



Enrolled Nurse Section

NEW ZEALAND NURSES ORGANISATION

Enrolled Nurse Section NZNO Meeting

Section/College:	Enrolled Nurse Section NZNO National Committee	File Record Code:	A876.01
Committee/Division/Region:	Enrolled Nurse Section NZNO National Committee		
Purpose of meeting(optional):	Committee meeting		
Date & Time (dd/mm/yyyy):	31 October 2017 opened @ 0930 hours closed 1615 hours 1 November 2017 opened @ 0830 hours closed 1535 hours		
Location (eg city):	NZNO Office 17 Washington Way Sydenham Christchurch		
Facilitator	Leonie Metcalfe		
Minute Takers	Deborah Urquhart		
Attendees	Leonie Metcalfe (Chairperson) Robyn Hewlett (Vice Chair & Membership Officer) Angela Crespín (Treasurer) Brenda Columbus (Secretary & Regional Liaison Officer) Deborah Urquhart (2nd minute taker & Co Editor Panui) Lea Thompson (Te Runanga Rep & Co Editor Panui) Sue Goodwin, Suzanne Rolls (NZNO PNA)		
Apologies	Lea Thompson apologies for Tuesday 31/10/17 Brenda Columbus apologies for Wednesday 1/11/17		

Summary of Actions from this meeting		Person /s responsible
Submissions .Guidelines Administration of Medicines		Robyn
Items of interest for Panui		Lea
Advertising 40 th Annual Enrolled Nurse Section Conference		Leonie
Updating Enrolled Nurse Section pamphlet		Committee
Enrolled Nurse Barrier document		Chair and Committee
Topic	Discussion	Action
Meeting NENS Committee	Leonie Metcalfe (Chairperson)	Leonie welcomed the Enrolled Nurse Section committee and Suzanne NZNO PNA to the meeting. Deborah gave a Health & Safety briefing and evacuation procedure
Acceptance of Meeting Agenda		The meeting agenda had been circulated and was confirmed with no further business requested or added for discussion
Minutes of last meeting	Moved Sue Goodwin Seconded Lea Thompson Matters arising	No matters arising Minutes accepted
Correspondence In /out	Moved Leonie Metcalfe Seconded Robyn Hewlett	Outward Correspondence Guidelines administration of medicines Robyn will send out to Chairs/ Committee members Lea to email Chair/sections about items for Panui No matters arising Correspondence accepted

<p>2018 Conference Update</p>	<p>Maree Hurst from Canterbury Enrolled Nurse Section joined the meeting.</p>	<p>Leonie, 40th Annual Enrolled Nurse Section NZNO. Conference budget confirmed. Well done to Maree.</p> <p>Maree will meet with new Conference Liaison person at Rydges in the next few weeks. Current support person Sheryl Walls has resigned.</p> <p>Partners attending Conference dinner will also receive one free drinks voucher.</p> <p>Registration \$425.00 remains the same as last year.</p> <p>Early bird registrations close 16 March 2018</p> <p>Registrations close 20 April 2018</p> <p>Theme for Conference dinner Hollywood Red Carpet</p> <p>Maree and Suzanne to email Kevin Simmonds at NZNO to address issues with ANZ.re finalizing opening conference bank account</p> <p>Conference Registration Officer will be Deborah Urquhart</p> <p>Advertisement in to be placed in Nursing Review, NENA website (Australia) and Kai Tiaki</p>
<p>Cathy Andrew, Head of Department of Nursing, Midwifery and Allied Health in Christchurch</p> <p>Rose Mitchell, Programme Leader New Zealand Diploma in Enrolled Nursing Ara</p>		<p>Cathy reports that there are declining numbers enrolling for both Bachelor Nursing and Enrolled Nursing, Ara promoted Enrolled Nurses with an information stand which was held at Bunning's Tower Junction Christchurch.</p> <p>All 7 Polytechnics, now follow one National programme, the New Zealand Diploma in Enrolled Nursing.</p> <p>Reports of good employment rate of enrolled nurse graduates</p> <p>Mental health 7 new EN positions</p> <p>Operating theatre 1 new EN position in Canterbury</p> <p>Discussion held re Ara partnering with Canterbury Regional Enrolled Nurse Section in hosting EN conference 2018.</p> <p>Important to have input from Ara.</p> <p>Cathy and Rose will have a presentation slot at conference.</p> <p>Suggestion to have an EN student on the panel at 2018 Conference.</p>
<p>Dr Margaret Hughes Senior Lecturer –Nursing, Midwifery and Allied Health, Ara</p>		<p>Margaret spoke on her research leading to her thesis on Direction & Delegation.(D&D)</p>

The main message from her paper was the message not getting through to RNs on D&D as they don't know/understand their own scope of practice.

It was a Qualitative Research.

