



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):	2 August 2018 opened @ 0900hrs 3 August 2018 opened @ 0900hrs		
Location (eg city):	NZNO office, level 3 Crowe Howarth House Willis Street, Wellington		
Facilitator	Robyn Hewlett		
Minute Taker	Treve Swan & Deborah Urquhart		
Attendees	National Committee: Robyn Hewlett (Chairperson/submissions), Treve Swan (Secretary), Lea Thompson (NENS Te Runanga Rep & Panui co editor), Tina Giles (Treasurer), Sue Goodwin, (Vice Chairperson), Deborah Urquhart (National Committee 2nd minute taker, co-editor Panui, Debbie Handisides (National Committee Liaison Officer), Robyn Schakelaar (National Committee Membership Officer) Suzanne Rolls (NZNO Professional Nursing Advisor.		
Apologies	Suzanne Rolls, several times over duration of two day meeting		

Summary of Actions from this meeting	Person Responsible	2
Write to NZ DHBs CEOs – re ACC for Enrolled Nursing	Robyn Hewlett	
Face to Face meeting with David Clarke- re fully funded Enrolled Nurse New Graduate Programme. (ENSIPP)	Robyn will arrange to have meeting with him.	
Start work on removing "Direction and Delegation" from SOP – Use alternative wording & Refresh of S of P		
Add the above to "Barriers for Enrolled Nurses Document" as living document	Robyn	
New Banner and table cloth with EN logo on it – email Sharon	Robyn	
EN Presentation form to be changed	Robyn	
Website – generic website to reduce spam, online contact list, remove EN committee emails	Sharon NZNO	
Remove "Second Level Nurse" on NZNC Website	Robyn	
Helen Morgan- Robyn to send letter to Helen Morgan – acknowledging her services to the Hawkes Bay Regional Enrolled Nurse Section	Robyn	

TOPIC	Discussion	Action
Enrolled Nurse Section NZNO Committee Meeting	Robyn Hewlett (Chairperson)	Robyn welcomed the Enrolled Nurse Section committee and Suzanne Rolls, NZNO PNA to the meeting. The committee introduced themselves and spoke briefly about themselves.
Housekeeping	Sharyne Gordon	Sharyne Gordon invited to inform the new committee members of procedures in the building if there was a fire, earthquake and where the toilets are situated.
Acceptance of Meeting Agenda		The meeting agenda had been circulated and was confirmed with no further business requested to be added for discussion. Confirmation of Agenda from Robyn. Confirmed time for Kevin Simmonds NZNO accountant 11.15hrs Friday 3/8/2018.
Discussion held prior to meeting with Pam Doole		Meeting with Pam Doole today, will discuss and highlight the following: <ul style="list-style-type: none"> • DON in Northland has stated Enrolled Nurses can't work in acute areas, evident that doesn't understand EN S o P. • Northland Enrolled nurses having study day on 12 October and Margaret Cain PNA from NZNO is attending and will inform/present on EN S o P • Issues with Registered Nurses also NOT understanding their own SOP. NENS needs to have focus/input into the review with NZNC • Nursing Council could do education = re policy, understanding of SOP. Time frame to be acknowledged 2016-2021. Would be good to have proper information re understanding of S o P and then put on NZNC website. • D&D needs to be enabled for ENs
Minutes 7th & 8th February 2018:	Moved: Robyn Hewlett Seconded: Deborah Urquhart Matters Arising: Moved: Sue Goodwin Seconded: Deborah Urquhart	As recorded by Brenda Columbus & Deborah Urquhart, with adjustments/detail added by Leonie Metcalfe and Robyn Hewlett Review and confirmation of meeting minutes from Feb 2018. Everyone in agreeance with minutes – now can be put up on the EN website by Sharyne To email Andrea McCance re DON's meeting – Robyn

