

**Regional Collaborative for NI Action Plan:
Strengthening the Commitment for Learning Disability Nursing**

**Meeting 9th October 2019 @ 2pm
Discussion Room, Fern House, Antrim Area Hospital Site, Antrim**

Action Notes of Meeting

Attendance

Owen Barr, Ulster University, Co-Chair	(OB)
Eileen McEaney, Northern Health & Social Care Trust, Co-Chair	(EMcE)
Eilish Boyle, Professional Officer, NIPEC	(EB)
Lorraine Clarke, Western Health & Social Care Trust	(LC)
Maurice Devine, Open University	(MD)
Glenda Frazer, Western Health & Social Care Trust	(GF)
Damian McAleer, Clinical Education Centre	(CMcA)
Deirdre McNamee, Public Health Agency	(DMcN)
Donna Morgan, Northern Health & Social Care Trust	(SM)
Siobhan Rogan, Department of Health	(SR)
Sarah Rooney, Student Learning Disability Nurse, Queens University	(SR)
Gillian McKee, Professional Officer, NIPEC	(GK)

Apologies

Judy Brown, FSHC Independent Sector representative
Frances Cannon, Senior Professional Officer, NIPEC
Breige Connery, Belfast Health & Social Care Trust
Rosaline Kelly, Royal College of Nursing
Lynne Marsh, Queens University
Wendy McGregor, Regulation and Quality Improvement Authority
Sharon McRoberts, South Eastern Health & Social Care Trust
Briege Quinn, Public Health Agency
Laurence Taggart, Ulster University
Barbara Tate, South Eastern Health & Social Care Trust
Lynn Woolsey, Southern Health and Social Care Trust

1.	<p>Welcome and Introductions</p> <p>Owen Barr (OB) welcomed everyone to the meeting and noted apologies.</p> <p>Apologies received from, Joanne Blair, Judy Brown, Frances Cannon, Breige Connery, Rosaline Kelly, Lynne Marsh, Wendy McGregor, Sharon McRoberts, Briega Quinn, Laurence Taggart, Barbara Tate and Lynn Woolsey.</p> <p>OB particularly welcomed Sarah Rooney a student nurse learning disabilities, from Queen's University as the newly appointed student representative to the NI Collaborative.</p> <p>OB advised that Gillian McKee (GMck) Professional Officer, NIPEC would be joining the meeting to provide an update on the Recording Care Project Learning Disabilities project.</p> <p>OB updated members on the membership of the NI Collaborative. During the months of August and October letters were forwarded to Ms Nicki Patterson, Executive Director of Nursing, Primary Care and Older People, South Eastern Health & Social Care Trust, Bob Brown, Executive Director of Nursing, Western Health & Social Care and to Ms Pauline Sheppard, Chief Executive, Independent Health Care Providers requesting nominations to join the NI Collaborative. Members will be updated regarding membership at the next NI Collaborative meeting.</p> <p>Eileen McEneaney (EMcE) agreed to contact Ms Brenda Creaney, Executive Director of Nursing & User Experience, Belfast Health & Social Care Trust, seeking the nomination of a senior nurse, learning disabilities to represent hospital and community services on the NI Collaborative.</p> <p>Members were informed that Frances Cannon, Senior Professional Officer, NIPEC has part retired but remains in NIPEC as overall lead for the NI Collaborative and communicates with the Co-Chairs regarding the group's business and developments.</p> <p>Discussion was raised regarding service user and carer representation on the NI Collaborative. It was agreed NI Collaborative actions and developments were disseminated via local learning disabilities service user and carer forums therefore it was felt named service user and carer representation at NI Collaborative meetings was not expected. This issue was further raised at Point 5 during today's meeting.</p> <p>OB congratulated Wendy McGregor, Regulation and Quality Improvement Authority (RQIA) on her new role as Senior Inspector.</p> <p><u>AP: 61</u> Co-chairs to provide update on current membership.</p>
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	<p>Maurice Devine (MD) informed members that the Open University (OU) intend to introduce an undergraduate learning disabilities nursing programme in September/October 2020. This is likely to be a 4 year part-time degree and presently Donna Gallagher, Senior Lecturer, OU is engaging with stakeholders in developing the programme.</p> <p>MD also provided a short update on the NI Deprivation of Liberty (DoL's) education and training programme which he delivers with Rosaline Kelly (RK). Significant work has been undertaken regarding delivering DoL's education programmes along with scoping exercises and discussions relating to staff training. It has been agreed that a lead person will be appointed in each Trust to progress this work with particle implementation of the NI DoL's legislation scheduled for 2nd December 2019.</p>
<p>2.</p>	<p>100 Years of Learning Disabilities Nursing – The Unique Contribution</p> <p>To celebrate this achievement a “100 years of Learning Disabilities Nursing” a cake was presented to the NI Collaborative at today’s meeting. Members shared their thoughts/reflections within a 100 year birthday card which will be kept at NIPEC.</p> <p>Members also acknowledged the Royal College of Nursing (RCN) 100 years of Learning Disabilities Nursing celebratory event on the 25th September. Everyone stated it was an amazing event, well organised and pitched with excellent speeches and presentations from learning disabilities nurses across the region.</p>
<p>3.</p>	<p>NIPEC Recording Care Project : Learning Disabilities Nursing (Task and Finish Group)</p> <p>Members were informed that work is progressing well in finalising the “Person-Centred Nursing Assessment Learning Disability” document. The membership of the document task and finish group includes key Trust staff and representation from education and the Independent Sector. It is proposed the document will be utilised within hospital and community settings, will be applicable cross the life span and be implemented on a regional basis. It was further suggested that recording care “champions” could be identified for each Trust to support the implementation of the project and that all Trusts and the Independent Sector engage with the project.</p> <p>Members identified that issues remain regarding the regional implementation of the documentation including the use of NISAT and the different versions of electronic care records utilised within different Trusts.</p> <p>GMcK, Professional Officer, NIPEC for the Recording Care Project requested the latest version of the recording care document be forwarded directly to members of the NI Collaborative for their agreement before the next meeting in January 2020. Members agreed and advised they would</p>

