

Post Registration Masters in Nursing Project (Fast Track 2 year Rotational)
Steering Group Meeting
6th February 2.30pm room C22 Castle Buildings

Present: Heather Finlay DoH, Bernadette Gribben NIPEC, Toni McAloon UU, Sonja McIlpatrick UU, Sharon McRoberts SEHSCT
Apologies: Angela McLernon NIPEC

1.	Agenda Topic	Discussion Notes	Action & By whom
2.	Welcome	Sharon McRoberts SEHSCT welcomed to the steering group	
3.	Review minutes from 7 th Dec meeting	<ul style="list-style-type: none"> • Business Case completed, same to be shared with UU • SEHSCT rep agreed ToR. • Previous minutes agreed 	BC to be signed by CNO & forwarded to UU
4.	Update	<p>Working Group: 1st meeting NIPEC, UU, HSC, PPI, and independent sector represented Positive engagement with the project</p> <p>Curriculum Development: 1st Meeting NIPEC, UU, HSC, Independent sector, PPI represented</p> <p>Concerns raised:</p> <ul style="list-style-type: none"> • Recruitment & role of the band 7 support and when this should commence. 	<p>Project lead to make further contact staff side to encourage participation.</p> <p>Chair of curriculum development group to seek recently graduated students to participate.</p> <p>The recruitment/selection subgroup will consider recruitment of the band 7. The placement rotation group will consider the role and best time of implementation. Both will feed back into the working group.</p>

		<ul style="list-style-type: none"> • HSC areas need a formal communication about funding for the band 7 • Concerns were raised by a number of people in both the working group & curriculum development group about the students' ability to become imbedded in the clinical environment and implement change with short placements. It was suggested year 1 may have short placement and year 2 one long placement 	<p>NIPEC will prepare a MOU for funding the band 7 role.</p> <p>The placement rotation subgroup to prepare several templates of possible placement flows to maximize support for the students for the CNO to consider.</p>
5.	Recruitment	<p>Student awareness sessions:</p> <ul style="list-style-type: none"> • 2 sessions delivered to QUB & UU. • Students very keen with a number of email enquiries received post sessions. • In ongoing dialogue with OU regarding timelines for their academic year. <p>Student Completion Timeline:</p> <ul style="list-style-type: none"> • QUB students complete the week of the 2/9/2019. • UU students complete the week of the 16/9/2019 • UU MSc registration potentially the week of the 23/9/2019 • A query was raised regarding the timing of University senate meetings to officially validate student degrees <p>Advertising: HSC staff raised the query regarding an advertising budget to run media advertising about the programme.</p> <p>Subgroups Recruitment / selection – (bands 5,7 and mentors) Members: Project lead (chair), 5 trust reps, BSO, HR</p>	<p>.</p> <p>Project manager/lead</p> <p>Project lead to confirm senate meeting dates.</p> <p>No additional costs will be allocated to advertising. This will be confirmed with the working group/subgroup by the project manager/lead</p> <p>Project lead to establish sub groups. Additional contact will be made with staff side reps regarding potential participation. Seek BSO rep for recruitment subgroup (project lead)</p>

		<p>Placement rotation Members: Project lead (chair), 1 trust rep, NI Hospice, HR, Independent sector, UU placement lead.</p> <p>Communication:</p> <ul style="list-style-type: none"> • Normal recruitment processes with BSO will be used supported by existing social media and university channels to contact students • It was considered a FAQ list may be useful for prospective applicants • Awareness needs to be raised in clinical areas of this project and the arrival of students. 	Project manager/lead HSC leads Band 7's
6.	PID	All sections completed except for equality screening as awaiting section 75 data from the universities.	Project lead to gather Section 75 data. PID will be circulated to steering group & working group when data added
7.	Project Evaluation	<p>The pilot project is funded to March 2020. This will allow evaluation of:</p> <ul style="list-style-type: none"> • Enablers and challenges in establishing the project • Success in recruitment of bands 5's, 7's, and mentors • Retention of applicants (first 6 months) • Student experience (first 6 months) • Range of placement rotations available • Acceptability of the project by clinical areas <p>No structures in place to consider evaluation of the total programme, impact on recruitment/retention in clinical posts, ability to lead practice & impact on the patient experience.</p>	<p>Need to establish programme evaluation structures e.g.</p> <ul style="list-style-type: none"> • Funding by ECG • Provision of separate evaluation funding
8.	PPI	PPI presentation on the working and curriculum development groups. Addition member will be sought from PCC. Query raised over honorarium as they wished to make a donated to DUK. No additional cost beyond travel expenses available	Project lead contacted PPI member who was satisfied with the response.

9.	AOB	Comment made over confusion regarding emails about project meetings.	Project Lead to discuss with admin support
10.	Date of next meeting	March 20 th 9.30-11.30 Castle Buildings	DoH to book room