



Enrolled Nurse Section
NEW ZEALAND NURSES ORGANISATION

Enrolled Nurse Section NZNO Committee Meeting Minutes via Zoom 16th June 2020

Section/College:	Enrolled Nurse Section NZNO	File Record Code:	
Committee/Division/Region:	Enrolled Nurse Section NZNO National Committee		
Purpose of meeting(optional):	Discuss the Results from the: Enrolled Nurse Scope of Practice Survey Results. Discuss getting the Results Published		
Date & Time (16/06/2020):	16/06/2020 7pm start		
Location (eg city):	Zoom Meeting		
Facilitator	Robyn Hewlett - Chairperson		
Minute Taker	Charmaine Parker - Secretary		
Attendees	Robyn Hewlett (Chairperson), Charmaine Parker (Secretary), Tina Giles (Treasurer & Vice Chairperson), Michelle Prattley (2 nd Minute Taker and Membership Officer), Suzanne Rolls (Professional Nursing Advisor NZNO), Debbie Handisides		
Apologies	Dalreen Larkin		

Summary of Actions from this meeting	Person Responsible
Website updates	Robyn Hewlett
Letter to NZ Nursing Council	Robyn Hewlett
Costing for Soft Coverings and Publishing	Robyn Hewlett
Letter to Central Region Section Members – re Zoom Meeting invite	Robyn Hewlett
Flights purchased for August Committee Meeting	Tina Giles
Draft of NZNO Guidelines on the place of Enrolled Nurses in the NZ health care system – Upload to EN Website – and all updates added	Robyn Hewlett


Topic	Discussion	Action
Website	Discussions to have up to date training options: Updated on the EN Website. Keep all documents current.	Add professional training – with links to training possibilities. Robyn to advertise that there is a lot of online education coming up in the next few months. Quality Commission – they have advanced care planning, EN's can do an online module, for professional development. Update the guidelines for aged care online.
Delay in Clinical EN placements due to Covid-19	1st Year EN's affected, will need to catch up on their Clinical placements this year. Ara- problematic for graduating RN's – West Coast, SCDHB, CDHB.	
Discuss the Results from the: Enrolled Nurse Scope of Practice Survey 2019 Results.	Request a meeting – with NZ Nursing Council	Robyn to send a letter to NZ Nursing Council (NZNC), Summarize the findings: <ul style="list-style-type: none"> - Outline the findings - Outline the Scope of Practice - Outline the main issues about delegation and direction. - The word "Under" not preferred. - Outline comments given, to NZNC. - Difficult to move into other Dept's within the DHB's, or to go between DHB's. - Workplaces restricting medication administration. - Workplaces restricting total scope of practice

Topic	Discussion	Action
Enrolled Nurses as Preceptors for new graduate Enrolled Nurses.	Enrolled nurses in some DHB's are still not preceptors for enrolled nurses	Robyn to write to the Directors of Nurses group (NENZ) emphasizing that training be provided to enrolled nurses, so enrolled nurses can be preceptors for enrolled nurse students and new enrolled nurses graduates.
Discuss getting the Results Published.	Brand and logo the EN Results for publishing	Add an appendix of actions -EN Logo on that Cross reference to see if everything will be in it. Keep as a soft copy not required to be spiral bound. ISBN number required. Robyn to get costing's for the Soft Cover and Logo's added to the Publication
Draft of NZNO Guidelines on the place of Enrolled Nurses in the NZ health care system	Discussion that uploaded to EN Website Discussions regard amendments to the draft: Amendments discussed while reading through the draft document. Draft to be updated by the August meeting	Website links from document to specific pages on the Enrolled Nurse Section website, so the website can be updated regularly and not the document. Robyn to update the reference list. Robyn to complete amendments to present to the Aug Committee Meeting. Robyn to email various EN's regards innovations in the workplace. Michelle to send the attachment to the Committee Meeting Minutes, the guidelines Committee members worked on in Feb'20.
EN in Lakes District Health Board EN in Tauranga	Unable to secure an EN job after completing EN training, having to work as an HCA	Robyn to direct her to speak with her local DON
August Committee Meeting 5th and 6th August 2020	Do the committee Members meet face to face in August 2020? Discussion regards safe guarding the members funds, by purchasing the right flights that can be changed if travel plans are cancelled. Continue to book insurance with our Air Travel	Buy only full flexi flights, with Insurance, as not sure regards Covid 19 status planning forwards. Pay out of the EN NZNO Section funds. Tina and Robyn to jointly write a letter to Kate Weston, Acting Associate Professional Nursing Services, outlining that the

Topic	Discussion	Action
		<p>Enrolled Nurse Section will continue to book and purchase the right flights and Insurance to safe guard our funds, if committee members plans change. We are all volunteers and at times our circumstances change due to unforeseeable situations</p> <p>Moved: Tina Giles Seconded: Robyn Hewlett</p>
NZNO College & Section Day	Save the date of 18 th August 2020	<p>18th August 2020, Wellington Requires EN Representatives face to face in Wellington. The Enrolled Nurse Section NZNO has been asked to do A presentation on "The journey to get the EN SIPP"</p>
NZNO Conference and AGM	16 th & 17 th September 2020 – Zoom Meeting	Requires two EN Representatives – decision by 2 nd July 2020
Nominations for Enrolled Nurse Section Committee	One EN nomination received to date	Await for further nominations
Central Regional EN Section	- Palmerston North, Wanganui and New Plymouth	Robyn to write a letter inviting the members, in this region to a meeting by Zoom, in an effort to re-instate a Committee – for Central Regional EN Section.
Reminder of Nominations for the committee members	Deadline for nominations the 26 th of June 2020	To be discussed at the next meeting, unless 2 or less are nominated then the 2 or less will be automatically nominated.

Meeting Closed (Time): 20.30

Next meeting/teleconference/ Zoom will be held (Date and Time): To be confirmed

Date minutes confirmed:	6/8/2020
Signed:	
Name:	Robyn Hewlett Chairperson