	<p>collectively comment as the NI Collaborative reference group for the learning disabilities recording care project. EMcE suggested she would provide a report to the next EDoN meeting on the progress of the project.</p> <p><u>AP: 62</u> GMcK to forward document to NI Collaborative members for review.</p> <p><u>AP: 63</u> EMcE to provide feedback to the EDoN on the progress of the learning disabilities recording care project at their next meeting.</p>
<p>4</p>	<p>Agree notes of previous meeting</p> <p>The draft action notes of the previous meeting held on the 3rd July 2019 were agreed as a correct record.</p>
<p>5.</p>	<p>Review the Terms of Reference for the NI Collaborative</p> <p>Members noted that the Terms of Reference (ToR) were circulated for review and returned to NIPEC with suggested comments/amendments. It was suggested the ToR should have an overall aim/statement and suggestions will be brought to the membership for consideration.</p> <p>A follow up meeting with the Chief Nursing Officer (CNO) is to be arranged regarding NI Collaborative priorities and following this meeting the ToR maybe amended. At present the ToR will remain in draft.</p> <p>Following discussion regarding representation of service users and carers at the NI Collaborative it was noted that Leslie-Anne Newton (LAN) from ARCuk no longer attends meetings unless specifically requested. LAN remains on the NI Collaborative email group and receives the necessary information to be disseminated onwards to ARCuk networks. It was agreed contact should be made with LAN to confirm if this arrangement remains a satisfactory way of meeting the NI Collaborative's objective of engaging with service users and carers.</p> <p>Discussion took place regarding Trust representation on the NI Collaborative. It was suggested the Belfast and Western Trusts should have representation from both hospital and community settings and that children's learning disabilities nursing should be represented if a Trust has a dedicated children's learning disabilities team.</p> <p>Members noted that the Strengthening the Commitment UK Steering Group was stood down some time ago but that Northern Ireland continues to work to the StC framework.</p>

It was further acknowledged that the NI Collaborative was represented on the National Learning Disabilities Professional Senate, the Learning/Intellectual Disability Nursing Academic Network (LIDNAN).

