**Enrolled Nurse Section NZNO Meeting Minutes 2**\(^{nd} \& 3^{rd}\) February, 2016**

<table>
<thead>
<tr>
<th>Section/College:</th>
<th>Enrolled Nurse Section NZNO National Committee</th>
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<tr>
<td>Committee/Division/Region:</td>
<td>Enrolled Nurse Section NZNO National Committee</td>
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<tr>
<td>Purpose of meeting (optional):</td>
<td>Committee meeting</td>
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| Date & Time (dd/mm/yyyy): | 2\(^{nd}\) February, 2016  Opened at 0950  Closed at 1630  
3\(^{rd}\) February, 2016  Opened at 0840  Closed at 1630 |
| Location (eg city): | Willbank House 3\(^{rd}\) Floor NZNO Offices Willis Street, Wellington |
| Facilitator: | Leonie Metcalfe |
| Minute Taker: | Bernie Morgan & Brenda Columbus |
| Attendees: | **National Committee:** Leonie Metcalfe (Chairperson), Angela Crespin (Treasurer), Bernie Morgan (Secretary), Maree Hurst (Newsletter Editor, Regional ENS Liaison Officer & ENS Vice Chair), Brenda Columbus (Second minute Taker & Newsletter Editor) Lea Thompson (NENS Te Rununga Rep) Denise Kreft (NENS Committee Member) Deborah Urquhart (NENS Committee Member) Suzanne Rolls (NZNO PNA) |
| Apologies: | None  
Committee all present |
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<tr>
<th>TOPIC</th>
<th>Discussion</th>
<th>Action</th>
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<tr>
<td>Meeting NZNO NENS Committee</td>
<td>Leonie Metcalfe (Chairperson)</td>
<td>Leonie welcomed the National Committee to their third meeting in Wellington.</td>
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| Minutes of last meeting: 10th & 11th November, 2016 NZNO Offices Willis Street, Wellington | Moved: Maree Hurst  
Seconded: Lea Thompson  
Matters Arising:  
No further discussion | As recorded and tabled by Bernie Morgan  
Suzanne requested that minutes of meetings be completed at least 4 weeks after the meeting in order to complete corrections and finalize any tasks allocated pre next meeting.  
Read as a true and correct record. |
| Correspondence In                          | As Tabled By Leonie Metcalfe & Bernie Morgan  
Moved: Maree Hurst  
Seconded: Deborah Urquhart  
Matters Arising; | Letter from Dorothy Browning Re; The article in the November issue of the Kaitiaki |
| Correspondence Out                         | As Tabled By Leonie Metcalfe & Bernie Morgan  
Matters Arising | No Matters Arising                                                             |
| **2016 NENS Conference Update** | **Planning is continuing to go well**  
Marlborough Convention Centre | There have been no EN Abstract Presentations received to date.  
Marlborough | **There is an EN who will present on Home Dialysis from the Southern region**  
**Debbie is sourcing an EN in her region who can present on Bowel Management.**  
**Angela Crespin will approach an EN in her region who can do a presentation**  
**Suzanne suggested that the representative from Australia Leanne Smith (ARCN) may be a good presenter as she has a very interesting background in Mental Health and currently sits on an ACN Academic subcommittee and NENA Education Committee**  
**When she was in Melbourne Australia Leonie caught up with MaryAnne Craker who has now retired**  
**Invitation to Covidian who manufactures dressing products to speak at conference**  
**As the Top of the South EN Section is very small we should advertise the NENS Conference to all EN’s on the NZNO Database and in all our regions to encourage attendance**  
**The Conference Organizing Committee are being provided with shirts by a local sponsor.**  
**To be celebrated at Conference on June 30th**  
**Angela has sourced prices**  
4 x committee members will require accommodation Chairperson. Vice Chairperson  
Secretary and Treasurer  
Other Committee Members or NENS Members can apply for funding through NENS  
Education Fund or Florence Nightingale  
Chateau $125.00 a night for 2 persons  
**Call for Nominations for NENS Committee**  
Call for Remits can be requested now  
**Advertising for NENS Committee Positions**  
**Draft strategic Plan to be published on the NZNO EN Website and open for comment to all the membership. This will be closed by 22nd April, 2016**  
**All AGM Documents are to be included in members packs**  
**Treasurers Report, Chairperson Report, All Regional Reports and Te Rununga representative report should all be in by May 7th, 2016 and can be spoken on at Conference.**  
**Suggestions for panellists**  
Beth Tester CEO  
Angela Crespin NENS Committee Treasurer  
Pam Klesanowski DON Nelson & Marlborough DHB  
Nick Smith MP for Blenheim National Party  
**Question for the panel on the Application of the Enrolled Nurse Scope of Practice.**

