

WORKFORCE DEVELOPMENT GROUP MEETING

Wednesday 22nd June 2011 at 12.30pm in
Meeting Suite B, Walsall Manor Learning and Conference Centre,
Walsall Manor Hospital

AGENDA

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| 1. | APOLOGIES | CT |
| 2. | MINUTES OF THE MEETING HELD ON THE 23 rd MARCH 2011
<i>Minutes Attached</i> | ALL |
| 3. | MATTERS ARISING | ALL |
| 4. | TRAINING TO OBTAIN CONSENT FOR A POST MORTEM - FEEDBACK FROM THE PALLIATIVE CARE STUDY DAYS | LC |
| 5. | UPDATED TERMS OF REFERENCE AND DRAFT OBJECTIVES FOR 2011/12
<i>Updated Terms of Reference Draft Version Attached for Agreement</i>
<i>Draft Objectives 2011/12 Attached</i> | CT
ALL
ALL |
| 6. | FOUNDATION PROGRAMME UPDATE | LC |
| 7. | NEONATAL INTENSIVE CARE COURSE | Unit
Managers |
| 8. | NETWORK TRAINING NEEDS ANALYSIS / AUDIT | LC / RM |
| 9. | WEST MIDLANDS NEONATAL WORKFORCE GROUP UPDATE | RM |
| 10. | NATIONAL NEONATAL TOOLKIT / GAP ANALYSIS UNIT UPDATE <ul style="list-style-type: none"> • Query from the DH Regarding Neonatal Nurses • Request for Information about any Planned Cuts to Neonatal Nurse Staffing Levels • Review and Update of Neonatal Unit Staffing Standards - <i>SSBCNN Standards Assessment Tool Document Attached along with the DH Toolkit Relevant Principles, BAPM 2010 Standards and NICE Quality Standards</i> | RM |
| 11. | NURSING TIME SPENT AUDIT UPDATE | RM / CT |
| 12. | WEST MIDLANDS SURGICAL PROJECT UPDATE | RM |
| 13. | DEVELOPING PALLIATIVE CARE LEADS <ul style="list-style-type: none"> • E-Learning Module at Coventry University
<i>Neonatal Palliative Care Leads Proposal Attached</i> | RM / LC |
| 14. | ANY OTHER BUSINESS
Developmental Care Special Interest Group Update
Assistant Practitioner Role at Walsall Manor
Matching Michigan - Feedback from Each Unit on Work they are doing on this | ALL
LC
RM
ALL |

15. DATE AND TIME OF NEXT MEETING

The next meeting will be held on Wednesday 28th September 2011 at 2.30pm in Meeting Suite A, Walsall Manor Learning and Conference Centre, Walsall Manor Hospital.