

**Post Registration Masters in Nursing Project  
 Placement Rotation Subgroup Meeting  
 4<sup>th</sup> March 1.30-3.30 02D09 UUJ/MD026 UUM**

**Present:** Toni McAloon UU Sharon McRoberts SEHSCT, Gail Doak SHSCT, Sonya McVeigh NHSCT, Heather Weir NIH, Cathal O'Neill Independent Sector, Helen McGarvey UU, Helen Houston UU, Liz Laird UU, Carol Chambers BHSCT

**Apologies:** Gladys McKibbin HR BHSCT, Annetta Quigley WHSCT

1.	Agenda Topic	Discussion Notes	Action By whom
2.	Welcome & Introductions	All members welcomed to the group with a brief introduction to the project given. Confirmation of chair.	Chair agreed
3.	TOR Subgroup Group	Terms of reference agreed. Membership list will be updated. Will remain a standing agenda item for review at subsequent meetings and amended if necessary.	Chair to update
4.	Placement: <ul style="list-style-type: none"> <li>• location</li> <li>• length</li> <li>• flow</li> <li>• agree templates</li> </ul>	<ul style="list-style-type: none"> <li>• Agreed placement locations would be those areas who can demonstrate commitment to change with a current educational audit. HSC group members to draft potential placement area selection criteria.</li> <li>• It was clarified as the MSc students will be band 5 HSC members of staff their placements will not have any implications for the current pre-registration student audited numbers.</li> </ul>	GD, Smcv, CC, AQ, RmcS for next meeting 27/3

		<ul style="list-style-type: none"> <li>• At this stage as placement learning outcomes have not been established it is difficult to be prescriptive.</li> <li>• Length of placements discussed in detail. A number of variations discussed. 2 options considered to be the best choice: <ul style="list-style-type: none"> <li>a) 6 months, 2 x 3 months, 12 months (6month &amp; 12 month would be in the same location).</li> <li>b) 6 months, 2 x 4.5 months, 9 months</li> </ul> Both flows to be submitted to the CNO for consideration.</li> <li>• Variations of placements involving the independent sector were considered including the request that the longer last placement potentially 9-12 months including the change introduced as part of the MSc dissertation take place within the independent sector. It was acknowledged the substantive length placement would be within the HSC employers' location.</li> <li>• Once learning outcomes and placement flows have been established the NI Hospice &amp; Independent Sector representatives will communicate with all their potential placement areas across the 5 trusts and will consider the presence of educational audits in these areas.</li> </ul>	<p>To be revisited once learning outcomes established by working group</p> <p>Chair to generate flow templates before next steering group meeting on the 20<sup>th</sup>/3</p> <p>H W, C o'N</p>
5.	Consider interface with preceptorship completion	Group recommending first placement should be 6 months in length and preceptorship should be completed during this period.	To be confirmed as part of HSC contract
6.	Infrastructure to support rotation of band 5 through HSC & Independent Sector	<p>It was seen that the support infrastructure would include:</p> <ul style="list-style-type: none"> <li>• The 0.5 band 7 who's role would be project start up and who would liaise with both HSC and independent sector.</li> <li>• Coach (mentor) would continue coaching relationship throughout the two years wherever the band 5 is located.</li> </ul>	To be in band 7 job description
7.	Determine band 7 role in supporting the rotational programme	It was perceived this role would include project start up and ensuring clinical areas were appropriately prepped and prepared to support the band 5.	Chair to forward draft JD to sub group members. GD, Smcv, CC, AQ, RmcS to

		It was felt mentoring & role of band 7 was more appropriate to the placement rotation subgroup rather than the recruitment/selection subgroup and as such will be withdrawn from their agenda.	draw up a role specific JD before the next meeting on the 27 <sup>th</sup> /3.  Chair
8.	Agree mentor protected time allocation	As the band 5 will have a mentor to complete preceptorship it was seen this MSc mentor role would be more coaching than mentoring to develop leadership skills and support longevity/resilience in practice.	Band 5 will be allocated a coach with appropriate skills experience in coaching and will have 3 hours coaching contact time per 3months. To be identified in HSC band 5 contract.  HSC group representatives to identify potential coaches before the next meeting.
9.	Consider indemnity challenges whilst in the independent sector	As the HR person was not present this item will be considered as part of the recruitment / selection subgroup in which there is an HR member.	Chair to add to agenda for 12 <sup>th</sup> /3
10.	Consider the managerial responsibility of the band 5 whilst in the independent sector	As the HR person was not present this item will be considered as part of the recruitment / selection subgroup in which there is an HR member.	Chair to add to agenda for 12 <sup>th</sup> /3
11.	AOB	Non noted	
12.	Next Meeting	27 <sup>th</sup> March 2019 9.30-11.30 venue to be confirmed	Business support to book