

# ***Supervision: A Northern Ireland Framework for Nursing and Midwifery***

## ***Programme Board***

**Wednesday 22 March 2017 14:00-16:00 hrs**

Meeting Room, NIPEC, Centre House, Belfast BT1 4JE

### **ACTION NOTES OF MEETING**

**Present:**

Angela McLernon, Chief Executive, NIPEC, (Chair)	AMcL
Eileen McEaney, Executive Director of Nursing, NHSCT	EMcE
Brigid McKeown, LSAMO, PHA	BMcK
Verena Wallace, Midwifery Officer, DoH	VW
Fiona Bradley, Senior Education Manager, CEC	FB
Sharon McRoberts, Assistant Director of Nursing, SEHSCT	SMcR
Mary-Frances McManus, Nursing Officer, DoH	MMcM
Ethel Rodrigues, Professional Officer (Education) Unite the Union	ER
Angela Reed, Senior Professional Officer, NIPEC (Project Lead)	AR
Karen Murray, Senior Professional Officer, (NIPEC)	KM

**Apologies:**

- Nicki Patterson, Executive Director of Nursing, SEHSCT
- Garrett Martin, Deputy Director, RCN
- Heather Finlay, Nursing Officer, DoH
- Una Turbitt, Assistant Director of Public Health, PHA
- Patricia McStay, Head of Midwifery, SHSCT
- Breedagh Hughes, Director, RCM
- Gail Anderson, Lecturer, QUB

<b>Agenda item</b>	<b>Action to be taken</b>	<b>Action by</b>
<b>1</b>	<b>Welcome, apologies</b> AMcL welcomed everyone to the third meeting of the Programme Board. Apologies noted as above.	
<b>2</b>	<b>Notes of the last meeting 21 December 2016</b> Abbreviation error noted throughout document for LSAMO – to be amended. In addition wording relating to the S60 legislative change to the Nursing and Midwifery Order 2001 around Supervision of Midwives was offered by VW.	
<b>3</b>	<b>Matters Arising</b> <b>3.1 HR Representation</b> NP had raised the need for suitable representation on Programme Board at the HR Director’s Forum in January 2017 and Damian McAllister (BHSCT) agreed to forward membership. To date no confirmation had been received.	<b>AR to email D McAllister and offer briefing to new member</b>

	<p>AR to follow-up with email and provide a briefing to the new member.</p> <p><b>3.2 PPI Involvement</b></p> <p>Agreed to be kept on the agenda and under review by each sub-group. In addition, discussion was taken forward later in the meeting at agenda item 5 – workshop outline.</p> <p><b>3.3 Letter from DoH: Midwifery Supervision</b></p> <p>VW informed the meeting that a letter had been sent from DoH to HSC organisations advising of the arrangements for midwifery supervision following 31<sup>st</sup> March 2017. Appreciation for the work of the PHA in supporting statutory midwifery supervision through the LSAMO had also been included in the letter. The letter had attached an interim holding position until the wider supervision framework was in place. The DoH is to update their website page with updated links on supervision, as is NIPEC.</p>	
<p><b>4</b></p>	<p><b>Chairs Meeting</b></p> <p>AR provided an update on the Chairs Meeting held 13 January 2017. Broad agreement had been reached on the areas for inclusion in a supervision framework and a template had been circulated for consideration. It was agreed that this document could help guide thinking for further work.</p>	
<p><b>5</b></p>	<p><b>Sub-Group Updates</b></p> <p><b>5.1 Midwifery</b></p> <p>KM reported that the Midwifery Supervision Task and Finish Group had met recently to discuss the interim model outlined in the letter from the DoH. LSA website hosted by NIPEC to be archived with PRONI from April 2017. Evaluation report to be submitted to CNO July/August time. BMcK stated that the final transition database has been collated and tabled to the sub-group meeting. . VW said that debate was taking place in relation to a four country evaluation of proposed models by Prof Mary Renfrew and Cathy Warwick RCM regarding the change across UK. VW to update future meetings as necessary. A discussion took place in relation to the difficulty of evaluating supervision as a process and also the impact of supervision – as a standalone factor influencing patient care. AR mentioned the work previously undertaken by NIPEC to evaluate nursing supervision – AR to provide questions to UT and KM.</p> <p><b>5.2 Nursing</b></p> <p>SMcR provided feedback from the Nursing Sub-Group. Student nomination from QUB had been provided and members were waiting for Ulster to respond also. In addition, practice nursing had provided a representative via the PHA. Work that had been taken forward over two meetings included:</p> <ul style="list-style-type: none"> <li>• Review of policies and data collection methods across organisations including independent and voluntary sector. This had revealed most organisations adhering to a revised policy version of that which had</li> </ul>	<p><b>AR to provide nursing supervision evaluation questions to UT and KM.</b></p>

been developed by NIPEC in 2008. Data collection was via a range of methods including electronic and paper based methods. Some work was being taken forward to enable capture of data via HRPTS in collaboration with BSO ITS.

- Blog boards had been hosted in clinical areas across the five trusts and Four Seasons homes. Themes being returned suggested a lack of understanding of purpose of supervision, lack of preparation for supervision, concerns relating to confidentiality and record keeping, supervision not valued by nurses and lack of positive role modelling. Time, staffing levels, multiple approaches, quality of supervision processes and preparation of supervisors were also mentioned as barriers. Elinor Welch and AR were working through a literature review which had been influenced by the midwifery literature review undertaken in 2015.

### **5.3 Safeguarding**

UT had provided AR with the safeguarding sub-group report. A template had been developed by the PHA to enable monitoring of processes and practice. The sub group had been divided in terms of membership into those who would be working with staff at an operational level and those in other areas of practice who would act as critical friends for review of work. Terms of reference had been applied accordingly. Scoping exercise out and to be returned by end of April. Emily Roberts, PHA was working with Una to progress this work. In addition the sub group had populated the template agreed by the Chairs in January 2017 with definitions.

#### *Workshop Outline*

At that point in the meeting AR tabled a Briefing Paper which detailed proposals for a Workshop for discussion and agreement. AR outlined the Aim and purpose of the Workshop and draft outline for the day. Delegates for the workshop would come directly from the membership of the three Sub Groups and Programme Board to ensure consistency and understanding. Outcomes from the day were identified as a. definition, b. standards, c. processes, d. learning and development e. risk based decision support tool and f. evaluation approach. Facilitation was explained and next steps following the workshop regarding a model to be worked up for small scale early testing in each Trust.

Members discussed the briefing paper in detail being broadly in agreement with the Workshop format. It was agreed to stand down the scheduled meeting 3 May 2017.

Suggestions and amendments to the briefing paper included:

- Production of the nursing supervision literature review in time for Workshop
- Removal of the word 'risk' – change to Decision Support Tool
- PPI discussed – purpose of inviting involvement from service users

**KM to share 4**



