

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

Meeting 2nd October 2018 @ 2pm
Meeting Room, NIPEC, Centre House,
79 Chichester Street, Belfast

Notes of Meeting

Present

Eileen McEaney, Northern Health & Social Care Trust (NHSCT) – Co Chair
Owen Barr, Ulster University (UU) – Co Chair
Frances Cannon, Project Lead (NIPEC)
Maurice Devine, Clinical Education Centre (CEC)
Angela McCallum attending for Donna Morgan (NHSCT)
Barbara Tate, South Eastern Health & Social Care Trust (SEHSCT)
Siobhan Rogan, Southern Health & Social Care Trust (SHSCT)
Lorraine Clarke, Western Health & Social Care Trust (WHSCT)
Glenda Frazer, Western Health & Social Care Trust (WHSCT)
Ronan McLaughlin attending for Jacqueline Boyd (WHSCT)
Lynne Marsh, Queens University Belfast (QUB)
Sarah Russell, 3rd Year Student, Queens University Belfast (QUB)
Briege Quinn, Public Health Agency (PHA)

Apologies

Donna Morgan, Northern Health & Social Care Trust (NHSCT)
Esther Rafferty, Belfast Health & Social Care Trust (BHSCT)
Sharon McRoberts, South Eastern Health & Social Care Trust (SEHSCT)
Paul Mills, South Eastern Health & Social Care Trust (SEHSCT)
Jacqueline Boyd, Western Health & Social Care Trust (WHSCT)
Rosaline Kelly, Royal College of Nursing (RCN)
Judy Brown, Four Season Health Care (FSHC Independent Sector representative)
Wendy McGregor, Regulation Quality and Improvement Authority (RQIA)
Deirdre McNamee, Public Health Agency (PHA)
Leslie-Anne Newton, ARC NI

1.	<p>Welcome and Introductions</p> <p>Owen welcomed everyone to the meeting and noted apologies as above.</p> <p>Owen welcomed Eileen McEneaney, Executive Director of Nursing (EDoN) NHSCT as the new Co-Chair of the group. Eileen introduced herself and highlighted that she viewed herself as having a specific role i.e. to link the work of the Collaborative into the EDoN Forums and to support the Collaborative in whatever way she could to help ensure RNLDs are connected into developments in the other fields of nursing.</p> <p>Owen also welcomed Sarah Russell 3rd year student nurse (learning disability) QUB Student Nurse as the student representative.</p>
2.	<p>Agree notes of previous meeting</p> <p>The notes of previous meeting 4th July 2018 were agreed as an accurate record.</p> <p>Briege Quinn asked that PBS should be included as an agenda item for this meeting stemming from discussions at the last meeting relating to Positive Behaviour Support.</p> <p>Positive Behaviour Support to be an agenda item.</p> <p>Actions Points 1-8 &14 arising from the last meeting were identified as closed Action Points 11-13 included as agenda item</p> <p>Matters arising</p> <p>Positive Behaviour Support (PBS) Briege reported that the PHA Positive Behaviour Support is a BILD accredited course and well regarded. The PHA is supporting RNLDs to complete the programme to become Coach's in practice to support colleagues to use PBS. The programme is a 4 days in total – 3 days initially and a follow up 4th day. Briege reported 20 places were commissioned, 19 places were accessed by RNLDs across the 5 HSCT. Unfortunately only 12 participants access/completed the 4th follow up day. Briege reported that the PHA has bid for funding to support the use of ECHO (conversations already with BHSCT) to facilitate staff to have access with the aim of developing a community of PBS practice. It was acknowledged that the BHSCT has already set up a separate network but the view is these could combine.</p> <p>Briege reported that the Deirdre McNamee had already sent out an email to colleagues to ascertain if participants who had not been able to access the 4th follow-up day wished to still avail of the day</p> <p>Professional Senate (Action Point 9 & 10) Owen asked if there had been any discussions in the HSC Trust regarding attending at the Professional Senate. Siobhan Rogan indicated she was progressing this with her Trust colleagues.</p>
3.	<p>NI Action Plan</p> <p>Agreed Collaborative Priorities Updates</p>

➤ **Outcomes Measurement Framework**

Since July there has been no more meetings of the sub-group to review the Outcomes Measurement Framework. Key messages and feedback from the subgroup to date were as follows:

- separate Outcomes Measurement Tools into categories 1. Children 2. Adult
- send out one last call for Outcomes Measurement Tools used in practice
- there have been some more submissions from the WHSCT.