AP: 64

OB to contact Leslie-Anne Newton, ARCuk

AP: 65

Meeting to be arranged with CNO office to follow up on the NI Action Plan.

6. Update – NIPEC/RCN RNL D Professional Forum

Members were advised that OB, Donna Morgan (DM), Rosaline Kelly (RK) and Eilish Boyle (EB) met on the 17th September 2019 to discuss the way forward for the RNL D Professional Forums for the coming year. It was agreed the PD Forums in 2020 should occur three times per year and be held from 10.00am – 12 noon.

Dates and topics suggested below:

February 2020, venue CEC Craigavon, Southern H&SC Trust, suggested topic – Epilepsy

June 2020, venue Downpatrick, South Eastern H&SC Trust, suggested topic - Liaison and Primary Care

November 2020, Ballymena Parish Centre, Northern H&SC Trust, suggested topic – Children’s needs and Medication

Members agreed with the proposed dates and venues.

The details of the PD Forum on the 13th November 2019 were confirmed as The Old School Canteen, Tyrone and Fermanagh Hospital, Omagh and will be kindly hosted by colleagues Lorraine Clarke (LC) and Glenda Frazer (GF) from the Western H&SC Trust. Topics include presentations from the Nurse of the Year Learning Disabilities Winners 2019, information on the FNFM project, the NI PAD Learning Disabilities and the CPD needs of the current workforce in supporting FN students.

EMcE suggested the June 2020 PD Forum might coincide with the official launch of the Learning Disabilities Recording Care Document and this would be a great opportunity to showcase the finalised product. It was also suggested the June 2020 PD Forum might also include a session on “Effective Record Keeping” including the use of Person-Assessment-plan of Care-Evaluation (PACE).

AP: 66

EB to forward draft chairs agenda to LC and GF, WHSCT for the PDF.

	<p>AP: 67 DM, RK, OB and EB to meet to plan the January 2020 PDF</p>
07.	<p>LINDAN</p> <p>Deferred to the next meeting as Lynne Marsh is an apology for today's meeting.</p>
8.	<p>Update – NIPAD Learning Disabilities</p> <p>OB informed members that the NI Practice Assessment Document (NIPAD) Learning Disabilities Nursing has been submitted by the Queen's University Belfast (QUB) to the Nursing Midwifery Council (NMC) as part of the Future Nurse Future Midwife (FNFM) quality assurance processes. More information on the NIPAD Learning Disabilities Nursing will be shared at November's PD Forum by Joanne Blair, Lecturer in Learning Disabilities Nursing QUB.</p>
9.	<p>Professional Senate update</p> <p>Siobhan Rogan (SR) advised members she attended the Professional Senate meeting in September 2019. Issues on the Agenda included:</p> <ul style="list-style-type: none"> • Professional Associate Role - discussion took place regarding this role and questions were asked as to whether this position could be filled by an Advanced Nurse Practitioner as opposed to a Doctor in meeting the unmet health needs for people with learning disabilities. • STOMP - a project to stop the over medication of people with a learning disability, autism or both with psychotropic medicines. This has been a very active campaign by Health England for some time while Northern Ireland has yet to sign up. This campaign was launched as a result of the publication of the Winterbourne View – Time For Change report • https://www.england.nhs.uk/learning-disabilities/improving-health/stomp/ <p>DoH Learning Disabilities Events</p> <ul style="list-style-type: none"> • Transforming Care, Care Network, people with Learning Disabilities, Workshop will take place in November 2019, Trust representatives have been invited to attend. • NI is to contribute to the revised Autism Strategy currently being developed in England. • Professional Forum NI, Learning Disabilities Proficiency has held one meeting to date with no follow on meeting arranged at present. Siobhan suggested that members of the NI Collaborative should attend. • NHS England