| **Leonie Metcalfe Chairperson NENS liaising with** | **Debbie Hawkey Chairperson Top of the South ENS** |   |
| National Enrolled Nurses Day |   |   |
| **Angela Crespin NENS Treasurer**  
Conference Accommodation |   |   |
<p>| <strong>AGM Documentation</strong> |   |   |
| <strong>Discussion Panel for AGM</strong> |   |   |</p>
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<tr>
<th>Senior Advisor Office of the Chief Nurse</th>
<th>Jane Bodkin</th>
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This Committee introduced themselves to Jane and the work that they do. Jane introduced herself to this Committee speaking on the clinical positions she held prior to working for the Ministry of Health Chief Nurse. Their work is to encourage the Ministry of Health to think about the clinical aspect of nursing, keeping nursing at the forefront of the ministers minds.

There is currently a restructuring of departments and positions at the Ministry as part of the Ministry on the Move initiative. With a change in position for Ruth Anderson Leonie has written a letter to the Chief Nurses Office. Alison Hussey has started some work promoting the Enrolled Nurse and employment for them.

Dr Paul Watson has Data which highlighting evidence of EN employment and their average age.

With the program he can predict which areas will be most in need in the future. MOH are predicting a decline in qualified nurses in 2017.

The unregulated workforce will have an increased role in the workforce. Angela stated that 1 in 25 EN Graduates were able to gain employment after they qualified at CCDHB.

An Advanced choice of employment exists for the Registered Nurse but not the Enrolled Nurse.

An ACE plan for EN’s is on the Agenda for the next meeting of the New Zealand Nursing Executives Committee.

There will be 3x choices available of DHB’s and which area and FTE equivalent is available.

New Graduates will be assisted along with employers to find each other. Promotion of the EN Model of Care and Scope of Practice Dr Paul Watson will present on this.

Leonie asked Jane for an update on Inter Rai, and the processes involved.

Jane told us that it is an International Organization Inter Rai Assessments are done for The aged in Residential Care or The aged at home in the community

Training for using the tool includes,

Interviewing skills and techniques on how a client completes the Activities of Daily Living including mobility and nutrition

The Data is then uploaded into the database, the information gathered is then formulated into a Care plan which includes positive healthy outcomes and can determine how many services that may be needed to support the client in the community or find placement in a Rest Home.

There have been some teething problems as the old assessment tools and the new Inter Rai are still being implemented.

EN’s can do the assessments with RN supervision, a recent pilot study showed that the EN’s could complete the Inter Rai assessments without problems, this is a good outcome for EN’s

The Ministry are keen for this to continue and EN training.

RN’s need to pass their assessment first so that they can Direct and Delegate EN’s with using the assessment tool.

Especially in aged care the EN is the stable workforce, many RN’s being younger tend to
| NENS Business & Operational Plan | Leonie Metcalfe (NENS Committee Chairperson)  
Enrolled Nursing Priorities for 2016 |

Promotion of the Enrolled Nurse role in the wider health sector  
We have invited Jane Bodkin, Alison Hussey (MOH Chief Nurses Office) and Carolyn Reed (Nursing Council of New Zealand) to our ENS committee meetings to ensure conversations on EN workforce planning and employment  

The ENSIPP Document is now being utilized or parts of it by some of the DHB’s and Health Sector facilities.  
This NEN Section has no legal mandate to enforce the use of the document in it’s entirety, but if they are using parts of it that are relevant to their DHB or facility it’s all good.  

The meeting with representatives from NENS and the National Directors of Nursing is set for May a great opportunity to promote Enrolled Nurses  
Liaising with and sitting on Tertiary education committees that deliver Enrolled Nurses training  
EN Study Days around the regions in planning stages for 2016  
Promoting EN’s to complete PDRP |

Come and go.  
Where is the funding coming from to train Nurses to confidently use the Inter Rai assessment tool.  
Mostly from Aged Care providers who want to use the tool will bear the cost of the training.  
Work will continue on the document.

