

MINUTES OF MEETING

Primary Health Care Nursing Sector Reference Group Meeting

Date: Wednesday 4 February 2009


Time: 1.00 pm – 3.00 pm

Venue: PHC Nursing Team Office, 19 Lambie Drive

Present: Denise Kivell (CMDHB–Chair), Karyn Sangster (CMDHB), Sandy Alcock (CMDHB), Tepora Peseta (TaPasefika), Jean McQueen (East Health), Derlys Jones (CMDHB), Wayne Hussey (CMDHB), Louise Troy (Plunket), Meg Goodman (CMDHB), Liz Clark (CMDHB), Karlynn Earp (CMDHB), Gillian Davies (East Tamaki Health Care), Sandra Mullineaux (Procure), Suz Heslop (CMDHB)

Apologies: Judith Davison (CMDHB), Dolly Rewha (TKOH), Allan Moffitt (CMDHB), Maria West (CMDHB), Lucy Naidoo (CMDHB), Annette Stewart (CMDHB), Christine Lynch (CMDHB), Pam Williams (CMDHB), Trish Jackson-Potter (Plunket Society), Colleen Turnbull (People’s Centre), Lizzie Farrell (Kidz First PHN)

ITEM	GENERAL NOTES & ACTION ITEMS	ACTION
1.0	<p>GENERAL & ACTIONS</p> <ul style="list-style-type: none"> Quality projects with Jagpal Benipal. Has space for 30plus people who would split to 5-6 projects. Benefits are coaching, support, change practice, rigorous attendance is needed and also wraps in a Post Grad paper NETP and Plunket – WDBH had thought about it but not gone further. Jonsey will meet with Plunket to discuss. DHB is coming to do any audit of NETP Expansion programme at end of February. Return to Nursing – Karyn has spoken with Elizabeth Powell -submission to nursing council. Nurse start clinical competency while finalising IELTS in other domains. Denise is working with Pacific Unit to fund a Nurse Educator for Pacific, Denise to supplement to go across the sector. Karyn – Bev McClelland has 5 return to nursing students in current course who have expressed interested in being employed in community. Minutes signed off 	
2.0	<p>COMMITTEE REPRESENTATION FEEDBACK</p> <ul style="list-style-type: none"> GPHO- Karyn – not met this year. December meeting - a review of service specifications for cervical screening. There are plans to make significant changes to the service. Karyn suggests a submission is put in from the PHC NRSG group. <p>Action Point – Karyn to coordinate submission regarding change of specifications for cervical screening service</p> <p>Action Point – Denise to follow up with Taima from ADHB and Joc from WDHB to check they have seen document</p>	<p>Karyn</p> <p>Denise</p>

	<ul style="list-style-type: none"> Meeting next week regarding Undergrad student nurses, Denise attending as well as others, Karyn unable to. Query and discussion on where \$ to go – PHO's or practices. <p>Action Point – Karyn to follow up on what each NL would prefer regarding payment for students</p> <ul style="list-style-type: none"> WAG – discussion around workforce in relation to “Centre for Health Services Innovation”. 2011 – business case being prepared now 	Karyn
3.0	<p>GENERAL</p> <ul style="list-style-type: none"> New Grads – currently 6 in PHC at moment. Plunket have 3 also. Karlynnne – 4 vacancies but no new grads – places welcome Denise – Nurse Assistant programme – waiting list at MIT <p>Action Point – Denise to send out Nurse Assistant details re curriculum</p> <ul style="list-style-type: none"> Karyn – 2 places still available on “long term conditions paper” Primary Focus Conference February in Wellington was cancelled – Leadership Day on Friday 27th February still going ahead. 	Denise
4.0	<p>PHC TEAM</p> <ul style="list-style-type: none"> Change on how the PHC team will work. Instead of Meg and Christine working with separate PHO's they will now work across all PHO's. This will mean better cover and smoothness when on leave etc. Meg - Mangere – High intense user programme – Project written up and presented at end of February. High users of hospitals, help PHC regular appointments. 	
5.0	<p>BEFORE SCHOOLS UPDATE</p> <ul style="list-style-type: none"> Before schools steering group meeting every 2 weeks. Currently working to put together specifications i.e. family comes once for check rather than spread over 2-3 visits. 	
6.0	<p>INNOVATION FUNDING UPDATES</p> <ul style="list-style-type: none"> Sandra – new Nurse Practitioner. Growing, working in Marae, support practice nurses and youth health. Going well. Karyn – Pam is doing Nurse Led Clinics. Team – Pam, Sandra, Dolly, Sheona from MIT. Looking at start date of 1st April with 4 rooms. Looking for interested groups – nurses, district nurses, smoking cessation, mental health, podiatrists. If anyone interested in running clinic or knows people who do please contact Pam. 	
7.0	<p>MEETINGS 2009</p>  <p>\\MMH-HDRIVES1\ HeslopS\$\PHC\PHCNF</p> <ul style="list-style-type: none"> What do we want to achieve this year, key actions/purpose Denise – meeting was originally set up to lead, advise and connect Primary Healthcare Nurse Leaders 	

	<ul style="list-style-type: none"> Denise – can champion things on NL behalf, NL are Denise's eyes and ears in PHC – goes both ways. <p>Action Point – Send out ToR to all for updating Action Point – Email list of things to achieve this year/key actions etc to Suz – will then be discussed at next meeting</p>	<p>Suz ALL</p>
8.0	<p>UPDATES</p> <ul style="list-style-type: none"> Jean – carrying on with self management program/course. Looking to train trainers in March –snowball effect Wayne – created draft business plan – develop to business mentor. New GM Tanya Maloney. Changes to senior nurse structure, idea to strengthen structure and have succession planning. Te Poh mental health arm – lots opportunity for innovation in mental health. Denise – 3 new grads for mental health. ADHB has 17 and WDHB 7 – not many across the region. Louise – CEO of Plunket resigned. Currently advertising. No current staffing issues. Perhaps overstaffed with health workers. Karlynne – roll out of school nurses has gone national. In other areas may roll out through PHO's rather than DHB. 47 registered nurses in 29 secondary schools in CMDBH. Have put forward a contract to provide training for DHB's and PHO's. Next week 1st week training then further weeks throughout the year. Tepora – 5 nurses currently doing papers. 4 nurses have done PG cert Liz – losing NE – Liz Milner. She is new Wound Care Nurse Specialist for Surgical Services. Have new location/house – hope to move in March, own building Karlynne – would like to acknowledge Anne Wroe for all her PDRP work with the team. 	
NEXT MEETING		
	<p>Date: Wednesday 4th March 2009 Time: 1.00 pm – 3.00 pm Venue: Primary Health Care Nursing Team Office, 19 Lambie Drive</p>	