

Minutes of Education & Practice Development Group

Monday 19 June 2023
10:00am – 1:00pm

Via Microsoft Teams

Present:

Judith Foxon (JF), Deputy Lead Nurse (Education & Workforce), EMNODN (Chair)
Charlotte Dolby (CD), Education & Clinical Effectiveness Nurse, EMNODN
Susanna Woodhouse (SW), Neonatal Educator, UHDB
Karen Coe (KC), Neonatal Educator, UHDB
Kathryn Price (KP), Practice Development Nurse, NGH
Sindhu Sajan (SS), Practice Development Nurse, KGH
Hayley Gatens (HG), Neonatal Educator, ULHT/PHB
Denise Sewell (DSe) Neonatal Educator, ULHT
David Speck (DS), Neonatal Educator, ULHT
Heather Cutts (HC), Practice Development Nurse, NUH
Shaun Edwards (SE) Senior Lecturer in Neonatal Nursing, DMU
Ellen Cutler (EC) Senior Nurse for Speciality Education and Accreditation, NTU

	Subject	Attachment	Action
1.	<p>Welcome, Introductions & Apologies Welcome to Karen Coe who has joined the education team at UHDB.</p> <p>Apologies were received from Susan Chisela (SuC), Katie Seaton (KS), Rachel Shephard, (RS), Sasha Coleman (SC), Alison Robinson (AR), Steph McGarry (SM),</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 NA Role Description JF discussed the NA Role Outline document developed by the EMNODN. JF will take this document to the EMNODN Clinical Governance Group. Once approved, this will be an available resource within the Education and Learning Library on the EMNODN website. This document can be used to support local units within the EMNODN in completing job descriptions for Nursing Associates. All Trusts will have different formats for job descriptions, but it is hoped that the role outlines will support</p>		

	consistency when local units are developing job descriptions.		
5.	<p>National, Regional & HEE Update</p> <p>5.1 National Funding & Quality Roles Update</p> <p>JF provided an update on the national funding. JF informed the group that as part of the delivery of the Neonatal Critical Care Review (NCCR), the third and final year of funding has been released to support nursing roles, and each Trust has been allocated funding accordingly. This year's funding allocation has been directed into Quality Roles; particularly prioritising education and governance leads. JF noted, funding will vary from trust to trust as funding is allocated on delivered cot days.</p> <p>JF provided SS with details of funding allocation for Kettering Hospital. Everyone else agreed they are aware.</p> <p>JF asked for feedback on where each unit was with regards to the recruitment process for these roles: KP informed the group, NGH roles have been advertised and are being interviewed for next week. DS informed the group that ULHT roles are awaiting advert. LL noted that the role at KMH is also awaiting advert.</p> <p>JF will follow this up with the Lead Nurses for each Local Unit.</p> <p>JF informed the group, further work is due to start in order to develop standards for other quality roles such as bereavement, developmental care, feeding etc. Work will look at what local units have in place already and what gaps there are. This will outline what roles are required should future funding become available.</p> <p>Ockenden Funding</p> <p>JF provided an update on AHP posts. Plans have been agreed locally with Trusts - posts are being advertised and recruited into.</p> <p>5.2 NHSE/HEE Update</p> <p>HEE Innovation Funding</p> <p>JF informed the group of the current changes in Health Education England and NHS England. HEE has merged with NHSE. NHS England will continue all activities previously undertaken by HEE.</p> <p>The ODN was awarded funding last year to support training and development of neonatal staff. Attention was paid particularly to AHP projects, developmental care training and courses such as FINE and Therapies in Action. The Innovation funding also accounted for the delivery of two EMNODN leadership days (Aspire to Inspire) and compassion focused techniques study days.</p> <p>JF informed the group, attendees of any study days provided by the HEE innovation funding may be approached via email to provide feedback. Alongside the EMNODN AHP's, JF will submit a report at the end of the month outlining where the funding has been spent.</p>		JF

Feedback from Neonatal Workforce Projects

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

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

HEE's Working group published a report a few months ago in support of neonatal recruitment and raising the profile of neonatal nursing as a career choice. A national group are looking at recruitment ideas and have come up with ideas such as virtual ward experiences. JF suggested, neonatal services would benefit from this to enable pre reg students to gain an insight into neonatal wards.

JF provided an update following the HEE QIS group meetings which have taken place online in subgroup categories.

CD and SE provided feedback following attendance in the QIS nurses group (CD) and the higher education group (SE).

The University of East Anglia were awarded the tender and are leading the project for the development of the Neonatal Standard Framework for QIS. The time frame for completion of this is Sept/Oct 2023

A further update will be provided at the next meeting.