It was agreed to:

1. Formerly launch the Outcomes Measurement Tool at the next RNLD Forum meeting on the 17th October 2018.
2. Owen asked for members to nominate themselves or colleagues to present an Outcomes Measurement Tool being used in their area of practice at the RNLD PD Forum event. Frances had sent a requesting same – there has been one response from SEHSCT re: Lunsers.

On the day of the RNLD PD Forum the Launch of the Outcomes Measurement Tool will include a short presentation:-

- Why it (the Outcomes Measurement Tool was developed)
- How it was developed
- What has been developed
- Give time to review – time to feedback
- Implementation – Table Mat exercise Challenges – Solutions.

Action Point: AP15:

Owen urged colleagues to identify RNLDs in Practice who could put themselves forward to present Outcomes Measurement tools used in practice.

Action Point: AP16:

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.

➤ **KPIs**

Owen highlighted that there was a Celebration Event 17th October 2018 of regional KPIs and he had agreed to present RNLD KPI and “story thus far” of the development and pilot of the RNLD KPI – relating to Public Health /Health Improvement. To ensure a link to practice it was agreed to seek a nomination from practice via the Collaborative members to present alongside Owen.

Action Point: AP17:

Lorraine Clarke agreed she would identify someone from WHSCT who will present alongside Owen.

➤ **NIPEC/RCN Professional Development Learning Disability Nursing Forum 18 Months On - Evaluation**

Frances reported that the next RNLD PD Forum meeting on the 17th October 2018 Would be held in the Great Hall, Downshire Hospital site. Nicki Patterson EDON will be in attendance and will welcome everyone to the event. The main agenda item will be the launch of the Outcomes Measurement resource. It is anticipated this will be an on-line resource available on the NIPEC website. It was recognised that it needs to be kept under review and updated as new tools and outcomes measurements come on line.

	<p>It was also agreed that it is timely to undertake an Evaluation - 18month On of the RNLD PD Forum. The Forum has met 5 times in 18 months and it is appropriate to gauge if it meets the needs of the people who attend.</p> <p>The Evaluation will aim to do a sense check and ask questions relating to relevance/ duration/ relevance of Topics. This will be done through a questionnaire on the day and use of survey monkey.</p> <p>Owen stressed that we need to get RNLDs to take ownership of the agenda of the Forum as currently it is driven by senior staff. There is real need to build capacity and begin to think about succession planning.</p> <p>Action Point: AP18 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.</p>
4.	<p>Priorities NI Collaborative 2018-2019 (proposed approach) Update</p> <ul style="list-style-type: none"> • Risk assessment • Safeguarding • Managing Challenging Behaviour <p>Frances updated the group that her focus in NIPEC is moving to the Future Nurse/Future Midwife Project and through an interview process a Professional Officer has been appointed. This person will as soon as she arrives in NIPEC be driving forward the priorities of the Collaborative for 2018-2019. However, Frances will remain the responsible Senior Professional Officer for the work in NIPEC.</p> <p>In regards to the Collaborative priorities it is anticipated this will be three workshops on the above areas to identify good practice and to allow organisation to develop local action plans to address identified need in their areas/organisations. There was much discussion as to how best to take the actions forward and although there was a consensus that this should be done through workshop/s, it was felt there needs to be more in-depth discussion to agree the aim of the workshop/s. It was agreed that the first workshop should focus on Positive Behaviour Support mindful of feedback Briege had given regarding uptake of follow-up days specifically commissioned for participants who had undertaken the Positive Behaviour Support training the Trainers Programme.</p> <p>Action Point: AP19: Frances to set up a teleconference for a Collaborative subgroup to have further discussion regarding the workshop/s including Siobhan Rogan, Lorraine Clarke, Barbara Tate, Angela McCallum, Owen Barr, Maurice Devine, Deirdre McNamee, and Rhona Brennan</p>
5.	<p>UK Steering Group</p> <p>Maurice reported that there has been no meeting of the UK Steering Group. However there is a meeting of the four CNOs in two weeks' time. Maurice reported that there seems to be a sense that the UK STC has run its course in the other countries (particularly England). Scotland has secured funding to take forward a four country piece relating to:</p>