34 participated. 1/2 RNs and 1/2 ENs of all different skill levels

D&D not happening –communication lacking but allocating is happening, but the RN does not understand the role of the EN

.Also the lack of knowledge on D&D.

NCNZ have the following :

Guideline Delegation of care by a Registered Nurse to a Health Care Assistant"

Guideline Responsibilities for Direction & Delegation of care to Enrolled Nurses

Suzanne – NZNO did submit to NCNZ an alternative algorithm on D&D when the guidelines for D&D of enrolled nurses reviewed. Maureen Kelly at NCNZ very receptive.

Suzanne to send to Nursing Council old guidelines to Margaret.

Margaret – there needs to be more education /study/ learning re D&D.

ENs did not want to work outside their Scope of Practice

Margaret has just returned from a research conference in Canada.

"The killer of D&D is "Primary Nursing" working in a team"

It was suggested that Margaret needs to present to DONs

Margaret's thoughts are that

NCNZ need to do a roadshow on D&D

For a positive D&D relationship as D&D is a relationship.

New Grads –expect D&D on the wards

Seek delegation

D&D is a relationship

"RNs should inform health consumers when they are delegating aspects of their nursing care to enrolled nurses"

Study Methodology- Narrative- listening to nurses stories

ENs frightened to talk about D&D

The guidelines do not make sense on D&D

NCNZ need to rewrite the guidelines in relation to communication.

Enrolled Nurse Section to write to NCNZ re guideline on D&D and the need for a review.

		<p>Leonie invited Margaret to speak at EN Conference 2018 Margaret has gladly accepted. Margaret submitted an article to the August 2017 issue of Panui on her research work and findings.</p>
Enrolled Nurse Annual Conference Registration		<p>Currently full conference costs are paid for Chairperson, Vice Chair, Secretary, and Treasurer to attend the Annual Enrolled Nurse Section conference After discussion and to recognize the work commitment of the national committee Registration fee will now be paid for ALL NENS Committee members. Committee members will need to fund or source funding for conference travel and accommodation. Full conference costs will continue to be paid for Chairperson, Vice Chair, Secretary, and Treasurer</p> <p>\$1700.00 will be the cost of 4 committee members registration fee for conference 2018.</p> <p>Moved Robyn Seconded Angela</p>
Promotional materials		<p>Order and relook at promotional materials- pads, pens etc. Magnets. Look at replacing the Enrolled Nurse Section 'pull up banner" banner, there will need to be some changes in the wording to reflect the Enrolled Nurse strategic plan and to include the updated NZNO logo</p>
ACC & Enrolled Nurses	Issue of Enrolled Nurses not being enabled to be ACC treatment providers in some employment settings.	<p>Angela gave an update Ongoing Leonie ,Angela and Suzanne to meet in Wellington</p>

<p>Jane Bodkin Senior Advisor –Nursing Office of the Chief Nurse</p> <p>Jill Clendon, Chief Advisor- Nursing Office of the Chief Nurse</p>	<p>Via Video Conferencing</p>	<p>Committee introduced themselves. Update on ACC stance on whether ENs can be treatment providers. ENs should be able to be treatment providers for ACC ACC never intended for ENs to be ACC providers –It is a mistake and an oversight by ACC. In 2003 after HPCA Act came in looked at ENs be included/excluded. Definitions of nurse in HPCA ACT “someone who performs “general nursing functions”.</p> <p>NCNZ and MOH have informed ACC that their policies are not in line with MOH policies. MOH will provide ACC information re EN SoP and written advice to help ACC understand the EN SoP. ACC have apparently stated that there may be some work to do around this to make it okay. Suzanne indicated that we will reflect on that. Jill quoted that the legislation would be needed to change the law.</p> <p>Jane indicated that our job is to convince ACC that EN's can provide ACC wound care.</p> <p>Sue G asked about a time frame and Jane responded that this could be an opportunity for the Section to lobby ACC but it looks like it could take quite a while.</p> <p>Jill Clendon – You do a fabulous job and do a great job at lobbying etc. Keep it up.</p> <p>Suzanne – they have just given us permission to lobby,</p>
<p>ACE System</p>		<p>Enrolled Nurses to be incorporated into this –Jane indicated that DHBs had asked for more facts It is the DHBs who pay for ACE, therefore are the critical decision makers in this–DONs not all aligned in their thinking re this and some DONs don't see ENs as part of their workforce.</p> <p>Nationally there has been a shift in this. NENZ next meeting in December and also DONs meet in a few weeks Outcome going back on the agenda. The ACE Reference Group have discussed ENs being incorporated into ACE and it is on their agenda at December 2017 meeting</p>

Re supported into practice program – more DONs are moving towards this. ADHB have supported into practice program.. There is positiveness out of this, keeps ENs on their agenda. Leonie – What can we do to progress this?