Inwards & Outwards Correspondence		<p><i>As recorded and tabled by Robyn Hewlett</i></p> <p>Card given to EN section from Deborah U thanking section for flowers sent to her when her father passed.</p>																								
Pam Doole, NCNZ		<p>Pam introduced herself to the committee and informed the new committee members of her nursing background and her past and present roles at the Nursing Council of New Zealand (NCNZ)</p> <p>Pam's achievements were the NCNZ code of conduct and the new Enrolled Nurse scope of practice in 2010</p> <p>Pam discussed with the Committee:</p> <ul style="list-style-type: none"> • Nursing workforce • NCNZ projects –moving nursing forward –enabling • NCNZ as Regulatory Body has to go through formal consultation process. Never a quick fix to change some attitudes & ideas in sector. • Some limitations to NCNZ role. <p>Nursing workforce & data Pam updated us on this, e.g. shape standards, scope, guidelines with employers.</p> <p>Workforce Data: 52,711 practicing Nurses. 2017 March.</p> <table data-bbox="1176 821 1500 901"> <tr> <td>NP</td> <td>237</td> <td>0.5%</td> </tr> <tr> <td>RNs</td> <td>49,933</td> <td>94.7%</td> </tr> <tr> <td>ENs</td> <td>2541</td> <td>4.8%</td> </tr> </table> <p>Workforce Data :2015 -2017</p> <table data-bbox="1176 989 1590 1069"> <tr> <td>NP</td> <td>142 – 237</td> <td>66.9%</td> </tr> <tr> <td>RNs</td> <td>47,488 – 4933</td> <td>5-10%</td> </tr> <tr> <td>ENs</td> <td>2736 – 2541</td> <td>4 -30%</td> </tr> </table> <p>Total production workforce.</p> <p>Ageing workforce, many nurses working over the age of 70.</p> <p>ENs Age distribution:</p> <p>Females 17% Males 8 %</p> <p>Nurses working overall</p> <p>6 years 19% 6-10 years 15% 11-15 years 11% 15+ years 54%</p> <p>Numbers declining:</p> <table data-bbox="1176 1428 1310 1516"> <tr> <td>2013</td> <td>48%</td> </tr> <tr> <td>2015</td> <td>45%</td> </tr> <tr> <td>2017</td> <td>41%</td> </tr> </table>	NP	237	0.5%	RNs	49,933	94.7%	ENs	2541	4.8%	NP	142 – 237	66.9%	RNs	47,488 – 4933	5-10%	ENs	2736 – 2541	4 -30%	2013	48%	2015	45%	2017	41%
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DHB's are the biggest employer of ENs in New Zealand.
 Large exit from work force in the future & Population/Demand.
 NOT NZNC role to organize nursing workforce.

NZNC looking at RN preparation and future needs:

Pam has a team of two others Craig Waterworth - Public health background; Jennifer Roberts, former EIT Head of Nursing School; working with her on the RN review.

- Suzanne mentioned that Wendy Blair, PNA, NZNO has/ completing doctorate on "Competencies"
- 2001 was the last RN review of SoP – currently looking at rewriting this. March/April 2019 go back to council with draft standards, competences and state exam. Next ENS meeting NZNC may have ideas by then about what we need/want to change
- Focus on Education programs = preparation of new nurses.
- Thinking 10 years out, what's best practice? Clinical experience, preceptorship.
- NZNC will talk to education providers and students to get feedback.
- NZNC role as educator maybe required more in the future.
- Next ENS meeting NCNZ may have ideas by then about what we need/want to change
- EN section should be a key stakeholder in the RN Review – Suzanne

NZNC getting better IT system so they can obtain better data:

- NZNC updating website – so member can update/access address, ph numbers etc.
- User friendly. To improve communication, rebrand to fit today's needs.
- Currently paper base system used which is outdated.
- NZNC thinking about outsourcing verification document to identify international nursing qualification fits with NZ Health system.
- Move away from paper base credentials

Review of the HPCA act is going through Parliament at present

Discussion with Pam re Enrolled Nurses:

- DON's still not understanding the S o P of the Enrolled Nurse – Suzanne
- EN's at Northland DHB have been told by DON that they cannot work in Acute areas as not in S o P.
- Enrolled Nurse Section would like to see Direction and Delegation removed from the current Enrolled Nurse S o P, due to the confusion and interpretation of it by RN's, DON'S and others. 2011 EN S o P was reviewed and rewritten.
- Pam – workplans: S o P of RN 2001 (11years) since last reviewed, so priority.
- EN S o P should be an easier task.
- Enrolled Nurse committee offered to re write the S o P, removing the D&D and submit to NCNZ
- Dr Margaret Hughes talked to Pam in February 2018 re EN D&D.
- LPN's in Ontario –they have tasks of what EN can do

Barriers for Enrolled Nursing updated July 2018, discussed with Pam and was given a copy of the latest barriers.

