



**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):	7 February 2018 opened @ 0935 8 February 2018 opened @ 0855		
Location (eg city):	NZNO Office, Level 3 Crowe Howarth House Willis Street, Wellington		
Facilitator	Leonie Metcalfe		
Minute Taker	Brenda Columbus & Deborah Urquhart		
Attendees	National Committee: Leonie Metcalfe (Chairperson) Robyn Hewlett ( Vice Chair & Membership Officer ) Brenda Columbus (Secretary & Regional Liaison Officer), Lea Thompson ( NENS Te Runanga Rep & Panui Co editor), Deborah Urquhart ( 2nd Minute Taker & Panui Co - editor ) Sue Goodwin, Treve Swan, Hilary Graham Smith ( standing in for Suzanne Rolls)		
Apologies	Angela Crespin & Suzanne Rolls Sue Goodwin apologies Thursday 8 February		

Summary of Actions from this meeting	Person Responsible	2
Jane Bodkin – write a letter requesting a meeting with ACC and scope of practice of EN's	Jane Bodkin	
Claire Austin – would like a concise definition of and Enrolled Nurse – look at visibility of nursing & "Nursing Now" campaign	Leonie	
Pamphlet – two week timeframe	All committee	
Barriers to Enrolled Nursing by 9/3/2018	Robyn to update and number priorities with time frames	
NZNO/DHB MOU for Enrolled Nurses – need more clarity and enforcement	Committee	
Conference booklet	Leonie	
Paunui – keep those articles coming in. Newsletter produced March, August, & December	Lea	
Banner – needs updating. Previous two purchased from One source	Sharyne and Chairperson	
Facebook – keep working with Karen	Committee	

TOPIC	Discussion	Action
<b>Meeting NZNO NENS Committee</b>	Leonie Metcalfe (Chairperson )	Leonie welcomed the Enrolled Nurse Section committee and Hilary Graham Smith (proxy for Suzanne Rolls)
<b>Acceptance of Meeting Agenda</b>		The meeting agenda had been circulated and was confirmed with no further business requested to be added for discussion.
<b>Minutes of the last meeting:</b>	Moved: Leonie Seconded: Robyn  Matters Arising	As recorded and tabled by Brenda Columbus & Deborah Urquhart.  Changes made.
<b>Inwards Correspondence</b>	As tabled by Leonie Metcalfe  Moved : Seconded: Matters Arising:	
<b>Outwards Correspondence</b>	As tabled by Leonie Metcalfe Moved: Seconded: Matters Arising:	
<b>Financial Report</b>	As emailed from Angela Crespin  Moved: Seconded:	Balance \$35,513.70 as at 31/1/18 No outstanding accounts

Spot Audit		Not completed due to treasurers absence (committee claim forms and receipts not available)
<b>Regional Chairpersons Reports</b>  <b>Update 40<sup>th</sup> Enrolled Nurse Section NZNO Conference 2018</b>	Read and tabled	<p>See Enrolled Nurse Section NZNO website.</p> <p>Registrations coming in slowly.  Request for invoice – Robyn will send out invoice template  Maree- will send out Conference info to Chairs to send out to members.  Advert in Kai Tiaki in February.-Leonie sent through. Same costs as last year.  Robyn? advertise in Nursing review , Insight Magazine ( Aged care)  Panui , Leonie has sent copies of Panui to David Waite  On line registration Two cheque books sent to Canterbury ( Maree Hurst) Kevin Simmonds informed  Committee will complete their conference registrations today and payment to be actioned by Angie Crespin.  Applications for grants for funding for attending Conference. –Brenda to send out list of grants to Regional Chairs  <b>Conference Program</b>  Diane Martin has confirmed her attendance. She has booked her own air fares, registration, accommodation; she will be travelling with two others.  Panel discussion- topic ? smaller number on panel Suggestion for topic.  Ara ?student to speak. Maree to discuss with Rose Mitchell  A suggestion ?cut afternoon tea. ½ hour breaks from day 2 &amp; finish at 1600 for people to get out to get ready for evening events. Leonie will discuss with Maree  Use cake for afternoon tea  <b>Abstracts</b>  Judy Jessop has sent an outline of her presentation  Leonie will write to Judy asking for a full power point, presentation to be received by 25 February  Anita Te Kahu – a few critiques required Darleen – a few critiques required  Robyn suggested letter to confirm abstract and requesting complete power point by March 31  Mount Eden Corrections Facility presentation will include EN participation rather than a separate Enrolled Nurse abstract  Discussion and decisions need to be made re content</p>
<b>Barriers to Enrolled Nursing</b>		<p>Hilary suggested prioritizing with a time frame and dates</p> <ol style="list-style-type: none"> <li>1) ENSIPP (since 2014, suggested we would like a response from you by.....)</li> <li>2) ACE</li> <li>3) Improving the data (HWNZ)</li> <li>4) Role of Enrolled Nurse</li> </ol> <p>Different attitudes by different DON's to Enrolled Nurses. Only a few DHB DON's hold nursing budgets - Bay Of Plenty, Wanganui and Hawke's Bay.</p>