	<ul style="list-style-type: none"> • Trauma Network for NI has planned a workshop specifically to focus of the trauma needs of people with Learning Disabilities. This workshop is planned for November 2019, Trusts have been invited to nominate representatives
10.	<p>Review of Learning Disabilities Nursing</p> <p>SR advised that due to issues in service there is a delay with the publication of the Terms of Reference for the Learning Disabilities Review.</p>
11.	<p>AOB</p> <p>Regional Departmental Assurance Group Muckamore Abbey Hospital</p> <p>EMcE advised members that she is a member of the Departmental Assurance Group, Muckamore Abbey Hospital and this will now be a standing item on the NI Collaborative agenda. The Assurance Group is Department of Health lead and co-chaired by Charlotte McArdle CNO and Sean Holland CSW. The group has been set up following the report and recommendations on Muckamore Abbey Hospital. The group are to address and deliver the key actions from this report mindful of the live and sensitive areas of patient care and safety. Membership of the group includes senior staff from a range of professions and organisations including relatives of patients of Muckamore Abbey Hospital. The Terms of Reference for the Departmental Assurance Group are in the process of being agreed.</p> <p><u>AP: 68</u> EMcE requested that the Regional Departmental Assurance Group Muckamore Abbey Hospital becomes a standing item on the NI Collaborative agenda</p>
	<p>Post Registration Education Commissioning</p> <p>This discussion was chaired by EMcE. As an action point from the previous meeting, emails were sent to NI Collaborative nurse leads requesting information on programmes commissioned for RNLDs for the year 2020/21. Information was received from all 5 H&SC Trusts. OB thanked members for this information and clarified some information detailed in the responses relating to programmes delivered in UU. Following discussion it was agreed that a task and finish group comprising of the five Trust leads for learning disabilities nursing should be set up to discuss the regional commissioning of post registration programmes for learning disabilities nursing. It was agreed this task and finish group would link with the Assistant Directors of Workforce and Executive Directors of Nursing.</p> <p>DM volunteered to set up an initial meeting and suggested membership of the task and finish group included</p> <p>Donna Morgan, NH&SCT Barbara Tate SE&SCT Lynn Woolsey, SH&SCT</p>

	<p>Lorraine Clarke WH&SCT Nomination/appropriate person from BH&SCT.</p> <p><u>AP: 69</u> DM to organise a task and finish group with learning disabilities nurse leads to take forward plans to influence and coordinate the regional commissioning of post registration programmes for RNLD's. (to cc NIPEC into correspondence)</p> <p><u>AP 70</u> The learning disabilities education commissioning task and finish group will provide feedback to the NI Collaborative</p> <p><u>AP: 71</u> EMcE will link with Siobhan McDonald and CNO Business Lead to discuss post registration commissioning of programmes for RNLD's.</p> <p><u>AP: 72</u> Post registration education commissioning becomes a standing item on the NI Collaborative agenda</p>
	<p>Audit on the use of the Outcome Based Resource Pack for Learning Disabilities Nursing</p> <p>It was agreed that the draft audit tool would be shared with members for agreement and the decision made regarding how often the audit should be completed.</p> <p><u>AP: 73</u> Draft audit tool to be sent to members for agreement.</p> <p>A presentation of the proposed NIPEC Audit on the use of The Outcome Based Resources Pack for Learning Disabilities Nursing was also suggested as a future PD Forum topic.</p> <p><u>AP: 74</u> The NIPEC Audit on the use of The Outcome Based Resources Pack for Learning Disabilities Nursing to be discussed as part of the agenda for the June 2020 PD Forum.</p>
	<p>Health Equalities Framework</p> <p>EB advised she had spoken with Rhona Brennan (RB) who had been trained in using the Health Equalities Framework (HEF). RB advised the Belfast Trust had implemented the HEF in one ward for over a year with the intention to disseminate the Framework across other clinical areas. All staff on the pilot ward felt the HEF was a very productive tool which they utilised widely as it provided clear outcomes of interventions.</p>