<p>Enrolled Nurse Section Banner</p> <p>Review of Enrolled Nurse Section pamphlet</p> <p>Enrolled Nurse Section Face Book Page</p> <p>Panui Newsletter</p> <p>Enrolled Nurse Abstracts for Conference 2019</p>	<p>Discussion with Pam Re ACC: Pam fully aware of the implications for EN's.</p> <ul style="list-style-type: none"> • When the Health Practitioners Competence Assurance Act (HPCA) 2003 had to make changes to the other Acts. The words "General Nursing" • Changing the wording can be difficult, as many outcomes are determined by legislation, and changes need to fit with this. • The broadening of the EN Scope came later. • Suzanne – How do you define "General Nursing" function • Definition of Nurse is in the ACC Act. To change Act has to go through Parliament • Pam suggested to them other instruments – our s o p are legal instruments. • The treatment provider regulations are very political (like an insurance company) • CNO challenge them • ACC still deciding whether to make changes to ACC • EN will be in ACC contract for Urgent Care, Rural providers, and GP practices. • Employers can employ EN under this act • Treatment providers all have different schedules, sometimes use this to determine if Nurse fits schedule. <p>• Take off "Second level Nurse" on NCNZ website.</p> <p>30 October ENS meeting Claire Austin- Workforce NZ will be attending with update on current workforce plans.</p> <p>31 October Pam Doole NZNC will also come with latest updates from NZNC.</p> <p>Looking at purchasing New Banner and table cloth for NENS. Banner to have "Second Level Nurse" removed and the words "Enrolled Nursing" added. Along with new NZNO logo. Table cloth to be used for NENS Conference.</p> <p>Pamphlet: Add: Patient advocacy Are valued team members who are adaptable, stable, loyal, and hard working. Remove "under the umbrella"</p> <p>Discussion on Face Book page for Enrolled Nurse Section. To be a closed Group and for Enrolled Nurse Section members only. Discussion held around not wanting FB trolls and firm guidelines will be put up on the page. Southern Region and Greater Wellington each have a FB page. Tina to set up National ENS Facebook page.</p> <p>Panui Newsletter – Lea updated on where she is at with this at present, requires more information to put in, photos, etc. Articles about 200 words. Committee profiles from Treve and Sue.</p> <p>Remove "abstract" from form and change to "EN presentation" and to be completed by closing date. To remove paper submit and to be submitted in power point. Encourage ENs to submit presentation early so it can be reviewed and advice given as needed. Prize for best EN presentation,? EN's attending conference to vote. Prize being Registration to next ENS conference.</p>
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<p>Kevin Simmonds, Management Accountant, NZNO</p>		<p>What this will this mean for future workforce? Part of the ACCORD states EN new graduate programme.</p> <p>ACE programme is not cost effective for EN, need to write letter to TAS and all DHB CEOs.</p> <p>Need to map out where people are training as ENs, and where these people are getting employment. 135 ENs go into practice each year. Health force NZ need 300-400 Enrolled nurses per year to fill in gaps of ENs leaving the profession.</p> <p>interRAI has been having EN training throughout NZ. Bridgett person to contact in regard to this.</p> <p>New procedures and policies. 17 colleges & sections are on Central banking with NZNO. 3 not included</p> <ul style="list-style-type: none"> ▪ National Enrolled Nurse Section ▪ Perioperative Nurses ▪ Women's Health. <p>Complying with G.S.T. = is the forefront of this. For reporting to the IRD.</p> <p>GST – from a tax point of view one processing and GST goes into the system on a monthly basis. Corporate advantage is NZNO is complying with GST. Treasurer to cc. chairperson in from each section. In past no written authority on what people/sections can and can't do. Leave each committee to decide how they wish payments to be made by treasurer and chairperson, NZNO do all payments weekly on a Wednesday. Accountant thinks this is a change for the better. Dates for submissions of Budget yet to be confirmed. Kevin is hoping to be part of the discussion involved in Co-funding discussions.</p>																								
