

NEONATAL EDUCATION & WORKFORCE DEVELOPMENT GROUP MEETING

Tuesday 11 March 2014 at 12.30 pm in
Room 8, Dudley Clinical Education Centre, Russell's Hall Hospital, Dudley

AGENDA

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| 1. | APOLOGIES | RM/JC |
| 2. | MINUTES OF THE MEETING HELD ON THE 10 DECEMBER 2013
<i>Attached</i> | ALL |
| 3. | MATTERS ARISING | ALL |
| | Actions Dec 13: | |
| | Response from NI re: What is sterile water used for and what is tap water used for in each NNU? | RM |
| | Draft letter to Chief Nurses re: How to facilitate neonatal nurses working in other NNU's in the Network? | RM |
| 4. | TRAINING & EDUCATION | JC/LC |
| | - Neonatal Intensive Care Course Provision Keele & Wolverhampton | |
| | - Foundation Programme Update | |
| | - Network Study Days 2013/14 and Plans for 2014/15 | |
| | - Supporting Neonatal Unit Managers Study Day | JC/LC/RM |
| | - Network Simulation Training Programme Update | |
| | - Train the Trainers Course Provisions at Leicester | LC |
| 5. | NEONATAL UNIT STAFFING | JC/LC |
| | - Find out the dates of university recruitment/career fairs and then ask the units to participate in a Network stand to sell neonates as a career option | |
| | - Look at the Nottingham NNU recruitment open day programme and draft suggested programme for group to comment on | RM |
| | - Dudley have an active work experience programme that includes neonates, NT to share documentation | NT |
| | - Planned Network Neonatal Unit Staffing and Activity 2/52 Snapshot Survey | RM |
| 6. | NETWORK NNU ESCALATION POLICY UPDATE | RM |
| 7. | IMPROVING FAMILY CENTRED CARE UPDATE | RM |
| | - SSBCNN Parent Passport Update on Use in Each Unit | Unit Managers |
| | - Parent Teaching Packages | ALL |
| | - BGT Feeding Parent Training and Competency Leaflet | Clare G |
| | - BWH List of Procedures for Which Consent is Given/Implied | JC |
| 8. | USE OF EPORTFOLIO BY ANNP'S | RMcm & Sanjeev
Deshpande |
| 9. | NETWORK STANDARD NEONATAL NURSING CARE PLAN AND OBSERVATION CHARTS | RM |
| 10. | NEONATAL PALLIATIVE CARE UPDATE | |
| | - National Practical Guidance for the Management of Palliative Care on NNU's Launched Feb 2014 | RM |
| 11. | PRACTICE EDUCATORS AND EDUCATION PROVISION IN THE SSBC NEWBORN AND MATERNITY NETWORK | RM/ALL |

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| 12. | BLISS QUALITY IMPROVEMENT PROGRAMME | RM |
| 13. | REVIEW OF PROGRESS 2013/14 OBJECTIVES, PLAN 2014/15
OBJECTIVES
<i>OBJECTIVES 2013/14 ATTACHED</i>
<i>OBJECTIVES TEMPLATE FOR 2014/15 ATTACHED</i> | ALL |
| 14. | ANY OTHER BUSINESS | ALL |
| 15. | DATE AND TIME OF NEXT MEETING
24 June 2014 at 12.30 pm in the Teaching Room, Gynaecology Outpatient
Dept, Maternity Building, New Cross Hospital, Wolverhampton | ALL |

NOTE CHANGE OF DATE in JUNE as previous date clashed with Perinatal
Medicine conference in Harrogate