	<ul style="list-style-type: none"> • Working across the life span, • Leadership, • Public Health • High quality interventions
6.	<p>Feedback from LIDNAN</p> <p>Lynne Marsh reported that the last meeting of LIDNAN was July 2018. The LIDNAN Group have prepared a document which reflects the table discussion and proposed actions from the Learning Disability Nurse Education Summit on 31st July 2018. The Summit identified the current difficulties in recruiting to student nurse in RNLD education programmes, the national shortage of RNLDs and the need for a career framework for RNLD practice.</p> <p>The focus of the event was to develop an action plan, with a clear focus on the need for action to address the current issues facing the RNLD workforce and ultimately the availability of RNLDs to work with people with learning disabilities, their families and carers, to reduce health inequalities and premature mortality. The action plan provides a summary of the discussions from the day and recommendations to address the current workforce challenges.</p> <p>Action Point: AP20: Lynne to share with Frances to disseminate with the Collaborative who were invited to provide commentary before October 5th.</p>
7	<p>Recording Care – Update</p> <p>At the last meeting it was agreed that feedback should be sent to Frances by the 1st September. Frances reported that to date nothing had been received. Frances provided an update from Angela Reed, Senior Professional Officer, NIPEC. Currently the Professional Officer who has leading the work has moved so NIPEC has no capacity currently to take forward work associate with the RNLD Nursing assessment documentation as part of the Recording Care Project. However, this post is gone out to recruitment and the plan is that the appointed person will pick up the work in due course. Some colleagues in the Collaborative reported that they were using the documentation and found it very lengthy.</p> <p>Briege Quinn highlighted that the DoH had required Mental Health colleagues to incorporate Risk Assessment aligned to PQC in the Mental Health Documentation and queried if this has been the same for Learning Disabilities Documentation.</p> <p>Action Point: AP21 Frances to check with Angela Reed if this was a request by the DoH in relation to the development of the Learning Disabilities Recording Care Documentation</p>
8	<p>AOB</p> <p>Education Commissioning 2019-2020 and Key priority areas</p> <p>Owen highlighted the need for the five HSC Learning Disabilities Professional Leads to work together to identify their educational priorities to help ensure enough places are commissioned and programmes remain viable. Eileen agreed to raise the profile with</p>

	<p>EDoN regarding commissioning of programmes for the RNLD workforce. Maurice reported the Clinical Education Centre (CEC) Education Delivery Plans are currently out with the HSC Trusts. Maurice highlighted that this was an opportunity for service to tell CEC what Education Programmes are required for the incoming year.</p> <p>Guidelines on Caring for People with a Learning Disability in General Hospital Settings</p> <p>Briege highlighted that the Guidelines on Caring for People with a Learning Disability in General Hospital Settings, Revised June 2018 would be available from next week on the RQIA website.</p> <p>An E-learning tool has been also developed alongside the revised Guideline and can be accessed by: employees of any of the HSC Trusts, via the Regional Learning Portal http://www.hsclearning.com (To log on these staff will need to use or obtain the username and password provided by their HSC Trust).</p> <p>Individuals who are not employed within the HSC Trusts, can be provided with access by applying through the e-learning section of the HSC Clinical Education Centre website http://cec.hscni.net/Courses/Unit/6</p> <p>NMC Pre-registration Education Standards</p> <p>Owen reported that the NMC are due to be in Belfast tomorrow regarding implementation of the new education standards.</p> <p>Launch of the NMC Future Nurse Standards</p> <p>Owen also highlighted to the Collaborative members that the Launch of the Future Nurse Standards was planned for the 25th October in the Long Gallery Stormont (by invitation only)</p>
9.	<p>Dates and times next meetings:</p> <p><i>Thursday 17th January 2019 @ 2.00pm - Meeting Room, NIPEC, Centre House, 79 Chichester Street, Belfast.</i></p>

	Details of Action	Actioned Completed
AP1	Owen Barr as Chair of the Collaborative to formally write to the 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.	Open
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	Collaborative members to discuss within their respective organisations to gauge if attendance would be supported locally.	
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.	
AP13	Recording Care should be included as an agenda item at the next Collaborative meeting	Closed

	Details of Action	Actioned Completed
AP14	RE: RCN Learning Disability National Forum-Rosaline to send link for dissemination to Collaborative members.	Closed
AP15	Owen urged colleagues to identify RNLDs in Practice who could put themselves forward to present Outcomes Measurement tools used in practice.	
AP16	Angela McCallum agreed she would check if any RNLD colleagues in the NHSCT would present and get back to Glenda Frazer agreed to present the DISDAT tool at the RNLD Forum event.	
AP17	Lorraine Clarke agreed she would identify someone from WHSCT who will present alongside Owen.	
AP18	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.	
AP19	Frances to set up a teleconference for a Collaborative subgroup to have further discussion regarding the workshop/s including Siobhan Rogan, Lorraine Clarke, Barbara Tate, Angela McCallum, Owen Barr, Maurice Devine, Deirdre McNamee and Rhona Brennan	
AP20	Lynne to share with Frances to disseminate with the Collaborative who were invited to provide commentary before October 5th.	
AP21	Frances to check with Angela Reed if this was a request by the DoH in relation to the development of the Learning Disabilities Recording Care Documentation	