

Minutes of the Meeting of the Steering Committee for the Policy for Graduate, Specialist and Advanced Nursing/Midwifery Practice
21th June 2017, 10th Floor Conference Room, Department of Health 10.00am

Meeting called by:	Dr. Anne-Marie Ryan (AMR)	Type of meeting: Meeting of the Steering Committee to oversee the demonstration projects for the interim policy for graduate, specialist and advanced nursing and midwifery practice.
Attendees:	Dr Siobhan O'Halloran (SOH), Mr Richard Walsh (RW), Ms Mary Walshe (MWa), Ms Bridie O'Sullivan (BOS), Mr Robert Kidd (RK), Ms Anne Lawlor (AL), Ms Karolina Farrell (KF), Mr Michael Murray (MM), Ms Mary Doolan (MD), Ms Mary Wynne (MWy), Ms Maria O'Grady (MOG), Ms Patricia Lee (PL), Mr Mervyn Taylor (MT), Ms Elizabeth Adams (EA), Mr Mary Casey (MC), Ms Tanya King (TK), Ms Alessandra Fantini (AF), Mr Martina Queally (MQ), Ms Sinead Fitzpatrick (SF), Ms Aishling Culhane (AC)	
Teleconference:	None	
Apologies:	Ms Angela Fitzgerald, Mr Georgina Bassett, Mr Paul Boyle, Mr David Slevin, Ms Marie Dempsey, Ms Sorcha Murray	
Agenda Item	Whom	Notes
1. Welcome and Introduction	AMR + Group	New members were welcomed and all introduced themselves.
2. Minutes of the Meeting	Group	The Minutes of 26 May 2017 were adopted.
3. Overview of Project Plan	AMR	AMR gave an over-view of the project plan. She indicated that one of the tasks is the selection of the demonstrator sites. TK asked if there would be a call for applications from nurses. AMR confirmed that proposed criteria have been prepared and steps involved identified. The project plan was agreed.
5. Governance and Membership of Working Groups and ToR	Group	<p>AMR gave an outline of the Governance arrangement and the membership of the working groups was discussed. In particular, she confirmed that an interim report would be prepared by end of 2017 and it would be decided on the submission of a report in December 2018 if the programme would be expanded to 2020.</p> <p>With regard to the Governance working group, AMR confirmed that the work of the sub-group would largely relate to operationalisation of governance including management referral pathways while the Steering group would concerns itself with broader governance issues. MWy suggested that this should fall under the services working group. AMR confirmed that the group responsibility for this matter would be tasked with preparing a chapter on national governance. Following discussion it was agreed to merge the two groups and MT suggested that it would be called the Service Implementation and Clinical Governance Group and this was agreed to. EA expressed a concern that problems might arise if the Steering Group delegates too much of its work to the sub groups who may take a different approach to that which the steering group would take. The advisory role of the working groups was reiterated with decision making remaining in the Steering Group.</p>

5. Governance and Membership of Working Groups and ToR	Group	<p>With regard to the Regulation sub-group, AMR confirmed that this group is to assist and not undermine any of the work that the NMBI is currently doing. Ms Doolan confirmed that work in relation to credentialing has commenced and is a very large project. She confirmed that anyone on the ANP pathway will not be impacted by any changes proposed. It was agreed that Elizabeth Adams, Mary Casey, Richard Walsh, Tanya King or Georgina Bassett and a nominee from ONMSD would comprise this committee.</p> <p>With regard to the Evaluation Working Group, it was noted that this group does not need to be filled at this point but people will need to be assigned to this working group at a future date.</p> <p>The terms of reference for all working groups were agreed with the terms of reference for the Governance working group merging with the term of reference for the services working group and the name of the working group renamed as indicated above. Suggestions were sought, by email, of interest of membership from the Steering Committee membership to the working groups as agreed.</p>
6. Update on the Tender for the education programme	ONMSD	<p>MWY confirmed that a tender has been issued for the educational programme with a deadline of 4th July. MD confirmed that an extraordinary Board Meeting will be called during August to evaluate the winning programme with a view to commencing the programme in Autumn 2017.</p>
7. Criteria for selection of Demonstrator Sites	Group	<p>AMR outlined the approach to the selection of demonstration sites. BOS asked if hospital groups would be considered. AMR confirmed that they would if it can be shown that across a group, the outcomes required could be achieved. MT suggested adding “user experience and user engagement” to the criteria. In that regard, it is important that a risk adverse approach is challenged. MWY asuggested that “willing to supervise and support” be added to the criteria.</p> <p>MC wondered if there would be a time lag between the selection of the sites and the selection of the students. BOS said that she said that the sites would be planning for both. It was agreed to develop the criteria further in advance of the next meeting. MWY agreed to assist AMR.</p>
8. Data available to assist decision making	Group	<p>AMR confirmed that all sites should have local access to data to support the statements in their applications. AMR said that the hospital waiting lists would be examined to ensure that the figures are accurate. RK said that hospital lists can be very complex so it might not be easy to demonstrate nursing impact on the collection of data to demonstrate the impact of nursing would need to be explored.</p>

9. Communications	AMR	AMR confirmed that there will be an outline of this to the Committee in the next issue of the CNO's Office Newsletter and this will be shared at the next meeting.
10. AOB	Group	None
11. Date of next meeting	Group	12 July 2017
Actions		
Item		Assigned to
WSE to process tender for the education programme so that the programme can commence in Autumn 2017.		HSE
Complete the conflict of interest forms.		Group
Amend selection criteria based on feedback received at this meeting		CNO's Office
Amend the Working Groups based on the outcome of the discussion at the meeting		CNO's Office