	<p>The plans for further implementation were halted and the HEF tool is no longer used within any Trust. NI Collaborative members believe the HEF tool is an effective resource and should be discussed further at the next meeting.</p> <p>Damian McAleer (DMcA) informed members he would share information regarding the HEF at the next NI Collaborative meeting.</p> <p><u>AP 75</u> DMcA to led discussions on the Health Equalities Framework at next NI Collaborative meeting January 2020.</p>
	<p>Update of the NI Collaborative web page on the NIPEC web site</p> <p>EB advised members that the podcast delivered by Maurice Devine on the NIPEC web site has been edited to reflect his change in role in the NI Collaborative. EMcE and OB confirmed they would be happy to record a podcast for the NI Collaborative web page.</p> <p><u>AP 76</u> Recording of Podcasts to be arranged for EMcE and OB</p>
	<p>Update on the NI Regional Hospital Passport for People with Learning Disabilities</p> <p>The Regional Hospital Passport has been in use across the region and members noted that Lynne Marsh (LM) QUB is currently working on a co-production project with people with learning disabilities, their families and healthcare professionals to write Best Practice Guidelines to support the implementation of the Hospital Passport. The project is funded by the PHA and it is expected the guidelines will be available for dissemination mid 2020.</p>
<p>12.</p>	<p>Dates, times, venues for next meetings in 2020</p> <p>13th January 2020 @ 2.00pm Venue: Meeting Room, NIPEC 2nd Floor, Centre House, 79 Chichester Street, Belfast</p> <p>21st April 2020 @ 2.00pm Venue: Boardroom, Omagh Hospital Complex, 7 Donaghane Road, Omagh BT79 OJJ</p> <p>7th July 2020 @ 2.00pm Venue: Boardroom, Tower Hill Armagh, BT61 9DR</p>

Action Point	Details of Action	Actioned Completed
AP1	Owen Barr as Chair of the Collaborative to formally write to Bob Brown, EDoN, WHSCT, to seek a new nomination for adult RNLDs.	Closed
AP2	Lynne Marsh to speak to students and seek a nomination	Closed
AP3	A letter will be sent from the Chief Executive of NIPEC seeking a nomination of EDoN to Co-Chair the Collaborative.	Closed
AP4	Jacqueline Boyd to submit responses on behalf of the WHSCT and Siobhan Rogan has completed the SHSCT and to send electronically.	Closed
AP5	Wendy McGregor (RQIA) to send Frances contacts for the Independent Sector who it was agreed should be invited to apply the KPI within their respective organisations	Closed
AP6	The next RNL D Forum meeting should be around the SEHSCT area.	Closed
AP7	Frances to distributed RNL D Career Pathway flyer and explained use of the QR Code.	Closed
AP8	The next Collaborative Communique should be published in July 2018	Closed
AP9	Frances Cannon to recirculate the Professional Senate paper	Closed
AP10	Professional Senate Collaborative members to discuss within their respective organisations to gauge if attendance would be supported locally.	Closed
AP11	Recording Care: It was agreed that some work needs to be done to raise awareness of the document and ensure “buy in” from colleagues in the system. Angela will raise at the next Recording Steering Group.	Closed
AP12	Angela asked if colleagues would check with their representatives on the Learning Disabilities Recording Care Group to find out if this (the version tabled at the meeting) is the final version. Feedback should be sent to Frances by the 1 st September 2018.	Closed
AP13	Recording Care should be included as an agenda item at the next Collaborative meeting	Closed
AP14	RE: RCN Learning Disability National Forum-Rosaline to send link for dissemination to Collaborative members.	Closed

