

# YORKSHIRE & HUMBER NEONATAL NURSES FORUM

TUESDAY 10<sup>TH</sup> JULY 2018, 9.00 – 10.30AM  
NORMANTON GOLF CLUB (HATFEILD HALL), WAKEFIELD

Present		Apologies
<ul style="list-style-type: none"> <li>• Carol Hudson, ANNP, Bradford</li> <li>• Denise Evans, Lead Nurse, ODN (<i>Chair</i>)</li> <li>• Fiona Metcalfe, Lead Nurse, Surgery, Leeds</li> <li>• Heather Stewart, Lead Nurse, Harrogate</li> <li>• Holly Eve, Senior Sister Clinical Educator, Bradford</li> <li>• Karen Williams, Senior Healthcare Engagement Officer, Bliss North</li> <li>• Kate Lamming, Lead Nurse, Hull</li> <li>• Kelly Young, Matron, Bradford</li> <li>• Lisa Gorry, Network Co-Ordinator, ODN (<i>Minute Taker</i>)</li> <li>• Louise Armitage, Senior Sister, Bradford</li> <li>• Louise Crabtree, Lead Nurse, ODN</li> <li>• Sam Plets, Lead Midwife Transitional Care, Leeds</li> <li>• Sarah Szpara, Lead Nurse, Airedale</li> <li>• Sue Peak, Lead Nurse, Leeds (St James')</li> </ul>		<ul style="list-style-type: none"> <li>• Anne Harrop, Lead Nurse, Leeds</li> <li>• Debbie Woodward, Lead Nurse Outreach, Leeds</li> <li>• Gwynn Bissell, Nurse Education, Leeds</li> <li>• Louise Smith, Lead Nurse, Mid Yorks</li> <li>• Siobhan Conlin, Matron, Leeds</li> <li>• Victoria Smith, Lead Nurse, York</li> </ul>
No.	Item	Action
1.	<u>Welcome &amp; Introductions</u> <ul style="list-style-type: none"> <li>• DE welcomed all attendees to the meeting and introductions were made around the table.</li> </ul>	
2.	<u>Minutes from the last meeting held 17 April 2018</u> <ul style="list-style-type: none"> <li>• Agreed as a true and accurate record.</li> </ul>	
3.	<u>Matters Arising</u> <ul style="list-style-type: none"> <li>• NGT returning aspirates – DE asked if Bradford and Leeds were in agreement with Huddersfield University? Clarity required here.</li> </ul>	DE/LCr
4.	<u>Apprenticeship Update</u> <ul style="list-style-type: none"> <li>• No progress through the Northern Network, the Lead for Education at Bradford felt there would be no opportunity to obtain funding for the induction programme. There will be a new apprenticeship scheme at a Band 5. DE will keep the group informed regarding national developments.</li> </ul> <u>QIS Course Update</u> <ul style="list-style-type: none"> <li>• This was discussed in detail at the Unity Day held 5 June 2018. A presentation on the Neonatal Induction Program will be given to Leeds Head of Nursing. DE will be in attendance. It was discussed how a different delivery model could be planned for the following year if needed. A short meeting will be held after today's Combined Forum to discuss local induction programmes on units and to explore the</li> </ul>	DE

	<p>possibility of a Network-wide Induction. Education Days at Tertiary Centres were suggested. It was also felt that it is equally important that Senior Nurses also attend Education Days. DE is in discussions with Barbara Howard, Sheffield University to obtain updates for the forum.</p> <p><u>ANNP</u></p> <ul style="list-style-type: none"> <li>• Emma Sharwood now runs this course. Liz Cathern retires completely in September 2018.</li> </ul>	
5.	<p><u>Atain</u></p> <ul style="list-style-type: none"> <li>• DE asked attendees if forms are being filled in for <u>all</u> term babies admitted to the units? Yes. Some units are running a report from BadgerNet for babies &gt;37 weeks and crosschecking this with the forms.</li> </ul>	
6.	<p><u>Transitional Care</u></p> <ul style="list-style-type: none"> <li>• DE will discuss separately with each unit to ensure proper TC is being provided where identified. Any care not recorded on BadgerNet will not be paid for in the future. DE plans to visit all units.</li> <li>• 3 units were identified as not providing any TC.</li> </ul>	
7.	<p><u>Trainees</u> <u>Associate nurses</u></p> <ul style="list-style-type: none"> <li>• DE asked the units what plans they had in place for trainees:- <ul style="list-style-type: none"> <li>- Leeds, has 1 trainee – SC to confirm details.</li> <li>- Bradford – They will take a low dependency workload and more of a hybrid role between outreach. Counting as support worker but plans to change to supernumery during training.</li> <li>- Hull – to confirm. Apprentice contracts are in place for trainees with a day spent at University and then shifts on units.</li> <li>- DE will forward further NMC information with minutes regarding the Associate Nurse role.</li> </ul> </li> <li>• Healthcare Assistants - Bradford has Band 2s and 3s. Competencies in place for non-registered staff. To work alongside a qualified staff nurse across all areas.</li> <li>• Neonatal Nursery Nurses - Leeds and Bradford still have these. Some have left but not recruiting back into these posts at Leeds.</li> </ul>	<b>DE</b>
8.	<p><u>AOB</u></p> <ul style="list-style-type: none"> <li>• Bliss - KW informed that group of the shortage of Baby Charter Assessors from the Y&amp;H Network. There is an advert on the Bliss Facebook page. 1 day course. KW to forward information to LCr to circulate to the group. Closing date Sunday 15 July.</li> <li>• KL enquired re other units visiting hours for visitors other than parents – this differs from unit to unit. KL to consult parent app.</li> <li>• FM introduced herself in her new role as Lead Nurse for the Leeds Surgical Unit. FM plans to visit all units to discuss requirements from an education point of view and upskilling of staff. This will initially be a bit of a scoping exercise. It was agreed that a similar post at SCH would be useful. FM is also looking at Surgical Guidelines.</li> <li>• KY enquired as to whether any units had set up Parent Panels which were unit specific? <i>Airedale and Chesterfield had.</i></li> </ul>	<b>KW</b>  <b>KL</b>
9.	<p><u>Next Meeting</u></p> <ul style="list-style-type: none"> <li>• Tuesday 9 October 2018, Hatfeild Hall, Wakefield 9-11am</li> </ul>	<b>All</b>