

**Minutes of the Meeting of the Steering Committee for the Policy for Graduate, Specialist and Advanced Nursing/Midwifery Practice
21st September 2018, Room 6.31, Department of Health 10.00am**

Meeting called by:	Siobhan O'Halloran	Type of meeting: Meeting of the Steering Committee in relation to graduate, specialist and advanced nursing and midwifery practice.
Attendees:	Berneen Laycock(BL), Mary Frances O Reilly(MFOR), Jonathan Drennan (JD), Anne-Marie Brady (AMB), Aine Lynch (AL), Mary Casey (MC),Kevin Figgis (KF), Tanya King (TK), Niamh Rohan (NR)	
Teleconference:	Aisling Culhane (AC), Steve Pittman (SP), Richard Walsh (RW)	
Apologies:	Bridie O Sullivan, Mary Wynne, Judith Foley, John McCamley, Martina Queally, Mary Gillespie, Patricia Lee, Marie O'Grady, Marie Dempsey	

Agenda Item	Whom	Notes
Welcome	SOH	SOH welcomed those attending this meeting and those who joined the meeting by teleconference. Apologies were noted. SOH thanked departed board member AMR for her work on this policy and wished her well in her new position within the NMBI.
Minutes of the meeting 17 th May 2018	Group	The minutes from the last meeting were adopted and actions from the meeting were completed. BL will liaise with BOS in relation to action 3.
Overview of the project plan and work packages	MOR	MF provided an overview of the timelines and workstreams and provided an update on the progress of the Policy. MF advised that she had been liaising with all involved including the HEI and timelines have been met. MOR advised the tender for the evaluation has been awarded to University College Cork, Trinity College Dublin and McMaster University. MF advised that in terms of Integration links have been established with the Clinical Programmes, meetings have been held with the support of the NMPDU, these meetings are scheduled to continue until Autumn.
Update on backfilling of posts (2017 & 2018intake)		SOH enquired about the number of candidate ANPs in post for 2017 and 2018 the position in relation to the funding and backfilling of these posts. MOR and BL will follow-up in relation confirming candidates are in post, dates of posts filled including backfilling.
Update from the NMBI	NR	NR advised that the closing date for portfolio submissions for registration as Advanced Nurse Practitioner is 24 th September 2018. In relation to the accreditation system this work is ongoing. BL will write to the NMBI in relation to providing an update of the process to date and the timelines/process for the accreditation system to be put in place.
Update in relation to education	MFOR	MFOR provided an update in relation to the 2 nd year candidates, with the second cohort beginning their Programme. The Programme will ensure all candidates' development needs are met. There was a discussion around the education requirements including the LIG supporting and endorsing of mentoring, especially in the new sites.
Data Collection Systems	SOH	SOH advised that although Data Collection Systems are in place additional data is required. In relation to this SOH held a workshop to scope the possibilities going forward. This group had representatives from with experience of the available health IT systems and data collection methods (DoH, HSE, Indep. evaluations team, Statisticians, Ms Christine Duffield, Nursing representative, SNOMED,). SOH delivered a presentation that was given at this meeting outlining the objectives of the policy. A smaller sub group will be established with BL to chair to investigate the possibilities further. It was agreed that MF, RW and MC from the steering committee would be member of this sub-group.

Update on job description	MFOR	Finalized Job description for ANPc and RANP approved and on ONMSD website. Job description for AMPc and RAMP currently being finalized.
Update on data collection/evaluation	JD and AMB	JD delivered a presentation on the evaluation process included in the presentation were the Aims, Objectives, Research Design, Work Packages, Evaluation Framework (PEPPA (Plus)). JD also explained the process of the evaluation. There was a discussion around the evaluation study including data will be collected from cANP and ANP parallel. JD outlined the process for Ethics approval and timeframes he also outlined the communications plans with the ANPs. JD envisages having some preliminary data in a month or two. AMB will arrange to meet with MFOR to work out timeframes.
Development of the Criteria for Registration for Clinical Nurse Specialists (CNS)	SOH	<p>There was a discussion on the Development of the (CNS), an agreement was reached that that a sub group of this Steering Committee (SC) would be set up to review and report back to the SC. This subgroup would be chaired by BL. It will examine areas such as eligibility criteria, legislative requirements, and potential for annotation. SOH asked for volunteers to join. MF, AC, KF, SP and AL all agreed to join. BL will send a background grid which outline roles of ANP/CNS to the sub group. Carmel Buckley from the ONMSD will also join the group.</p> <p>There was a general discussion around the career pathways of nursing and midwifery, international work being done and the role of the Health Care Assistant</p>
Commissioning of Posts	SOH	SOH outlined that after discussions with the HSE, further allocation of posts would be based on a commissioning model. However SOH had been included in the estimates.
Publication of Policy and arrangements for transfer to the HSE	SOH	SOH outlined the next steps in relation to making recommendations, finalizing and publishing the report. SOH outlined that this will be completed as soon as possible and transferred to the HSE.
Date of next meeting	Group	To be called by Chair when appropriate

Actions

Unit/Person Responsible	Action
BL	To follow up in relation to action: (AMR + BOS -To follow up on not receiving NSP quotes from hospital groups)
BL	To chair a sub group to CNS
BL	BL to corresponded with the NMBI regarding the accreditation system
	BL to chair and a group on Data Collection System, this will include members