Jane – the mental health area is moving forward- Waitemata looking at ENs again in MH. In mental health there are more new grads being employed and with our new government they are wanting more nurses. Going to need more BN intakes into nursing.

Northland employing ENs but not new EN graduates
Unitec have come off list of providers of the EN education program.

Waiting for latest EN employment data. Kathy, Ara still waiting for data to come in from providers.

Currently there are only 7 providers for Enrolled Nurses
There is currently a shortage of experienced mental health nurses.

Need more intakes into the schools of nursing.

Jill Clendon - Des Gorman, HWNZ Chairperson, -\$10million contestable fund for new innovations, is on the HWNZ website which outlines the details. Applications open in 2018. An opportunity for EN Section

Health workforce development

Jane Bodkin – spreadsheet for enrolled nurse section re barriers and solutions. Continue to work with Ministry and update on who is employing Enrolled Nurses.

Had sent out the NP spreadsheet for our information. suggestions for it of ACE, ENSIPP

Jane – we need to work together. We can't make employers employ enrolled nurses,

What are our strategies to employ enrolled nurses?

Suzanne – we are getting another flavour of employers in aged care against employing ENs, following an audit. ? Health cert auditing, made a recommendation to remove an EN in a large aged care facility/company in NZ.

		<p>Jinny Discuss strategies to promote enrolled nursing</p> <p>Discussion with Sue, encourage members to apply for funding for study, conferences etc. Scholarships and grants funding under utilised</p> <p>Multiple forms to fill out not many from Enrolled Nurses</p> <p>Don't receive many applications from ENs why? Marketing, NZNO maybe to do criteria-application from individuals at the moment.</p> <p>Report back to Kai Tiaki - promoting and updating makes members aware.</p> <p>Sue to write a piece for the December issue of Pánui</p> <p>Barriers to applying for funding etc</p> <p>Applicant Pays before hand</p> <ul style="list-style-type: none"> - Pre-approved prior to attendance - ENs told they cannot do study by employers, DONs, CNMs - Review the criteria – move from receipt to invoice. - Rosters - Study leave not approved until roster out, which results in dearer flights, accommodation etc. - Application forms need to be easier to fill in, simplified. <p>Ara only provider for face to face professional development for ENs.</p> <p>Otago Polytechnic in discussion with Southern Region eN Section</p> <p>NZNO – need to market their Grants.</p> <p>Streamline them more</p> <p>After round of grants, put in Kai Tiaki saying how many have received grants etc</p>
Zara Fraser Business Development Consultant Career force	Professional Development opportunities for Enrolled Nurses	<p>Health Ed no longer operates, although the five current Enrolled nurse professional development modules can still be accessed.</p> <p>Leadership courses offered</p> <p>Level 4 project focused – not nursing focused</p> <p>Support</p>

		<p>Career force education not a focus on enrolled nurse professional development. Focus is on Kaiawhina/support worker education</p> <p>Online my pathway- length of time , ? too long needs to be flexible</p> <p>There are a lot of providers offering courses, so enrolled nurses are encouraged to be proactive in seeking education opportunities.</p>
Financial report	Tabled by Angela Crespin	<p>29 September \$36,050.96</p> <p>Cheque \$62.12 –conference call September 6</p> <p>Robyn reimburse stationary \$132.49</p> <p>Deposit from Auckland \$7605.87</p> <p>Seeding money returned \$7000.00</p> <p>Term deposit 3% \$41,545.02</p> <p>Spot audit completed and passed</p> <p>Moved Angela</p> <p>Seconded Sue</p>
Reimbursement		<p>Leonie to be reimbursed for lollipops she self funded to be used at regional study day, NZNO C&S day and NZNO AGM/Conference 2017</p> <p>Cost \$301.30</p> <p>Moved: Robyn</p> <p>Seconded. Brenda</p> <p>Discussion on travel/accommodation to visit Wanganui DHB to meet Directorate and to visit UCOL Wanganui to meet EN tutors and students. Independently arranged and funded by Chairperson Leonie.</p> <p>Agreed by the committee that these costs should be reimbursed as travel was related to Enrolled Nurse Section business. Leonie to submit claim form and receipts to treasurer for payment.</p> <p>It was agreed that an expense facility be included in the</p>

		<p>Enrolled Nurse Section business and operational plan to cover such expenses incurred the National Chairperson.</p> <p>Moved: Angela Seconded: Sue</p>
NENS Regional Chairpersons reports	Reports received read and tabled	<p>Reports as tabled and will be uploaded to the Enrolled Nurse Section webpage</p> <p>No reports from BOP/Tairāwhiti, Hawkes Bay, Greater Wellington. Top of the South & West Coast,</p>

Date of next meeting:

Date Minutes Confirmed:	8.2.18
Signed:	L. Medcalfe
Name:	Leonie Medcalfe