		<p>Hilary- NZNO is lobbying HWNZ for equality of funding.          ? Research re EN's – we have talked to Jinny in regards to this.          Look at NZNO The Strategy of Nursing – the three scopes for nursing          Have Ministry respond to why we aren't included in ACE programme apart from funding.          RNs don't have the understanding re Delegation &amp; Direction-suggestion of a survey          CCDM- would /should indicate skill mix of EN's &amp; RN's          New RN Graduates- 96% new grads (400 graduate in April)          HWNZ have no good data Need to have improvement on how accurate data is collected and shared          NCNZ has good data          7 EN programmes          Currently no workforce plan for NZ Nurses          ? plan for meeting with Andrea &amp; Emma – post conference in Wellington re: do          CCDHB have a plan to employ more EN's.          EN's in IWI providers – Maori directorate to talk about EN's working in this area.          Plunket – MOH providing more funding for 100 nurses          Involving model or care          Public Health- more funding into this area          ACE &gt;          ACC &gt; discuss with Jane Bodkin          Vaccinating &gt;          interRai &gt;          Hawke's Bay – CCDM – employing more nursing staff as per trend care</p>
<p><b>Claire Austin, Group Manager          Health Workforce New Zealand          Ministry of Health</b></p>		<p>Leonie spoke in regards to meeting with HWNZ in 2015. Then gave an overview of Enrolled Nurses –</p> <ul style="list-style-type: none"> <li>• aging workforce,</li> <li>• Numbers of EN's training not meeting data/ EN's retiring</li> <li>• New EN's not getting positions post graduation</li> <li>• The History of EN's</li> <li>• the barriers of enrolled nurse practice,</li> <li>• not understanding the EN scope,</li> <li>• the need for a workforce plan for RN's &amp; EN's</li> </ul> <p>Claire Responded – The Minister of Health showing a strong commitment to Nursing (Claire meets with him regularly)          Workforce Plan needs to be sustainable – skill mix, work plan, needs          Discussed workforce models in Victoria Australia          HWNZ –          MOH has signed off on vocational funding          Currently review of vocational funding, since she took on the position – feedback to Claire.          Need a workforce Strategy</p>

