

**NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL
FOR NURSING AND MIDWIFERY**

**PROJECT STEERING GROUP MEETING
REGIONAL CAREER PATHWAY GOVERNANCE GROUP**

Thursday 6 December 2018 at 10.00am

Attendance

Nicki Patterson, SEHSCT (Chair)	NP
Rita Devlin, RCN	RD
Cathy McCusker, NIPEC (Project Lead)	CMcC

Teleconference

Dawn Ferguson, Southern HSC Trust	DF
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Apologies

Deirdre Cunningham, CEC
 Heather Finlay, DoH
 Donna Gallagher, Open University
 Dr Kevin Gormley, QUB
 Hilary Maguire, Hospices
 Brendan McGrath, Western HSC Trust

Marion Ritchie, UNISON

Draft Action Notes

Item No	Notes	Action by
1	Welcome Due to a number of late apologies it was not possible to reschedule the meeting so Nicki agreed to hold the meeting to receive an update on progress regarding the nursing and midwifery careers website.	
2	Apologies Noted as above.	
3	Action Notes of Previous Meeting 22 June 2018 Action notes agreed.	

<p>4</p>	<p>Matters Arising</p> <p>Cathy advised that the following website updates had been made</p> <ul style="list-style-type: none"> • Sally Convery’s profile, Medicines Management Specialist Nurse • Letter sent to Gavin Boyd Education Authority to promote the website with school age children. It was suggested that Cathy liaise with Karen Patterson to see if Careers Website was promoted at the most recent HSC careers fair for post-primary schools and request that this be included for all future careers fairs. • Donna has confirmed that OU will have a link to the home page of the website on OU website. Cathy to confirm if this completed for QUB and Ulster. • Cathy has removed photo with nurse wearing under- armour under uniform scrubs; replaced with a photo supplied by Connie Mitchell photo. • Regional HR recruitment advised that they have a guide on how to complete an application form on the HSC recruit website so there was no need to develop a top tips document. • Heather Finlay to provide Cathy with text for the Return to Practice section: <ul style="list-style-type: none"> ○ re “fees are paid” ○ if it includes uniform Heather to confirm if she has spoken with Andrew Dawson about inclusion of the website in the HSC Workforce Strategy. • Dawn Ferguson confirmed that she had got SHSCT to include the Nursing and Midwifery Careers website on the Trust intranet. Cathy to ask other HSC Trust representatives to undertake this if not already done so. 	<p>CMcC</p> <p>CMcC</p> <p>HF</p> <p>HF</p> <p>CMcC/Trust Workforce Leads Belfast, Northern, South Eastern, Western</p>
<p>7.</p>	<p>Planned/Possible Website Updates</p> <p>Clinical Practice Pathway webpage</p> <p>Cathy advised that the Clinical Practice career pathway including Specialist Advanced and Consultant Nurse and Midwife roles is now live on Department of Health website.</p>	<p>CMcC</p>

<p>Cathy to provide a link to this site and update the text on the clinical career pathway web page http://www.nursingandmidwiferycareersni.hscni.net/career-pathways/clinical-practice/</p> <p>Nursing Assistant Cathy advised that the development of this microsite is almost complete, chaired by Clare Marie Dickson South Eastern Trust. It was agreed that once the site was complete the link would be emailed to this Steering Group for approval to be placed on the nursing and midwifery careers website. It was agreed that actual ward names or numbers were not necessary on the website; this had been raised as a concern by one of the Nursing Assistant Sub-Group members. Cathy advised that she would check if the new Nursing Assistants microsite could be launched at NIPEC’s annual conference on 6 March 2019.</p> <p>General Practice Nursing The development of a microsite for General Practice Nursing is underway.</p> <p>Valuing Diversity Cathy updated the Group re the Valuing Diversity piece of work which included Men in Nursing. Nicky advised that it would be important to promote Section 75 categories on the nursing and midwifery careers website which would include men and women across all the categories.</p> <p>It was suggested that consideration be given to develop a section on the website promoting non-traditional settings for example Nurses working in Social Care, Prison Health Care, and Occupational Health and Public Health roles. It was also suggested to include the new opportunities for Graduates in Nursing.</p> <p>Transformation – Career Pathway Opportunities Bring this forward to the next meeting in June 2019.</p> <p>Additional updates The website design company, Aurion, are updating the website to allow visitors to the site opportunities to share pages via social media. They will also add “I am not a robot capatcha key” to be added to the feedback forms to prevent onslaught of spam mail.</p>	CMcC
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8.	Website Statistics <p>The website statistics were discussed with the Group; there was an increase of 375 hits from the same period last year and an increase of 142 individual visits.</p>	
	AoB Promotion at RCN Congress <p>Cathy to liaise with Moira Mannion to see if the website could be promoted at the next RCN Congress in Liverpool, May 2019.</p> Seek feedback to help Improve the Website <p>Cathy to seek Universities and HSC Trusts to set up focus groups in order to gain feedback in advance of the June meeting with suggestions to further enhance the website:</p> <ul style="list-style-type: none"> • Ulster, Queen’s and Open University to seek feedback from their students • SHSCT to seek feedback from post-primary school children at one of their career’s events. <p>The questions to be asked are:</p> <ol style="list-style-type: none"> 1. What is good about the website? <ul style="list-style-type: none"> - Content, ease of navigation, information, sections 2. What would you improve on the website? <ul style="list-style-type: none"> - Content, ease of navigation, information, sections 3. What extra should be on the website? <ul style="list-style-type: none"> - Content, ease of navigation, information, sections <p>Information to be fed-back at June meeting.</p>	CMcC
9.	Date and Time of Next Meeting <p>Cathy to get a date in June for the next meeting and circulate to all members.</p>	CMcC