

Minutes of Education & Practice Development Group

Monday 13 March 2023
10:00am – 3:00pm

Seminar Room 1, Education Centre, Glenfield Hospital, Leicester

Present:

Judith Foxon (JF), Deputy Lead Nurse (Education & Workforce), EMNODN (Chair)
Charlotte Dolby (CD), Education & Clinical Effectiveness Nurse, EMNODN
Katie Seaton (KS), Education & Practice Development Sister, UHL
Rachel Shephard, (RS) Senior Neonatal Educator, UHDB
Susanna Woodhouse (SW), Neonatal Educator, UHDB
Kathryn Price (KP), Practice Development Nurse, NGH
Sasha Coleman (SC), Clinical Educator, NGH
Sindhu Sajan (SS), Practice Development Nurse, KGH
Sally Shipley (SaS), Practice Development Nurse, UHDB
Alison Robinson (AR), Practice Development Nurse, CenTre Transport
Heather Cutts (HC), Practice Development Nurse, NUH

	Subject	Attachment	Action
1.	<p>Welcome, Introductions & Apologies. Welcome to Susanna who has joined the education team at UHDB and to Heather who has joined the education team at NUH.</p> <p>Apologies received from Lucy Johnson (HEE), Susan Chisela, Anjali Sood, Hayley Gatens, Donghong Langley, Steph McGarry, Lynsey Lord, Shaun Edwards, Ellen Cutler.</p>		
2.	<p>Declarations of Interest There were no declarations of interest.</p>		
3.	<p>Minutes from the Previous Meeting The minutes from the previous meeting were accepted as an accurate record of proceedings.</p>	A	
4.	<p>Actions & Matters Arising 4.1 Recommendations for Ratio of Educators to Staff JF provided an update on National Education & Workforce. JF discussed the completion of a gap analysis for education and governance. National Education and workforce leads are currently developing recommendations for 'quality roles' in Neonates, including Educators. Proposal that neonates adopt the 1WTE to 50 Headcount of staff recommendations that are used for paediatrics.</p> <p>Quality roles and additional education hours have now been allocated with the network and roles should be coming out shortly if</p>		

	<p>not already in the local units for these positions.</p> <p>4.2 Educator Meetings Plan for 2023 Plan shared and agreed:</p> <ul style="list-style-type: none"> • Face to face full day x2 per year. Morning would be 'business' meeting and afternoon would be for professional development to be agreed. • Face to face half day x1 per year (Venue availability dependent) • Virtual meeting via Teams x1 per year. <p>4.3 TOR The TOR have been updated and circulated.</p>	<u>B</u>	
5.	<p>National & Regional & HEE Update</p> <p>5.1 NCCR Funding National funding has been allocated to some units to increase establishment for nurses providing direct patient care.</p> <p>A much smaller amount of funding will be released 2023/2024 to support 'quality' roles e.g., Educators, Governance, Family Care. The amount allocated for the whole country was £9m but the money may be redirected to other priorities (e.g. Ockenden). JF has worked on the gap analysis for these roles, funding should now be allocated and job advertisements should go out soon, if not already within the local units.</p> <p>Ockenden Funding Additional funding has been allocated to support recruitment of additional neonatal staff such as, AHPs, Psychologists, Medical staff and ANNPs at local Trust level. Plans have been agreed locally with Trusts and posts are being advertised.</p> <p>5.2 HEE Update</p> <p>HEE Innovation Funding The ODN has been awarded money to support training and development of neonatal staff and will include:</p> <ul style="list-style-type: none"> • AHP training • Nurse Leadership • Compassion focussed techniques • Psychology training <p>Some of the training, such as FINE training and Therapies in Action, will be offered to nurses and medical staff as well as AHPs so that unit-based staff gain insight and some foundation knowledge and understanding into these roles.</p> <p>Anyone attending the courses will be expected to feedback. It is a stipulation of the funding award that we provide a report at regular intervals.</p>		

HEE Neonatal Workforce Projects

HEE have established several groups to look at different ways to improve recruitment into neonates and QIS training;

- Standardising QIS training across the country
- Pre-reg training that might encourage nurses to apply to neonates on qualifying.

Further information and an update from this will be provided in our next meeting, following the HEE QIS group meetings.

HEE STAR Workshops

HEE have held 2 STAR workshops to look at ideas for developing and optimising the neonatal workforce. Ideas will be prioritised for project work.