<p>Financial Report</p>	<p><i>Tabled by :</i> Tina Giles Treasurer</p> <p>Payments since February 2018 meeting</p>	<table border="0"> <tr> <td>Bank ANZ No. 1 account Balance as at 29/6/2018</td> <td style="text-align: right;">\$20,343.13</td> </tr> <tr> <td>No. 2 account Balance/term deposit as at 16/7/2018</td> <td style="text-align: right;">\$41,993.68</td> </tr> <tr> <td>Term deposit date for this account is</td> <td style="text-align: right;">30/7/2018</td> </tr> <tr> <td>Registration for Conference 2018 Sue Goodwin</td> <td style="text-align: right;">\$425.00</td> </tr> <tr> <td>Rydges – conference accommodation for 6</td> <td style="text-align: right;">\$3,903.00</td> </tr> <tr> <td>Registration for Conference 2018 Sue Goodwin</td> <td style="text-align: right;">\$425.00</td> </tr> <tr> <td>Rydges – conference accommodation for 6</td> <td style="text-align: right;">\$3,903.00</td> </tr> <tr> <td>Earthfirst- pads,powerbanks,pens, lollipops</td> <td style="text-align: right;">\$3,829.50</td> </tr> <tr> <td>Gift for Dianne Martin, Conference guest speaker</td> <td style="text-align: right;">\$279.00</td> </tr> <tr> <td>Maureen Hansen, EN Education fund</td> <td style="text-align: right;">\$200.00</td> </tr> <tr> <td>Debra Handisides, EN Education Fund</td> <td style="text-align: right;">\$200.00</td> </tr> <tr> <td>Viv Draper, EN Education Fund</td> <td style="text-align: right;">\$200.00</td> </tr> </table>	Bank ANZ No. 1 account Balance as at 29/6/2018	\$20,343.13	No. 2 account Balance/term deposit as at 16/7/2018	\$41,993.68	Term deposit date for this account is	30/7/2018	Registration for Conference 2018 Sue Goodwin	\$425.00	Rydges – conference accommodation for 6	\$3,903.00	Registration for Conference 2018 Sue Goodwin	\$425.00	Rydges – conference accommodation for 6	\$3,903.00	Earthfirst- pads,powerbanks,pens, lollipops	\$3,829.50	Gift for Dianne Martin, Conference guest speaker	\$279.00	Maureen Hansen, EN Education fund	\$200.00	Debra Handisides, EN Education Fund	\$200.00	Viv Draper, EN Education Fund	\$200.00
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<p>NZNO College & Section Day 18th September 2018, NZNO AGM & Conference Day 19th & 20th September 2018, Te Papa, Wellington</p>		<p>College & Section Day – Official enrolled nurse section representatives:- Robyn Hewlett Sue Goodwin Tina Giles Debbie Handisides</p> <p>Two observers paid for by EN Section</p> <p>NZNO AGM & Conference Day: Robyn Hewlett > official reps Sue Goodwin > Tina Giles – paid by EN Section</p> <p>College and Section Day 1 minute slide:</p> <ul style="list-style-type: none"> • Success Enrolled Nurse Leader as International speaker. • Challenge = Removal of Direction/Delegation in SOP. • Something for the future + Barriers for EN living and working document 																										
<p>NZNO College & Section Annual Business & Operational plan to be updated</p>		<p>NZNO College & section Annual Business & Operational plan to be updated. Robyn H will do this, when sent out by NZNO. Document 2018-2021</p>																										
<p>41st Enrolled Nurse Section Conference May 2019</p>	<p>Moved: Robyn H Seconded: Tina G</p>	<p>Midlands have suggested the title of the 2019 conference be “Challenge of Change”. The committee were in agreeance with the conference title 21-23 May 2019 Wintec Hamilton</p>																										
<p>Marketing</p>		<p>Promotion of Enrolled Nurse Section/Nursing = NZNO media communication offer to assist with this</p>																										

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Date of Next Meeting : 30/31 October 2018

Date Minutes Confirmed:	31-10-18
Signed:	R. Hewlett chairperson
Name:	Robyn Hewlett, Chairperson