AP15	Positive Behaviour Support to be an agenda item	Closed
AP16	Owen urged colleagues to identify RNLDs in Practice who could put themselves forward to present Outcomes Measurement tools used in practice.	Closed
AP17	Angela McCallum agreed she would check if any RNLD colleagues in the NHSCT would present and get back to Frances. Glenda Frazer agreed to present the DISDAT tool at the RNLD Forum event	Closed
AP18	Lorraine Clarke agreed she would identify someone from WHSCT who will present alongside Owen.	Closed
AP19	Frances to prepare a questionnaire to evaluate the Forum – both at the Forum meeting on the day and via Survey Monkey disseminated via NIPEC to Forum members.	Closed
AP20	Frances to set up a teleconference for a Collaborative subgroup to have further discussion regarding the Action Plan Workshop/s including Siobhan Rogan, Lorraine Clarke, Barbara Tate, Angela McCallum, Owen Barr, Maurice Devine, Deirdre McNamee and Rhona Brennan	Closed
AP21	RNLD Education Summit Paper Lynne to share with Frances to disseminate with the Collaborative who were invited to provide commentary before October 5 th .	Closed
AP22	Frances to check with Angela Reed SPO NIPEC if this was a request by the DoH to include PQC in the development of the Learning Disabilities Recording Care Documentation.	Closed
AP23	Eilish/Frances to amend notes of 2 nd October 2018 and circulate final version to members of the Collaborative.	Closed
AP24	Owen to liaise with the Senate to confirm Siobhan's membership	Closed
AP25	Eilish to contact Wendy Mc Gregor RQIA to obtain a list of Independent Learning Disability providers to enable wider dissemination of the Outcomes Based Resource Pack For Registered Nurses Learning Disabilities (RNLD). Judy Brown to email photos to Eilish for the cover of the Outcome Resource Pack.	Closed
AP26	The results of the PDF evaluation will be presented at the next Forum meeting on the 11 th April with a link made available on the NIPEC web page	Closed
AP27	Frances and Owen to provide feedback regarding possible implications for the Collaborative following this meeting.	Closed
AP28	Eilish to liaise with the PO working to the Recording Care Project regarding the development of the Learning Disabilities Recording Care Documentation	Closed
AP29	Dr Lynn Marsh QUB to lead discussions at the next Collaborative meeting regarding the degree of exposure and experience that will be required by students undertaking the FNFM RNLD course relating to communication and relationship management detailed in Annex A FNFM Proficiencies.	Closed
AP30	NIPEC to advise Collaborative how the HSC Trusts and the Independent Sector are using the Outcome Based Resources	Open

	are being utilised in practice and these reports to be submitted on a three monthly basis.	
AP31	EMcE to advise of date of next KPI meeting.	Open
AP32	EB to forward template for presenters.	Closed
AP33	Name of presenters and presentation to be forwarded to EB	Closed
AP34	EMcE to contact to Executive Director of Nursing at the Belfast Health & Social Care Trust.	Closed
AP35	Telephone call to be arranged to discuss format of RNLD Forum on 3rd July 2019	Closed
AP36	EB to send link to the National Award when circulating notes for information.	Closed
AP37	LM to organise and confirm venue at QUB for task and finish group re the FN Learning Disabilities Nursing NIPAD	Closed
AP38	EB to inform Geraldine that 100 years of Learning Disabilities Nursing The Unique Contribution it will be a future topic for the RNLD Forum	Closed
AP39	GMcK to bring together a Task and Finish Group to review the Learning Disabilities Recording Care Documentation and the revised draft document to be brought to the Collaborative meeting on 3rd July 2019 for amendment/agreement	Closed
AP40	EB to confirm with Collaborative members membership of the ERG for the Recording Care Project	Closed
AP41	NIPEC to write to the EDoN of the SEHSCT on behalf of the Collaborative Co-Chairs to invite a RNLD Adult Services to join the Collaborative.	Closed
AP42	NIPEC to forward the current NI Collaborative Terms of Reference to members and invite comments for next meeting in October	Open
AP43	NIPEC to write to the IHCP on behalf of the Collaborative Co-Chairs to invite a RNLD from the IHCP to join the Collaborative.	Closed
AP44	Education commissioning and CPD Planning to be a Collaborative agenda item	Open
AP45	NIPEC to arrange a meeting with SR , OB EMcE, EB and FC to discuss how the NI Collaborative might respond to commissioning in response to the review of LD Nursing	Closed
AP46	NIPEC to forward the poster / diagram and link to web page of the DoH Education Commissioning Cycle to Collaborative members	Closed
AP47	NIPEC to arrange a PDF planning meeting with RK, DM, OB and EB to discuss the proposal to hold the RCN/NIPEC PDF twice per year as opposed to the planned 3 per year but increase the length of the programme.	Closed
AP48	NIPEC to invite LD Nurse of the Year winners to next NIPEC/RCN Learning Disabilities PDF in November and request they also focus on the how learning disabilities nurses can showcase their work and guide others as to how their work could be taken forward across LD services	Closed
AP49	NIPEC to circulate the NI LDPAD to Collaborative members following finalisation of the current version.	Open
AP50	NIPEC To arrange a social media posting and birthday cake at next NI Collaborative to celebrate 100 years of LD Nursing	Closed

