



Enrolled Nurse Section
NEW ZEALAND NURSES ORGANISATION

Enrolled Nurse Section NZNO National Committee Meeting Minutes

Section/College:	Enrolled Nurse Section NZNO	File Record Code:	
Committee/Division/Region:	National Committee		
Purpose of meeting(optional):	Enrolled Nurse Section National Committee Meeting – Face to Face -		
Date & Time (dd/mm/yyyy):	15/11/2023– commenced @ 08:50am Wednesday and closed 04:15pm. 16/11/2023 – commenced @ 09:00am Thursday and closed 03:20pm.		
Location (eg city):	NZNO building – Willis Street Wellington		
Facilitator	Michelle Prattley – Chair Person		
Minute Taker	Tamara Gibbison – Secretary		
Attendees	Sharyn Ford, Melissa Peterson, Gwen Ahuriri, Tamara Gibbison, Angela Ritchie, Gillian Rahui, Suzanne Rolls, Tina Giles, Michelle Prattley		
Apologies	Nil		

Summary of Actions from this meeting	Person Responsible

TOPIC	Discussion	Action
Review and confirmation of Committee Meeting minutes	<p>26/06/2023 – Zoom meeting with regional chairs</p> <p>07/08/2023 & 08/08/2023 – Face to Face Jo Gore needs to be removed from attendees</p> <p>28/08/2023 – Teams Meeting</p>	<p>Moved: Tina Giles Second: Sharyn Ford</p>
Correspondence in & out	<p>Out:</p> <p>In:</p>	
Financial Report	<p>Current Account - \$25,109.83 Term Deposit - \$30,000.00 Conference Account - \$18,806.24</p> <p>Core funding received - \$5,500.00</p> <p>Deposit has been paid for conference out of the conference account.</p> <p>Changes in meal expenses for Breakfast & Dinner – GST inclusive. Breakfast \$30 Lunch \$20 – remains same Dinner \$50</p>	<p>Moved: Michelle Prattley Second:</p>

Membership	<p>Current membership number 666 for the Enrolled Nurse Section. 641 Ens and RN's 25.</p> <p>1500 EN's that are NZNO members but not part of the section.</p>	
Section Reports	<p>Section reports received Te Tai Tokerau/Northland, Greater Auckland, Canterbury, Top of the South & Southern, Midlands, BOP/Tairāwhiti, Greater Wellington</p>	
<p>1. Documenting the Korowai history and on the website</p>	<p>Michelle went through the document and went through suggested edits and has started to update.</p> <p>The Korowai first came 2019 as gift – Michelle to add the dates in. Michelle then to send out and be approved for printing.</p>	
<p>2. Webinar</p>	<p>To be on the scope update, discuss with NCNZ re webinar and engage with them. Need to leave it until after the constitution.</p>	
<p>3. NZNO – Paul Goulter – Role of the nurses, HCA's & Plunket</p>	<p>Paul asked what we would like to cover with them. Michelle advised with Paul on the main x2 subjects we want to raise with him. Michelle to give feedback copies to Paul.</p> <p>Plunket: Paul said that he raised in speech at conference for the 4th coming major pieces of work.</p> <ol style="list-style-type: none"> 1. Campaign 2024 Te Whatu Ora for the bargaining 2. non-Te Whatu Ora 3. Health and Safety 4. Role of the Nurse <p>Plunket sits within the non – Te Whatu Ora. Spoke with the non-Te Whatu Ora groups. Plunket were the first on the move re this. Hospice are also keen for this.</p> <p>Health Care assistants: Paul asked for a sample of what the feedback from the EN members regarding HCA's role expanding and name change with the word "nurse". Concerns raised – public safety, knowledge etc.</p>	

	<p>Michelle made clear the concern if they are unregulated and the HCA does not report back or an error happens these falls back on the RN/EN and risk of practicing certificate. The EN has fought hard for this to be done by them.</p> <p>Paul said that it is already happening, Paul has had emails from HCAs of the nursing tasks they have been getting. There are 3 options:</p> <ol style="list-style-type: none"> 1. We do nothing 2. Let the employer decide 3. NZNO make a clear line <p>Paul feels it has been let go for too long and having many battles. And need to take control of the HCA and the other issues going on. Agree in high pay but not take jobs away from the nurses. The boundaries need to be reregulated and be complementary to the nurses.</p> <p>There should be a career pathway to Nursing for the HCA.</p> <p>Title changes for HCA's, the word "nurse" is a protected title.</p> <p>Role of the nurse Campaign – is about a nurse. No set EN or RN.</p>	
<p>4. NCNZ – Cath, Jane, Lauren & Waikura</p>	<p>Update of the committee and where we are at. National committee are looking to do a webinar next on Scope of Practice and asking NCNZ to be a part of this – there will be a coms plan.</p> <p>Janes thanked the EN Committee for their support and input into the Scope Review and Competencies. Have taken under quality insurance, needs to go to the board to be approved. Final Q&A, don't feel they will want to make any changes. This happens on the 29th November.</p> <p>Week before Christmas will go for consult between the RN and EN competences as well as RN Scope and for consultation in February 2024. Wants to ensure that the process goes well.</p> <p>Won't have ready to go back to council in April 2024.</p>	

