

Safeguarding Adults

Development of a Core Competency Framework

Steering Group

9 November 2017; 10-12

Meeting Room, NIPEC

Present

Geraldine Brown (Chair)	WHST	GB
Joel McFetridge	BHST	JMcF
Ray McCafferty	NHST	RMcC
Joanne Blair	QUB	JB
Martina Doolan	NHST	MD
Valerie McConnell	HSCB	VMcC
Janet Montgomery	(teleconference)	JM
Eleanor Ross	PHA	ER
Karen Murray	NIPEC	KM

Apologies

Louise Magee	SEHST	LM
Louise Hall	SHST	LH
Norma McIntyre	NHST	NMcI
Lorraine Thompson	FSHC	LT
Jane Green	SHST	JG
Eilish Boyle	CEC	EB
Seana Duggan	UU	SD
Rosaline Kelly	RCN	RK

Action Item	Action to be taken	Action by
a)	<p>Welcome and introductions</p> <p>Geraldine Brown (GB) Chair welcomed everyone to the meeting. Round of introductions completed. Discussion of the need for a Quorum given the discussion making requirement of the Steering Group. It was decided not to set this as it may impact on the progress of the work. KM will email the group confirming the dates and venues for the next meetings. Also, as work progresses drafts will be sent out to members indicating that comments</p>	<p>KM to circulate dates and venues of future meetings</p>

	or agreement is required and giving a time line for responses to ensure that all representatives have an opportunity to engage.	
b)	Apologies As recorded above.	
c)	Notes of the last meeting Agreed as accurate	
d)	<p>Matters arising from the last meeting</p> <ul style="list-style-type: none"> • Terms Reference for final sign off. <p>Agreed</p> <ul style="list-style-type: none"> • Updated PID <p>Agreed</p> <ul style="list-style-type: none"> • Membership list updated <p>Membership of both Steering Group and ERG was agreed. Jenny Fitzsimmons to be moved to Steering Group. WHST – post is advertised. Caroline Sweeney receiving papers in the meantime and would be happy to attend.</p>	<p>KM to recirculate updated PID</p> <p>KM to update membership</p>
e)	<p>10,000 voices</p> <p>Discussed the presentation which had been circulated prior to the meeting. 10,000 voices continues in the Trusts with I O's offering the survey to individuals at the closure of investigations. It is hopeful that the results help to shape service improvement and can be a source of information when developing outcomes indicators for service. The ERG should be mindful of the messages coming out of 10,000 as the work continues. The current 10.000 voices programme will complete in March 2018 and will then be reviewed.</p> <p>Some discussion took place as to how the information could be disseminated more widely.</p>	
f)	<p>Review of work completed to date</p> <p>a. <i>Template</i></p> <p>Work is currently underway in NIPEC to develop Competency Frameworks for Specialist Practice Nurses. It is important that a similar format is used to ensure consistency across work streams. This will mean some amendments to how competencies will be presented. KM will update</p>	

