

MINUTES OF MEETING

Primary Health Care Nursing Sector Reference Group Meeting

Date: Wednesday 5 December 2007
Time: 1.00 pm – 3.00 pm
Venue: PHC Nursing Team Office, 19 Lambie Drive

Present: Denise Kivell (Chairperson,CMDHB), Allan Moffit (CMDHB), Trish Jackson-Potter (Plunket Society), Meg Goodman (CMDHB), Christine Lynch (CMDHB), Colleen Turnbull (People’s Centre), Jean McQueen (East Health), Lizzie Farrell (Kidz First PHN), Tepora Peseta (TaPasefika), Janine Horsfall (CMDHB), Karyn Sangster (DN Liaison), Karlynn Earp (Southern Cross Campus),Suz Heslop (CMDHB -Minute-taker)

Apologies: Maria West (CMDHB Dolly Rewha (TKOH), Sandra Thompson (Procure), Pam Williams (CMDHB), Trish Johns (DN Liaison), Cathy Martin (East Health), Gillian Davies (East Tamaki Health Care), Judith Davison (Papakura PHN), Louise Troy (Plunket), Noeline Whitehead (CMDHB) Pam Henry (Kidz First Home Care Nursing)

ITEM	GENERAL NOTES & ACTION ITEMS	ACTION
1.0	<p>PREVIOUS MINUTES - Denise</p> <ul style="list-style-type: none"> Feedback re CTA Funding – currently 330 Applications over Counties with some from Plunket/Hospice/PHC. B4 Schools – Lizzie/Trish – pilot is now finished. Not sure where to from here, waiting on Ministry to make a decision. Concern that nurses have not been listened or able to provide any feedback. General discussion regarding this. <p>Action Point – Denise to follow up with Mark Jones Action Point - Suz to organise appointment for Denise/Lizzie</p>	Denise Suz
2.0	<p>CONFERENCE - Lizzie Farrell</p> <ul style="list-style-type: none"> Global Healthcare Solutions to Vulnerable Populations Conference 16th to 17th January 2008. Lizzie – 100 people registered so far. Denise has funded 14 people to attend who have had abstracts accepted. 	
3.0	<p>HEALTH POINT AVAILABILITY FOR PN’s – Lizzie Farrell</p> <ul style="list-style-type: none"> Presented to Procure Cell group in Pukekohe last week – they did not know about Health Point. Tepora mentioned she did not know about it. Lizzie concerned that some PHO nurses don’t know how to access. General discussion on this. All nurses can gain access through their GP’s log in. Tepora thought perhaps GP’s were not sharing info with practice nurses. Mention of a paper pad that had pull off sheets that let people know how to access etc. <p>Action Point – Lizzie to arrange with Tepora a time to speak to her nurses about Health Point.</p>	Lizzie/Tepora
4.0	<p>SCHOOL HEALTH UPDATE – Karylynn Earp</p> <ul style="list-style-type: none"> School Health was funded by Ministry of Education up until July 2007. 7 Schools are now funded by Health, therefore schools get the money for the 	

	<p>nurses and they are given detailed service specifications, the nurses are paid by the MECA. Schools then pay back a percentage of that money to keep school health project going. So are now self sustainable. About 700 children are seen per day in the school based health clinics. Currently have 6 vacancies in School Health for 2008.</p> <ul style="list-style-type: none"> • “Aim High” and “Hearing Project” are both complete and reports out. Every year 9 student has a psycho/social health assessment and out of that needs are identified and there are 2 strategic planning days held during the year where nurses bring those needs together and projects are identified i.e. Hearing Project. • There are 32 School Nurses in CMDHB and 29 High schools 	
5.0	<p>MIT/AUT PG CERTIFICATE – Lizzie Farrell</p> <ul style="list-style-type: none"> • 6 from PHN are being funded for the certificate in Post Grad in Child Health with a family and community emphasis. Lizzie gave out brochure on the course to those interested. Will also have a definite population health emphasis. • Denise has spoken to University of Auckland and with Judy’s support Denise has said that CMDHB would support AUT’s multi discipline paper for child health. The idea is that if new grad only wants to do a paper in child health and then continue with other papers they can cross it over. However that is the only time they can do this. CTA will only wrap around the student if there is a commitment to finish the qualification. 	
6.0	<p>PHC ADVISORY COUNCIL – Karyn Sangster</p> <ul style="list-style-type: none"> • PHC Nurses Advisory Council is planning 3 leadership symposiums in March/June 2008. One in South Island, one in lower region North Island and one in upper region North Island. Available to everyone in PHC to attend at no charge. 	
7.0	<p>EXPERT ADVISORY GROUP ON PHC NURSING – Meg Goodman</p> <ul style="list-style-type: none"> • Dolly and Meg both selected for Advisory Group. First meeting on 27th February where they will set dates for mtgs and teleconferences for the year. 	
8.0	<p>EDUCATION AND RESUS CALENDAR 2008 – Janine Horsfall</p> <ul style="list-style-type: none"> • Education Calendar for 2008 is now available online. Resuscitation Calendar is also available – colour coded with different Resus that are available which includes ‘basic life support’, ‘gp updates’ and advanced life support days. 3 Practices have now gone out and purchased AUD’s for the practice. • For those nurses who attend the drop in sessions will be assessed on basic life support – details in attached file on page 2, drop in session run from 1pm to 3pm on the dates listed. Or attend an Annual Update Day – details in attached file on page 3. • PHO’s can also call Michelle Peperkoorn (Resuscitation Education Facilitator) Ph: 09 276 0044 ext 2562 or email mipeper@middlemore.co.nz. Michelle will come out to the practices for you. No charge for this. Takes approx 15 minutes per assessment. Is flexible so call or email Michelle and talk to her about your requirements. 	
9.0	<p>UPDATE - Karylyne Earp</p> <p>§ Project is funding 10 post grad spaces in 2008. Nurse have completed 712 and are going to begin 719 plus a few doing leadership role. 3 nurses have completed the certificate of post grad youth health.</p>	
10.0	<p>UPDATE – Christine Lynch</p> <p>§ The new grads have sat state and there will be 6 going into practices. 17 people applied for the positions, there were 10 offers made and 6 accepted.</p>	