		<p>An action plan (living document) with action plans</p> <p>How do you get the best out of different "skill sets"</p> <p>Inviting 100 people to a 2 day work shop ?23<sup>rd</sup> May 2018 – different voices and different parts of the sector.</p> <p>Claire meeting with DHB strategy group – 1/3/2018</p> <p>Leonie explained the RN NetP is funded but no funding for EN SIPP for ENs</p> <p>Claire – what was required for the program –a six month funded EN SIPP programme</p> <p>?option of starting a EN SIPP program for nurses working in mental health. Leave it with me. Could leg into via Mental Health strategy and funding</p> <p>HWNZ &amp; NCNZ now have a MOU signed a few weeks ago.</p> <p>Claire asked us "Do you understand what an EN Does". You need to do an agreed statement on what EN's do. "I can see a real gap in what EN's do"</p> <p>"Articulate what an EN brings to the health workforce" "What is unique about our role (EN)" What is the difference between EN &amp; RN' "Do a You-Tube".</p> <p>Claire- Everything goes through the Minister. Strengthening around our budget, we have a HWNZ Board, want to expand roles</p>
<p><b>Andrea McCance, Director of Nursing &amp; Midwifery, CCDHB &amp; Emma Hickson, Director of Nursing Primary &amp; - Community CCDHB</b></p>		<p>30 EN students each year coming through CCDHB on clinical placements get exposure to much experience as possible in PHO, Medical and Surgical. DEU at CCDHB recruiting those that have been through the DEU – better chance at employment. Outpatients – new CNM- 2 RN's &amp; \$ EN's. Pacific EN's. Growth area for EN's is Mental Health. From Wellington to Wairapapa for EN's. Working with Whiteria who are doing Maori /pacific BN Programme.</p> <p>PHO- General practices – looking at models of Care, diversify, improve access to health care for consumer. Have EN Concept.</p> <p>Need succession planning when nurses retire. Education of RN's re EN's &amp; S of P. Have EN Supported into Practice Programme. Andrea- Jane Bodkin is passionate re changes PHO/PHC for EN's.</p> <p>Teritary – Whiteria have two classes of EN's – most getting positions.</p> <p>CCDHB priority goals for 2018-2021 – EN's listed in this.</p> <p>RNs &amp; EN s. Great response with nurses completing their PDRP</p> <p>Andrea suggested Leonie and Angela attend a meeting of DONs and National Executive of Nursing.</p> <p>ADHB- ?what has happened to employing EN's</p> <p>SDHB- should profile the work of employing EN's</p> <p>E- journals- EN article,</p>
<p><b>Jane Bodkin Senior Advisor to Chief Nurse, Ministry of Health</b> <b>Ramei Lord Maori Workforce</b></p>		<p>Jane has prepared a report which has gone to ACE reference group regarding ENs and the ACE program –making a case for ENs.</p> <p>ACE reference group say DHB's make this decision DHBs need to be convinced. How much will it cost? Needs costing. Will look at it and thrash out. ?meets March 2018. Not optimistic.Requires IT system. What is the benefit cost per person.</p> <p>Latest data from NET's is Mental Health growth. Some DHB's still not on board. Hilary</p>