Jane was asked about positions across the Oceania Company.  
The Oceania Group are starting a roster project excluding Enrolled Nurses.  
They currently run  
38 Hospitals  
41 Resthomes  
19 Dementia Units  
26 Retirement Villages  

They are not employing EN’s as EN’s but as health care assistants and using their qualifications by giving them responsibilities equal to an EN.
<table>
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<tr>
<th>NENS Strategic Plan 2018-2020</th>
<th>Leonie Metcalfe (NENS Committee Chairperson) Suzanne Rolls (NZNO PNA)</th>
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<tr>
<td></td>
<td>NENS Chairpersons role</td>
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<tr>
<td></td>
<td>Meeting Regional Sections and attending Regional Study Days when appropriate</td>
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<td>Refresh Media and information sharing</td>
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<td>Introduction of new format for NENS Newsletter, next newsletter due out April</td>
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<td>Liaison Officer getting the information out to Regional Chairs and the wider membership</td>
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<td>This section needs to update the Strategic Plan and bring it in line with the NZNO organization Strategic Plan.</td>
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<td>Strong Workforce</td>
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<td>Bullet point 2 – Contribute to the sectors understanding of the current and future nursing workforce</td>
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<td>Bullet point 8</td>
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<td>Bullet point 4 – Improve health outcomes</td>
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<td>Bullet point 2 – Skilled Nurses</td>
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<td>This committee needs to complete the work to finalize this Strategic Plan</td>
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<td>Prepare the paperwork and post out to all the ENS Regional Chairs to initiate discussion and enable an appropriate time for adequate feedback</td>
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<td>Roll out beginning of March and close by April 23rd, 2016.</td>
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<th>NZNO Industrial Advisor</th>
<th>Lesley Harry</th>
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<td>This Committee introduced themselves to Lesley and explained the roles they have and the extra skills they have achieved</td>
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<td>There are 3000 EN’s with current Annual Practicing Certificates</td>
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<td>Questions were put out to the Regional NENS Members</td>
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<td>The Largest response were from EN’s who were disappointed in the fact that there was no financial recognition for PDRP attainment</td>
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<td>Lesley spoke of the problems they had with the negotiations that the DHB’s said they would not respond to the NZNO for an increase in the EN PDRP.</td>
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<td>PSA ratified the offer which left PSA nurses &amp; NZNO nurses working side by side doing the same job on different pay scales.</td>
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<td>RN’s pay increased for PDRP,</td>
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<td>At the ratification meetings comparisons were made with nurses wages and those of teachers and the police force.</td>
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<td>It was argued that there was going to be a nursing crisis by the year 2017, DHB’s are struggling with Budgets and being able to pay the staff.</td>
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An issue for next year, strategic claims parity issues and the value of PDRP
Just and fair issues eg: Injuries arising to nursing staff from secondary to assaults from patients

The negotiations team managed to push up the offer last time with time
Their priority is to assess the mood of the membership before meeting expectations.
The last move would be industrial action
Stakeholders have to apply to opt out of bargaining negotiations and this would seriously put our MECA in trouble.

HCA’s pay rate overlaps with EN pay rate in order to correct this other members could lose relativity.

We have a history of new scoping and there is no legally accepted existing ENSIPP programme for the new EN as there is for the RN (NetP)
The new rescoping Lesley stated that the Negotiating team will have to present clear evidence of how since the rescoping what the roles and responsibilities are now and how the EN role has changed.

This is happening to every nurse even RN’s They too are taking on extra roles that once an expert nurse would do but are not being paid any extra.
An issue that arises if we continue to embark on this discussion we need to have the support and agreement across the table to establish what our claim is.

PDRP will be included in the negotiations with the DHB membership committee
The work plan is set; issues that were unable to be resolved that needs addressing.

Questionnaires have been sent out to the members about process and bargaining collective
Over the last 10 years Nursing has developed with the introduction of RN Prescribing
The obligation of the negotiating team is to treat every group fairly, they don’t want to raise members expectations and then be unable to deliver satisfaction.
The NZNO Research team will be gathering information relevant to the most important issues,
with reference from the CTU and how DHB’s are being underfunded.

MOU/NZNO Employment opportunities
Highlight that when an EN leaves or retires she should be replaced with another EN
Opportunities for new EN graduates
Include the EN in the Care delivery percentages

We will continue to liaise with Chief Stakeholders to promote the EN and inform them of the changes that have been made to our scope and continue the conversations

Lesley reassured us to trust the process she is nervous that meeting with smaller groups may raise expectations she can’t deliver on.
Lesley stated that she is confident that the PDRP for the EN’s will be included in the next round of pay negotiations.
We would like to have one generic PDRP nationally. This is not going to happen in the near future until there is a political will. The win for this committee would be the demonstration of employment of EN graduates. The HCA's living wage was rejected at the last pay talks.