	<p>These are double the numbers from previous years.</p> <p>§ Concern for 4 nurses who will finish new grad program on 8th Feb 2008 and have not as yet been offered positions. General discussion around new grads and positions when they have finished.</p> <p>§ Brought to this meeting to ask advice on how to better help the new grads.</p> <p>§ Discussion on educating GP's on how to advertise better, that jobs for grads advertised on PHC website and easy to access and give full information.</p> <p>§ Discussion on lack of HR in some general practices and how that can be improved and what can be done to help the practices. Suggestion of a template that can be given to practices to help them with their adverts.</p> <p>Action Point – Christine to speak with Jenny Bratty re following up on templates/adverts etc.</p> <p>§ Denise - discussion around the contracts for grads with practices. NETP extension is coming up also. Sandra Thompson has expressed interest in running a program for PHC. Will need to compliment DHB one. Preceptor ship is starting in some PHO's. Once things become clearer there will be \$ available for resource, however must link in with DHB. Funding will be \$6,000 per graduate so the graduate has to be funded in the area. In some cases the DHB has paid half the wage and practice has paid half the wage. So needing to look at how new grads come out next year. Perhaps look at a working group around this. Will change by June 2008.</p> <p>§ Allan commented that in current years budget there was funding for extending the grad program. This may pay for one or two extra nurse grads for next year.</p> <p>§ Denise – discussion around those doing Long Term Condition paper in 08 and needing to backfill. Suggestion made of giving a clinical day.</p> <p>Action Point – Denise to feedback to group on which PHO's and how many nurses have been accepted for “Long Term” Paper.</p> <p>§ Denise – the nurses will be supported to enrol, if they don't enrol and the money has been wrapped around them the money must be returned – it cannot be used for anyone else which blocks others. If they enrol and then pull out before the due date of the university <u>they will be billed</u>.</p> <p>§ Establish working party in early 2008 to look at extension and what resources need to go into the new grads. Allan volunteered Jenny Bratty for the working party. Others to be on the working party – Karylynne Earp, Sandra Thompson was volunteered, Christine Lynch.</p> <p>Action Point – Christine to organise meeting for working party in early 2008.</p> <p>Action Point – Anyone not present at meeting who would like to be on working party please contact Christine.</p>	<p>Christine</p> <p>Denise</p> <p>Christine</p> <p>ALL</p>
11.0	<p>PHC NURSE LEADER – Denise</p> <p>§ Process held over until PHC Nurse Leaders and GM's GPHO signed off on job description.</p> <p>§ Interviews now going ahead looking at 19th December for these. Jenni Coles, GM for Adult Rehabilitation and Health of Older People (District Nurses have line management to), Allan Moffitt, Director of Primary Care, Denise, D.O.N will be in shortlist and interview panel. Also wanting a PHC Nurse Leader to be on shortlist and interview panel.</p> <p>§ Key things that came out of mtg with PHC Nurse Leaders regarding the role:</p> <ul style="list-style-type: none"> ○ Clarification around line management of District Nurses 	

	<ul style="list-style-type: none"> o Person would sit in Primary Development team and line management would be Allan with strong dotted line to Director of Nursing o Champion Primary Health Care Nursing o Linking to School Health critical 	
12.0	<p>MEETING DATES 2008</p> <p>§ Christine has put together a list of meetings for next year. Discussion over how often to have the meetings etc.</p> <p>§ New meeting scheduled will be emailed out with these minutes.</p>	
13.0	<p>UPDATE– Denise</p> <p>§ Te Awanuiarangi - Maaori program for nursing, looking at 40 students, 20 will start in June 2008. They don't have accreditation, but they have to proceed as though they have accreditation to keep things moving. Goes to council in February. MIT are trying to work together. MIT have had to lay off approx 200 people, some having to re apply for their jobs. Nursing is not affected as it's a growth industry. 80% of Te Awanuiarangi program is in the community. Linda Thompson is the project leader.</p> <p>§ Whitierea are looking at AUT to develop a Pacific Nursing course. Working with Elizabeth Powell and Bev McClelland. However we are concentrating on the Counties population.</p> <p>§ Meeting with Evelyn Hikuroa and others from MIT re Te Komiti Kawa Whakaruruhau which is about growing undergrad Maaori nurses, supporting them and having them across the sector. Devi-Ann and Dolly are part of the group, Debbie Penlington attends part of the meetings and Denise will in the future. Denise has asked them to wrap around some workforce development language and stressed support for the nurses in Counties.</p> <p>§ Report presented by Meg and Christine on behalf of PHC Nursing Team in response to a question by Geraint "How do we know we make a difference". Report will be emailed through.</p> <p>Meeting concluded at 3.00pm</p>	
NEXT MEETING		
	<p>Date: Wednesday 5 March 2008</p> <p>Time: 1.00 pm – 3.00 pm</p> <p>Venue: Primary Health Care Nursing Team Office, 19 Lambie Drive</p>	