



**28th July 2005,
Edenhall Hospital,
Musselburgh**

Present:

Diane Allcock, Moira Brown, Marie Carey, Jane Christie (Secretary), Fiona Cook (Chair), May Fallon, Kate Lambie, Julie Peacock, Ann Rae, Karen Rankin, Karen Percival

Apologies received from:

Dorothy Armstong, Penny Bond, Jane Camp, James Cassidy (Treasurer), Kate Cocozza, Robert Cowan, Aila Espie, Llinos Gass, Nahida Hanif, Christine Hoy, Fiona Keighren, Irene Lavery, David Langton, Mark Lees, Jo McCullum, Ansley McGibbon, Gail McSheehey, Lorna Milton, Fiona Minto, Kathy Munro, Yvonne Neilson, Shirley Robertson, Chris Rodden, Caroline Scott (Website Secretary), Helen Skinner, Mags Simpson, Vivienne Simpson, Charlie Sinclair, Linda Sinclair, Tracy Smith, Pat Spencer, Karen Spiers, Vicky Stewart, Joyce Surfleet, Rhona Wallace, Mary Edna Watson, Sheila Wheeler

1. Welcome and Introductions

Fiona welcomed everyone to meeting and thanked Kate for hosting the meeting and providing hospitality. All agreed.

3. Minutes from AGM 13 May 05 accepted.

4. Nursing or Multi-professional Forum?

It is 2 years since vote to make forum multi-professional. The options now were:

Change constitution to reflect multi professional

or

Set up a working group to discuss implications and make proposals

There was extensive discussion to the strengths of remain uni-professional or becoming multi-professional.

Issue covered were:

Is a multi-professional forum needed? Would AHP's Attend?

Do we want to protect this nursing support network?

Is the forum for nursing development or improving practice?

Should we be leading on our direction/vision/strategy?

Does the forum give important opportunity to discuss way forward for nursing?

Recent Quality Indicator document, SEHD, raised concerns. Why all measurement? Where is fundamental care?

Why is Practice Development perceived as Service Development? How much change is needed to constitution? The word nurse appears in:

Title

Aims

Membership

Fiona noted that there were some very important points raised and that both sides of the argument should be respected. She suggested that any change should be managed slowly and deliberately addressing difficulties on the way.

Action:

Fiona to discuss with AHP's at QIS Have further discussion at October meeting when Rob McSherry, Chair of DPN would be present.

5. Update from working groups

Conference:

The group have looked at the evaluation and are going to address

- Standardising information
- Project plan (Gant chart)
- Suitable venue

Agreed next conference should be Sept/Oct 06

Theme to be agreed

Group will look for sponsorship from companies or publishers

Membership of conference group confirmed at last meeting Susan Alexander tbc or will approach Ivonne Neilson Action: Diane

Evidencing Practice:

Progress will be discussed in presentation later but three key areas being addressed over the summer:

- Mapping validation information
- Looking for pilot areas
- Group are writing up sections to prepare for publication

HEI Information:

Continue to prepare a presentation to promote practice development particularly for 3rd and 4th year students

Practice Development Toolkit:

Categories and contents are being developed for website. Liaising with John Norden but no payment requested as yet.

6. Open Forum discussion

Members present shared developments of interest.

Karen Percival - Developing Practice Development module. Suggested she look at other modules that may be similar - Bell College, Dundee and Sterling. Could be work-based learning discuss with Dorothy Armstrong at NES

Action: Karen, Fiona and Ann

Diane Allcock - 23 B grades have achieved University course. Not accredited yet. Partnership in August due to uncertainty about B grades taking on new roles.

Julie Peacock - Evaluation of phlebotomists. Evaluation of Ear Care. Developing multidisciplinary clinical skills with University of Dundee.

Marie Carey - Developing outlines and staff awareness sessions for Knowledge and Skills Framework (KFS)

Moira Brown - New CHP is looking at review of chronic disease for housebound. Helping to structure care for District Nurses in the future.

Kate Lambie - Submission to ScanScot - Developing a strategy

for working together with health and social care.

Fiona Cook - Negotiating a smooth way forward into Human resources. Developing Practice Nurse induction Programme. Facilitating Action Learning

Jane Christie - Further development of Clinical Governance module in response to evaluation. Balancing policy and practice development.

Ann Rae - Advanced practice, Nurse prescribing. Pan Lothian overseas Nursing programme. Suggested useful contacts: Jane Camp, Chris Rodden, Charlie Sinclair, Jim Foulis, Trish McIntosh.

Karen Rankin - Developing SVQ's for Hospice Care

Fiona Cook reminded everyone to post ideas or ask for advice via the website.

7. Feedback from Chairperson and committee members

Chairperson

Fiona reported that a profile is being developed for all committee members jobs and will be posted on the website.

Caroline's title will be Website Secretary not 'Manager' to avoid confusion with Jen Ross, Website Manager's role.

Alna Robb has got job of Head of Practice Development, QIS. Fiona will send a card on behalf of PPDNF and also invite her to a PPDNF meeting in February 2006.

Caroline is receiving various requests to put information on the website but not all of these are appropriate. Caroline will bring some examples to the next meeting for discussion and to agree some criteria for inclusion.

Secretary

Jane noted that there have been 9 new members since May and 2 added to the mailing list.

Jane is finding out further information about Data Protection and the use of the PPDNF database. The database will need to be registered. Action: Jane

Members will be asked if they are happy that their contact details are circulated to others in the forum. This is to be added to website. Action: Caroline

In Caroline absence Jane gave feedback from Jen Ross regarding the website statistics

Website Statistics:

May 2005	June 2005
401 visitors	328 visitors
574 visits	486 visitors

In June, the most popular pages (apart from the main page) were the notice board, the risk management page and the benchmarking page.

Access to site:

- 59.3% of pages accessed directly
- 32.7% through search engines - search words and phrases included development, nursing, practice, risk, management, 'practice development strategy for midwives', 'person centred care'.
- 7.7% of pages were accessed through links from other sites

In June the average visit length was 148 seconds. 8.1% of visitors spent more than 5 minutes on the site.

The top 11 countries visiting the site in June were (bearing in mind that some UK visitors will be interpreted as being USA)

USA	Canada
UK	Netherlands
EU	Japan
China	Ireland
Australia	Saudi Arabia
Germany	

8. Guest speaker

Jane Christie - progress with
Evidencing Practice Subgroup.

Handouts and draft framework
attached

9. Any other Business

Fiona thanked everyone for
attending and contributing to what
had been a constructive meeting
and wished them a safe journey
home.

10. Date of Next Meetings

Date: 12 October 2005
Meeting: PPDF
Venue: Education Centre, Stirling
Host: May Fallon

Meetings in 2006

Date: 19 January 2006
Venue: tbc
Host: tbc

Date: 27 April 2006
Meeting: AGM
Venue: NHS24 Clydebank
Host: Susan Begg