AP51	Barbra Tate to share the SEHSCT's recognition of the milestone of 100 years of LD Nursing at next Collaborative meeting.	Close
AP52	NIPEC to circulate information on the consultation on the Trauma Network to Collaborative members.	Closed
AP53	NIPEC to forward the flyer from the RCN regarding the event on the Review Of Learning Disability Service Model on the 9th August	Closed
AP54	NIPEC to confirm with the HSC Board the details of the regional event to be held in September regarding the Review of the Learning Disability Service Model	Closed
AP55	NIPEC to request an update on the review on the evaluation of the LD Passport and access to health care project.	Closed
AP56	NIPEC to request information from SR regarding the use of the ECHO System and how many people have used it.	Closed
AP57	NIPEC to request the Terms of Reference for the Review of The Learning Disability Service Model and for this to be circulated.	Open
AP58	EB to feedback to the LD Recording Care Task and Finish group the Collaborative's agreement to review the revised LD Documentation	Closed
AP59	NIPEC to seek nominations from Collaborative members to upload new Podcasts for the NIPEC Learning Disabilities microsite	Open
AP60	NIPEC to seek update from BHSCT on the utilisation of the Health Equality Framework	Closed
AP61	Co-chairs to provide update on current membership.	Closed
AP62	GMcK to forward the Learning Disabilities Recording Care Project Document to NI Collaborative members	Closed
AP63	EMcE to provide feedback on the Learning Disabilities Recording Care Project to the next EDoN meeting.	Open
AP64	OB to contact Leslie-Anne Newton re service user contribution to the NI Collaborative	Open
AP65	NIPEC to arrange meeting with CNO Office re the follow up on the NI Action Plan	Closed
AP66	EB to forward draft chairs agenda to LC and GF, Western H&SC Trust for the PD Forum in November 2019	Closed
AP67	Donna Morgan (DM), RK, OB and EB to meet to plan January 2020 PDF session.	Open
AP68	Regional Departmental Assurance Group Muckamore Abbey Hospital DoH to become a standing item on the NI Collaborative agenda	Closed
AP69	DM to organise a task and finish group with RNLD leads to take forward plans to influence and coordinate the regional commissioning of post registration programmes for RNLD's, (to cc NIPEC into correspondence)	Open
AP70	Education Commissioning task and finish group to provide feedback to the NI Collaborative	Open
AP71	EMcE to link with Siobhan McDonald and CNO Business Lead to discuss post registration commissioning of programmes for RNLD's.	Open
AP72	Post registration education commissioning to become a standing item on the NI Collaborative agenda	Closed

AP73	EB to forward draft Audit on the use of the Outcome Based Resource Pack for Learning Disabilities Nursing to members for agreement.	Closed
AP74	Results of the audit on the use of the Outcome Based Resource Pack to be discussed as part of the agenda of the June 2020 PD Forum.	Open
AP75	DMcA to lead discussions on the Health Equalities Framework to be discussed at next meeting	Open
AP76	NIPEC to arrange the production of Podcasts for web site with EMcE and OB	Open