		<p>asked why is that? Is it resistance to EN's?.</p> <p>Jane – still lack of understanding of S of P of EN &amp; role. We need to work with DON's, NEN's, Leaders /Groups. Leonie asked re any timeframe for this? Jane – it's an unknown.</p> <p>Mental health biggest area that requires nurses. Also mentioned by Andrea and Emma General Medical Subsidy (GMS) - ENs can claim it who work in medical/general practice. Changes were made in 2014.</p> <p>Regulations were changed so more health professionals can claim.</p> <p>ACC, Nursing Council &amp; MOH working on this—ENs cannot be treatment providers. ACC did not know Angela was working as a provider.</p> <p>Jane will go to ACC with Angela's presentation GMC info and Sue's experiences.</p> <p>ACC visiting GP's to advise them. MOH don't agree with this, EN's should be doing wound care as can work to full S of P, but haven't been able to convince them. We will meet with ACC again. If there is a barrier for EN's you see in legislation put in submissions. RN is signing off on Wound care that EN's doing in GP.</p> <p>Supported into practice programme - EN's, NENZ's website closed for updating– want the supported into practice framework to go on this website</p> <p>EN Fact Sheet – we need an update.</p> <p>InteRai -</p> <p>ENs are eligible to complete the training. Bottleneck of RNs wanting the training which has caused ENs not to complete the training as yet but is up to organization/facility to send them.</p> <p>InteRai is incorporated into the CAP programme for IQN' nurses.</p> <p>Maori workforce is increasing across the health spectre, although not as EN's. Maori students are often encouraged to do the Bachelor Nursing rather than Diploma in Enrolled Nursing. How can we promote enrolled nursing as a profession.</p> <p>How do we encourage youth to want to be EN's.</p> <p>Aged Care- can do more in this area. Aged Residential Care document look at it. ? changed to enable more EN's to work in this area. Need to get rid of barriers that exist so employers can see and employ.</p> <p><u>Improving Accuracy of Data</u> – Talk to Claire about data. Data not same quality as RN data collected. NCNZ indicated they would run data for 2016 /2017 for EN's.</p> <p>Sue Goodwin asked question re immunisation's off site- they cannot use Sue as is not an independent vaccinator. Hilary responded that if off site can be a vaccinator. Sue to email Jane re onsite and offsite and she will investigate. ? Nationwide or just your area.</p> <p>Jane O'Malley leaves her position ?23<sup>rd</sup> February, no recruitment as yet into her position. Jane has been chief nurse for 7 years.</p>
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<b>Memo Musa</b> <b>CEO NZNO</b>		<p>Updated re the ACC issue which was spoken about at November's meeting. Discussion on the marketing of ENs the value we add to the health system the continuation of care. Improvement of the health system includes enrolled nurses. ACC reneging on ENs as providers of wound care.</p> <p>Hilary suggests Memo sends a letter of support for ENs to the ACC. The ACT deliberately excludes EN's. Would need a legislative change to include EN's. ACC need to visit sites to see what EN's do.</p> <p>Discussions with Claire Austin – Hilary outlined.</p> <p>Memo suggests acting quickly while changes are happening.</p> <p>A face to face meeting with ACC, Memo and EN Section in Wellington in early March 2018</p> <p>Memo suggested that Suzanne pull together some examples of Jane's and Angela's and put together that Memo can sign off.</p> <p>Memo- last meeting ?</p> <p>Enrolled nursing workforce data and ACE</p> <p>ACE Reference group – does not include EN's</p> <p>Met with Chai Chuah, Stephen Barclay, &amp; Jane O'Malley re EN's being included in ACE. They indicated it could be achieved.</p> <p>Hilary updated Memo on meetings with Jane who had written to the ACE reference group. Raised with Claire re EN SIPP &amp; ACE.</p> <p>Memo indicated the time was now before new MOH hierarchy.</p> <p>Hilary – Claire implying conversation with MOH re Australian model of workforce.</p> <p>Claire is presenting at the EN Conference in May, in Christchurch</p> <p>Informed Memo that Dianne Martin Chief Executive, RPNAO, is presenting at conference also.</p>
<b>Sharyne Gordon</b> <b>Office Administrator</b> <b>NZNO</b>		<p>3 NENS committee positions to be advertised</p> <p>Update re the Panui for larger articles a 200 word blurb with link.</p> <p>Update Enrolled Nurse pamphlet</p> <p>Banner – word changes ( one source )</p> <p>Pamphlet Pivotal printing updates</p> <p>Synopsis for panel members. Info from presenters /panel members due in April</p>
<b>Kevin Simmonds</b> <b>NZNO Accountant</b>		<p>Deborah -New NZNO claim form is limited can we use our own developed claim form</p> <p>We will send a copy to Kevin.</p> <p>Treasurers Day scheduled for 9<sup>th</sup> March</p> <p>NZNO Management Accountant Kevin Simmonds will send out a template.</p> <p>EN Section –stand alone on centralized payment system</p> <p>When request sponsorship ask the sponsor is GST inclusive of the amount. It's about knowing what you are getting.</p> <p>Issue with having bank accounts other than ANZ, especially regional enrolled nurse sections and signatories</p> <p>Central Regional Enrolled Nurse Section – have \$1,400.00</p>

<b>Karen Coltman</b> <b>Media and Communications</b> <b>Adviser</b>		Discussion re Facebook and setting up a closed group where members are approved to join. Needs a moderator Need a Communication plan for EN's. Work with Suzanne Karen and Leonie Karen suggests a power point with added graphics and a clip (? You – Tube) on EN's Better utilization of the blog site
<b>David Wait, Industrial Advisor</b> <b>Aged Care Sector</b>		Letter/email received from David Wait who would like to know of an aged care enrolled nurse who could be profiled. Leonie has Referred David to articles in Kai Tiaki in regards to Enrolled Nurses

Date of Next Meeting: 18<sup>th</sup> May 2018, Christchurch

Date Minutes Confirmed: 3rd August 2018
Signed: R. Hewlett, Chairperson
Name: Robyn Jennifer Hewlett