Lesley thanked this committee for the invitation and the opportunity to feedback.

| NENS Education Fund | Leonie Metcalfe & Angela Crespin | 3 x Feedback forms received from NENS Education Fund recipients
Cecelia S Dungo Auckland ENS Study day
Barbara Hickin Reported on Infection Prevention and Control Conference
Van der Boom Auckland ENS Study day
2 Enrolled Nurses have been invited to join the Pressure Injury prevention Group mostly made up of experts and it will be run by ACC
2 Enrolled Nurses profiles have been forwarded to them for consideration |

| NENS Regional Chairpersons reports | Maree Hurst NENS Liaison Officer | Reports tabled and will be uploaded on to ENS webpage
Moved Deborah Urquhart
Seconded Maree Hurst |

| Nursing Council Of New Zealand | Carolyn Reed CEO/Registrar NCNZ & Maureen Kelly Education and Standards Officer NCNZ | This Committee introduced themselves to Carolyn and Maureen. Carolyn stated she can see the positives in our roles but also the fear of our ages. Carolyn introduced herself she has been a member of NCNZ for 10 years the CEO for the last 6 years. She believes that the Enrolled Nurse is important to the Model of Care, she hopes that other DHB's will carry the momentum and employ more EN's. She lives in Nelson but commutes to Wellington for her work.
Maureen Kelly spoke about the Recertification Audit which operates on random selection. She initially trained as a Psychopaedic Nurse 30yrs ago and then went on to polytech to train as a Comprehensive Nurse. She spoke of how EN's numbers are diminishing |
There are currently 2726 with current annual practicing certificates on the register. Working for 32 hours a week on average .8FTE
Average age 50 plus
235 over 65-70
619 over 60
25% EN workforce over 50 in 2015
What is holding the workforce planning back
EN’s made up 80% European and Pakeha
Tertiary Education Providers North Island 2013 170 New Grad EN’S passed States
Wintech and Whiterea 2015 128 New grad EN’s passed states
South Island
Southern Institute of Technology
CPIT and Otago
The South Island are showing the way with employment and Southern DHB is very supportive of their New Graduate EN’s
16 of the November EN grads went on to join the RN Bachelor of Nursing degree program.
Most new grads if they can’t get work as an EN take on work as a HCA in aged care.
The Office of the Chief Nurse are very supportive of the EN and champion their role in the HWFNZ Team and believe that they should be able to work to the full extent of their SOP.
EN’s who are being reported to NCNZ are generally very low and often age related.
Maureen stated that EN’s who return to nursing often have limited opportunities in the health workforce.
Leonie asked are there many students who drop out?
The EN training program is generic across the country, often times the students experience in the education system has not been a positive one. It’s important to ensure that they are well supported.

NCNZ are currently in the process of moving to a new building. There are still a lot of projects they are currently working on
Nurse prescribing work is progressing.
Regulation -> approval of program for prescribing especially in the more rural areas
where there is no General Practitioner or Locum in residence, the new program will enable
the Community Nurse to prescribe Anti Biotics or adequate analgesia for Palliative
patients in the community.
They will have to complete a Post Graduate Course
and maybe an online course monitored by prescriber mentor.
They have sought Nurse Practitioner consultation and feedback and have made changes
to the education program.

NCNZ are looking at the Internationally trained nurses and how they are integrated into
the health workforce of New Zealand.
NCNZ have a new Chairperson Katherine Burn
Vice Chair Jo Watson
Lay Person Paula Snowden
Tanya Kemp a lay person whose Whakapapa hails from the Pit Islands.
| Financial Report | Angela Crespin (NENS Treasurer) | 6th October, 2015 Cheque No: 1892 Payment for 2 invoices  
All paperwork present and correct  
31st December, 2015  
Balance Cheque Account $24,668.06c  
Term Deposit as of 18th January, 2016 $40,102.35c  
30th November, 2015 total Equity earned $108,333c  
Spot Audit  
11/11 Maree Hurst Meeting expenses Paperwork all present and correct  
11/11 Denise Kreft Meeting expenses Paperwork all present and correct  
Spot Audit passed.  
Angela moved her Financial Report  
Seconded Maree Hurst |

**Date of Next Meeting: August 2016**

Date Minutes Confirmed:  
21st August 2016  
Signed:  
Malcalf  
Name: Leonie Malcalf