NHSE Neonatal Lead Nurse

NHS England have appointed its first neonatal lead nurse who is Louise Weaver-Lowe.

5.3 ODN Update

Workforce Data Collection

JF informed the group that there will be an increase in National Education and Workforce data requests. This was previously requested twice a year and will now be collected quarterly. Data previously concentrated on cot side nursing figures, however new data will also be looking at quality roles, education, management, sickness, absence and turn over.

This is so commissioners and NHSE can look at neonatal workforce in more detail.

JF has offered support and is able to be contacted if anyone is unsure of how to obtain the data they may require and how figures should be calculated, particularly around education and QIS data.

JF

6. University/HEI Update

6.1 NTU

The Course is currently between module one and two. Students have the summer off from University studies to complete their

portfolio in practice.

EC shared this current cohort has a mix of students from different organisations, which has been positive in building communities of practice. EC also shared that students and facilitators are enjoying face to face learning: the course has one virtual day and it is felt this blended learning approach is working well and will be regularly reviewed.

NTU continues to incorporate a poster presentation, a written assignment, an overarching portfolio and OSCE component to the course assessment process.

EC provided feedback on the most recent poster presentations, they were extremely successful, and students presented quality academic work which should be showcased within the units and at conferences etc.

JF asked if students received placement time in level 3 units during the QIS course. EC informed the group, that although supported and recommended, the University does not formally stipulate this request and if required this is organised between local units.

NTU QIS course are currently using the online platform NTUNOW and Pebble pad for students' portfolios.

Changes in delivery for NTU QIS course will take place in September 2023, whereby NTU will take a collaborative approach with the Neonatal Service at Nottingham University Hospitals and education leads. EC will remain course lead and HC will lead on module 2.

Teaching currently runs on the Thursday, however this may change for the next intake.

6.2 DMU

17 students finished the previous cohort, 15 passed and two students are going to retake the HDU module.

SE thought students didn't access tutorial support enough and therefore SE is going to incorporate tutorial support in the course as a mandatory component for future intakes.

DMU's QIS the learning platform will change from blackboard to learning zone.

The DMU assessment is currently an exam, competency document and simulated practice.

LL, KP and SW shared positive student feedback from the simulation assessment as part of the QIS programme.

Teaching takes place on Wednesday

7. Education & Practice Development Update from Areas
7.1 Units/Trusts
Northampton General Hospital
 KP informed the group 4 nurses have just finished their QIS course and funding has been approved and secured for a further 4 students on the next DMU intake. 1 student will be a TC nurse.

There are currently 4 students on the Foundations cohort.

ULHT
Lincoln
 1 nurse has recently completed the QIS course and 2 are halfway through. The plan is to send 2 more on the next intake.

3 members of staff are currently on the Foundations programme and there is potential for 3 to start on the next programme.

DS asked to meet with EMNODN educators to discuss a plan regards a large intake of staff in September and potentially running an inhouse foundations course.

Meeting actioned and a date has been put in the diary to discuss this with CD.

Boston
 73% QIS Compliance.

4 new starters in September, hopefully will send 2 of them on the next Foundations cohort.

Lincoln and Boston have been in communication regards planning a week block of mandatory training in January 2024.

UHDB
 The education team now consists of 5 members across Derby and Burton neonatal services.

Each are doing one day a week at Burton to have 5-day coverage.

3 nurses have just completed their QIS course.

SW discussed the use of a learning contract for future courses. CD will send the foundations learning contract for SW to look at.

A new volumetric pump has been introduced at Derby so that the same equipment is used across both Derby and Burton.

King's Mill Hospital
 2 members of staff are currently on QIS at DMU.

2 members of staff are currently on QIS at NTU.

A further 2 nurses will attend the next intake at DMU.

CD

KMH are currently undertaking BFI assessment. LL updated the group that KMH are currently on stage 2 - educating the workforce on a 2-day course each month. They will have 100% education training BFI compliance by October when the assessment is scheduled.

LL informed the group of positive student feedback from the EMNODN Foundations Course. 3 students are currently on the course and a further 2 will attend the next cohort.

KMH have appointed a band 7 TC lead and the team have organised a meeting to plan a launch date.

Nottingham

12 students are currently on NTU QIS course.

Intake of 11 new starters in June and a further 27 new starters due to start in September 2023.

A Band 6 open/recruitment day is planned, with interviews taking place on the day.

Preparations are underway for the Maternity & Neonatal Redesign (MNR) and the decant from the current neonatal space at QMC will start in September.

Kettering

SS informed the group 2 members of staff from Kettering are currently on the Foundations course and a further 5 staff members have been identified to potentially attend the next cohort.

