-and-health-sciences/nursing/postgraduate	
and for UG pathways	
https://www.ulster.ac.uk/courses/202122/specialist-nursing-with-pathways-26721	
 Next Steps Update JD regarding comments resend out to the Steering Group members. Seek opportunity to present to CNO & EDoNs Business meeting concerns and get regional position on Experience for Band 6 JD 	CMcCu

6.0



	Trust criteria for recruitment onto DN SPQ programme.	
8.0	Date & time of next Steering Group meeting	
	Next virtual meeting scheduled for Thursday 4 March 2021 @ 10am via Zoom	