HEE Webinar March 2023

A Webinar was hosted by HEE showcasing the neonatal workforce and roles in the neonatal services. Presentations included those from ODN lead nurses, a Nursing Associate on her journey to qualified NA, QIS higher education provider, Advanced Nurse Practitioners, and AHPS showcasing their roles and work within the neonatal service. Many of these presentations were by East Midlands staff. Thank you to Charlotte Dolby who did a great presentation on her Neonatal career to date.

This Webinar was recorded and is available for those which to watch it.

5.3 ODN Update - Neonatal Career Pathway

As a part of the ODN Education & Workforce Strategy we're developing a Neonatal Career Pathway which will describe how staff can move through the career pathway from non-registered roles to registered nurse to QIS etc.

SC and CD have started to look at competences for Band 5 nurses pre-QIS. The purpose of a competency document will be to provide nurses working towards QIS with the evidence that they have the skills to safely care for some high dependency babies. Previously we have looked at the pan-London document and you have all commented on it. It was felt that this document was too big and needed to be broken down into more manageable parts. The pre-QIS competency document would be aligned with the Foundations competency document.

CD and KF have reviewed the comments made by all on the Pre QIS draft document and are now looking to incorporate the foundations booklet and Pre- QIS booklet in one booklet, to support continued development and a provide a clear pathway of progression within the neonatal service.

SE, SC and CD have previously arranged a meeting and SE kindly shared the resources used on the HDU module to assist in the

	<p>development of the Pre QIS competency document that aligns with QIS competences.</p> <p>Once the document has been completed to incorporate the foundation booklet this will be sent out again to SE and EC for comments. The document will also be sent to the Network educators for comments.</p>		
6.	<p>University/HEI Update</p> <p>6.1 NTU No update available</p> <p>6.2 DMU SE provided an update via email:</p> <p>The Course is currently delivered as a hybrid model- 50% online and 50% face to face. However, this may change to increase face to face teaching and encourage better participation - further information on this will be discussed during the next meeting.</p>		SE
7.	<p>QIS</p> <p>7.1 QIS TNA & Trajectories for Achieving National Recommendations</p> <p>As previously discussed, almost all the EM units fall below the national recommendations for 70% of nurses to be QIS.</p> <p>Educators suggested they have enough funded places to be able to put staff on the QIS course and were doing so following the Foundations Course where appropriate.</p> <p>For those, experienced nurses who do not wish to undertake QIS currently, once the new competency document is complete this maybe used to support evidence of their development, and career pathway.</p> <p>On completion of the Foundations the students have 1:1 feedback and some students will be advised that we think they're ready to undertake the QIS. As part of the Foundations Course, SC and CD have previously proposed a session for students completing the Foundations course to outline 'what happens next' and encourage them to undertake some of the pre-QIS competences to sustain motivation. CD will action this. Neonatal Unit educators and PDNs were keen that these discussions were had in collaboration with themselves because there is a waiting list in some units and Foundations students may not be able to go on the QIS immediately.</p>		CD
8.	<p>Foundation Programme</p> <p>8.1 Update on Cohort 4 and 5</p> <p>Cohort 4 is now complete. The students have presented their presentations. Each session has evaluated well.</p>		

	<p>8.2 Cohort 5 Cohort 5 is due to start on the 11 April - we currently have 26 students enrolled.</p> <p>Thank you to everyone who has contributed to the teaching.</p> <p>Please speak to CD if you would like to teach or have further input in the foundations programme for cohort 5.</p>		
<p>9.</p>	<p>Nursing Associates 9.1 Nursing Associate Job Description The role of Nursing Associates (NA's) was discussed. Similarly, to our last meeting, JF reported that the role of NAs is being discussed at national level. NAs are not registered nurses (they are on the NMC register but are not registered nurses). Therefore, at the moment, in line with BAPM standards, NAs shouldn't be looking after babies who require high dependency care. We are awaiting further information and guidance on NA's role within the Neonatal Service.</p> <p>SC has put together an ODN Job description for NAs which will be circulated for comment and once ratified- this can then be used to help write local job descriptions for NA positions.</p>		
<p>10.</p>	<p>Education & Practiced Development Update from Areas 10.1 Unit/Trusts NGH: 5 nurses new to neonates starting. 2 New starter days for staff across paed and neonates TC nurses to be inducted on NNU before moving to TC Foundations course discussed, NA's and Maternity support workers from TC to attend cohort 5. Discussion about NAs passing NGTs – not allowed to do this at NGH. All other units said NAs were being trained to pass NGTs. LifeStart trolley introduced supported by MDT Sim training on delayed cord clamping. NLS training up to date. 5 attending in June and 4 in November. Sim with Transport held in January and was well evaluated so would like to repeat it. Would recommend to other units.</p> <p>ULHT: No update available. Educators have completed Post Graduate Education Certificates.</p> <p>PHB: No update available</p> <p>UHDB: Education team is expanding. Recruitment dates are set for band 5 and 6 nurses. 2 staff currently on the Foundations programme. Weekly Sim sessions taking place across both sites. 'Neonatal nuggets' introduced – different topic each week, 2xSC</p>		

and 2xIC. 10-minute training sessions involving games, PowerPoints and quizzes. 80 staff accessed these sessions
Neonatal Newsletter produced.
Began to move staff across site on rotation between Derby and Burton.
New cooling machine and milk warmers in use on the unit.
Neonatal training day x1 per year to add to Mandatory training now that much of this is done online.