3 members of staff have completed the QIS at DMU and 1 at Bedford.

Leicester

No update available.

7.2 CenTre

Apologies sent from AR for not being able to attend the meeting. An email update was received:

CenTre are hoping to move into Castle Donington premises by August 2023.

AR is in the early stages of organising transport simulations with KMH. If anybody would like to organise a simulation for their teams, please email AR. CenTre are continuing to attend case reviews at the network hospitals (which is usually organised with the medics) but would like to encourage the nursing team to attend these as well so will email the education team as and when dates are available.

8.	<p>QIS No further comments.</p>		
9.	<p>Neonatal Pathway & Pre QIS competences SC and CD started to look at competences for Band 5 nurses pre-QIS. The purpose of a competency document would be to provide nurses working towards QIS with the evidence that they have the skills to safely care for some high dependency babies.</p> <p>CD and KF have reviewed the comments made by all on the Pre QIS draft document and are now looking to incorporate the Foundations competency booklet and pre-QIS booklet into one booklet, to support continued development and provide a clear pathway of progression within the neonatal service.</p> <p>Once complete, this will be sent out to the Education & Practice Development Group for comments and suggestions prior to ratification.</p> <p>JF and CD suggested units such as Lincoln who are going to have a large intake, could utilise this for all induction staff to demonstrate their professional development of knowledge and skills throughout a pathway towards QIS. Such a competency document would align with the QIS documents.</p>		
10.	<p>Education Events EMNODN Leadership Day 'Aspire to Inspire' was well evaluated. If capacity allows, the EMNODN would like to extend this to band 6 roles. A further update on this will be provided at the next meeting.</p> <p>EMNDON Network Conference - 02 October 2023</p> <p>EMNODN AHP Forum - aimed at AHPs within the neonatal speciality is planned for November 2023.</p> <p>Cardiac Education Day Education Day on PDA held by the East Midlands Cardiac Network was successful.</p> <p>A save the date has been sent out for Specialist Cardiac Nurse 25th conference which will be held on 22 September 2023.</p>		
11.	<p>Foundations Programme 11.1 Cohort 5 Update Cohort 5 is underway, nearly halfway through, with 23 students on the programme.</p> <p>2 face-to-face sessions are planned 1 halfway and 1 at the end for presentations.</p> <p>11.2 Cohort 6 Will start on the 10 October 2023 and posters have been sent out.</p>		

	<p>Thank you to everyone who has supported the Foundations programme and to those who have taught sessions.</p>		
<p>12.</p>	<p>Sharing Innovation, Good Practice & Learning 12.1 Good Practice or Learning from Units JF shared a poster developed by Kim Hastings Infant feeding lead at KMH on early breast milk optimisation.</p> <p>JF has sent this poster to the group as an email attachment, for discussion to see if each local unit could edit with local contacts on perhaps. Acknowledgement of the source and original authors must be visible on the poster if adopted.</p> <p>BAPM have recently published a Repatriation Guideline. There may need to be some discussion within the senior teams in each of your services to ensure guidance is appropriately interpreted at local level.</p> <p>12.2 Plan for Professional Development Session – September meeting JF asked the group to consider what CPD session as an education group we would like for the next meeting.</p>		
<p>13.</p>	<p>Safety Alerts/Learning from Incidents 13.1 Chlorhexidine Skin Prep JF asked if anyone is finding it difficult to get stock of 0.5% Chlorhexidine? LL informed the group that KMH Consultants are looking into this.</p> <p>The North West have shared that they are using Chloraprep ‘swabs’. These are 2% Chlorhexidine. They have not reported any skin burns to date.</p> <p>13.2 Replogle Tubes Cardinal Health are planning to phase out the production of replogle tubes. An alternative will need to be identified. These should be single use items.</p> <p>13.3 Single Use Items As above. JF reiterated single use items must be single use only.</p> <p>13.4 Wrong Patient Procedures Sharing incidents within the Network is good practice, in order to learn and prevent further incidents taking place.</p> <p>13.5 Jaundice in Dark Skinned Babies The group were informed about the HSIB report which examines delayed detection of jaundice, the report makes recommendations into care for jaundice in dark skinned babies.</p> <p>13.6 Smith Medical ET Tubes From July 2023, Smiths Medical Products and services will be promoted, sold and distributed under the ICU Medical brand. ET</p>		

	product items (the ET and holder) now come separately using separate item codes.		
14.	AOB None.		
15.	Date & Time of Next Meeting Monday 11 September 2023, 10:00am – 4:00pm, venue to be confirmed.		