

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

**Meeting, Monday, 1 April 2019**

**Present**

Gabby Tinsley, Belfast Trust, (Project Chair)	GT
Alison Baxendale, NIPEC Council	AB
Fiona Devlin, Royal College of Nursing	FD
Sandra Lemon, NIPEC, Project Officer	SL
Gillian McAleer, Belfast HSC Trust	GMcA
Colleen McCabe, Southern HSC Trust	CMcCa
Cathy McCusker, NIPEC (Project Lead)	CMcCu
Rose McHugh, Public Health Agency	RMcH
Ashley Ramsey, Northern HSC Trust	AR
Michael Riddell, Northern HSC Trust	MR

**Teleconference**

Claire Cartin, Western HSC Trust	CC
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**Apologies**

Veronica Cleland, South Eastern HSC Trust  
Deborah Coleman, Queen's University Belfast  
Deirdre Cunningham, Clinical Education Centre  
Mary Frances McManus, Department of Health  
Marion Ritchie, Unison  
Hilary Thompson, Ulster University

**ACTION NOTES**

<b>Agenda Item</b>	<b>Notes</b>	<b>Action by</b>
<b>1.0</b>	<b>Welcome &amp; introductions</b> Gabby Tinsley welcomed everyone to the second meeting of this Steering Group including Michael Riddell who had been nominated by HR Directors Forum to represent them.	
<b>2.0</b>	<b>Apologies</b> Apologies as noted above.	
<b>3.0</b>	<b>Action notes from meeting held on 8 February 2019</b> Draft Action Notes agreed. <b>Matters arising</b> <ul style="list-style-type: none"> <li>• The project plan was updated with the revised aim Aim: <i>The Project Steering Group will develop a career pathway for</i></li> </ul>	



	The District Nurse Competencies would be completed next.	
<b>7.0</b>	<p><b>Date &amp; time of next meeting</b></p> <p>Next meeting planned for Monday 10 June 2019 at 1.00pm Meeting Room NIPEC.</p> <p>As this was Sandra's last meeting Gabby thanked her for all her hard work in helping to develop the competence statements for Community Staff Nurse role.</p>	
<b>8.0</b>	<p><b>Any other business</b></p> <p>Rose McHugh provided an updated on the Regional District Nursing Framework Implementation Group and the Neighbourhood District Nursing Group. The Neighbourhood District Nursing prototype is being tested in all Trust areas at present.</p>	