KMH:

Transitional Care lead post is being advertised.
BFI Stage 2 in progress and training days are going well.

NUH:

Joint medical and nursing QI group started.
NUH Foundation course is running in Feb, April and June 2023 - more dates to follow later in the year.
A large group of international nurses have been recruited.
New staff welcomed to the Education team.
Band 8a post is being advertised.

UHL:

At UHL B7 PDNs are not clinical.
Adverts out for Band 6 clinical educators.
9 staff undertaking QIS – 4 at DMU and 5 at NTU.
KS identified UHL currently have a large number of staff leaving to go to other parts of service such as research, homecare.
Staff are doing regular Sim training sessions

KGH:

3 staff on the current Foundations course., including 2 NAs.
2 new Nursing associates in post.
7 staff will be undertaking QIS this year.
2 new Band 7s appointed.
Monthly Sims sessions and hot topics weekly.
Hot Topics – shared learning form Datix.
New TC Guideline produced.

Discussion on TC

General discussion about challenges on delivering TC and achieving competences, especially midwives giving IV medication to neonates.
King's Mill new TC setting and team will start soon.
Kettering have a New TC guideline and in the future plan for a TC area/ward.

10.2 CenTre

A query was raised about PDA ligation Pathways. It was confirmed that the referral pathway should be through the Tertiary centre for the relevant hub.
New members welcomed to the transport team - Stacey and Hannah.
CenTre are moving base to Castle Donington later this year. St

	<p>Johns Ambulance crews are depleted because of this move and so there may be some transport delays mainly affecting repatriations pending training for new recruits. Centre are organising joint training days with Comet (paediatric) transport team.</p> <p>EMAS CD, JF, AR and SC have been in contact with EMAS and offered teaching support and clarification with regards to the use of the Transwarmers and thermoregulation during emergency transfers. The EMNODN in partnership with EMAS and CenTre are exploring the possibility of some teaching and a training video to support preterm and term thermoregulation management within the ambulances when babies born at home.</p>		
11.	<p>Education Events</p> <p>11.1 Network Conference Conference is booked for 02 October 2023 at the Hilton Hotel EMA.</p> <p>11.2 Feedback from Leadership Training Skills Days Aspire to Inspire training day delivered twice this year.</p> <p>This leadership training has received good feedback and has been well evaluated. These training days were aimed at matrons, ward managers and shift leaders.</p> <p>The EMNODN Education Team are looking into leadership training aimed towards senior band 5's and newly appointed band 6 roles for future training days potentially in 2023/2024.</p> <p>11.3 Targeted Teaching Sessions/Webinars KP has shared a short video on how to set up CPAP.</p> <p>HEE Webinar - March 2023 was successful. This session is recorded and available if anyone would like to watch it.</p> <p>11.4 Cardiac Day PDA East Midlands cardiac network was successful.</p> <p>Save the date has been sent out for Specialist Cardiac Nurse 25th conference on 22 September 2023.</p>		
12.	<p>Sharing Innovation, Good Practice and Learning NUH Band 6 open day to be held in June 2023.</p>		
13.	<p>Safety Alerts/Learning from Incidents</p> <p>13.1 BD Bodyguard Microsets Discussed and everyone aware of the alert.</p> <p>13.2 Cooper Surgical Neofit All staff aware of alert regards Cooper surgical ET fixing kit. Some units have reverted to older methods of securing ETT with hats and ties. Others looking at alternatives such as NeoBar.</p>		

14.	<p>14.1 AOB</p> <p>Discussions were held with regards gravity versus push NG feeding within the East Midlands units. An incident occurred with a family who were transferred between hospitals in the network. In one unit gravity feeding was practiced and in the other push NG feeding. Communication issues arose. JF and CD to look into this and see if we can standardise within the network within the future.</p>		JF/CD
15.	<p>Date/Time of Next Meeting</p> <p>Monday 19 June 2023, 10:00am – 1:00pm, via Microsoft Teams</p>		