	<p>Consult on the EN and RN education standards, which will be ready for February.</p> <p>Jane feels that it has been positive and hasn't heard any negative regarding the new EN Scope and education review. Feedback on clear distention and progression to Registered Nursing which needs to be owned by Te Pukenga, however NCNZ will have some input.</p> <p>Michelle raised the concern raised the HCA issue and wanting to be regulated and name change with word "nurse" in it. Jane said she that they would support some regulation but not a full regulation.</p> <p>Waikura found the reference for Treaty of Waitangi and wanting to make it achievable.</p> <p>Jane mentioned that the scope is a big shift and looking at the future.</p> <p>Earn as you learn as part of your clinical placement.</p> <p>Suzanne raised with NCNZ re the Scope and getting the qualifications through the Government, however Jane does not feel this will be an issue. Jane said that there will be no change with the new Government, however needs to follow the legislation.</p>	
<p>5. Education fund (Māori/Pasifica)</p>	<p>Changing EN Section NZNO education Fund to Word document. Create new document from original and adding in Māori/Pasifica.</p> <p>Changes made:</p> <p>The Enrolled Nurse Section NZNOs education fund is available to Māori and Pasifica Enrolled Nurses...</p> <p>The Māori or Pasifica Enrolled Nurse must be undertaking....</p> <p>Application Form for EN funding – Title of form needs to add in Māori and Pasifica</p> <p>Add in are you a Qualified Māori or Pasifica Enrolled Nurse</p>	<p>Criteria for application and application fund form updated during meeting.</p>

	<p>Page 3. number 2 – need to update to <i>You are required to write a report for feedback to Enrolled Nurse Section Committee and this may be published in the Pauni Newsletter.</i></p> <p>Committee who approves need to follow up with those who have received funding.</p> <p>Gillian has said she would do this job of following up.</p> <p>All receipts who have completed the Course/Programme must complete report within one month of completion.</p>	
6. Rob Zorne – Marketing Plan	<p>Apologies from Rob as not able to make today due to being busy with other things.</p>	
7. Plunket – Pay Disparity Funding	<p>Covered with Paul. Email to Paul to thank him for the meeting today but also the pay scale for the</p>	Committee constructed an email and sent to Paul 15/11/2023
8. ENSIPP/ACE	<p>Email came through from Sarah Steele CCDHB who is the Graduate Programme Coordinator.</p> <p>Sarah has asked Michelle to present at their next meeting on the 14th Feb.</p>	
9. Wellington Region and Central Region	<p>Tina advised at their study day they had a few members from Central. Conversation had about not had a region or study days.</p> <p>They don't feel there is enough of them to restart a section. They have asked if they can join the Greater Wellington.</p> <p>Suzanne said that central can join, but will need to take the rule book/rule remit and do a survey monkey. Greater Wellington will expand ? name change.</p>	

	Tina needs to consult with Central and Wellington about the idea. But also, the future use of the money – \$1,000 in the account, who has signing authority – Michelle to email Kevin.	
10. Nominations for two positions plus Chairperson.	<p>Next May there will be x2 vaccines for Committee and x1 chairperson positions.</p> <p>Tam end of 2nd year (4 years) Sharyn 2nd year term – can renominate again Michelle 2nd year term – Can renominate again.</p> <p>Michelle to email out the regional chairs for nominations.</p>	
11. Education Standards Feedback	<p>15/11/2023 – went through the education standards prior to Lucia coming 16/11/2023</p> <p>Standard two: Safe Care for Public 2.4 - add in the NZNO code of ethics 2.5 - add in about vaccination requirements as part of the health checks</p> <p>Standard three: Academic governance, leadership and partnership 3.5 - should read head or lead currently has 'of' 3.6 - add in NZNO EN Section as a specific stakeholder</p> <p>Standard four: Programme of Study 4.1 – introducing level 6 for EN if HCA's get to level 5. Support the RN and EN clinical hours to be maintained</p> <p>Standard five: Akonga/Student experience 5.4 – add in preceptors at the end. 5.9 – RPL</p> <p>Standard seven: Emergency Events General summary - add in other people who call an emergency – civil defense etc.</p> <p><u>16/11/2023 – Meet with Lucia to discuss education standards.</u> Spoke with Lucia re feedback for the standards and changes/additions to the standards.</p>	<p>Teams meeting with committee and regional chairs 28th November, 7pm to discuss the submission to NCNZ – submission to be submitted on 4th December.</p>

3.6 – Suzanne feels it is important to add in NZNO EN section as stakeholder

4.1 – needing clarification on the levels for HCA's and EN needing to be made to level 6.

5.9 – cut to provider – NCNZ disconnected itself

Standard Seven – only focuses on Covid – 19 it does not cover general natural disasters which needs to be added in.

Other:

Simulation hours needs to be looked at and if they can be part of the clinical hours in general including in an event a natural disaster happens. Need to push for the simulation definition.

Went through Standards to provide feedback:

Issues for enrolled nursing students

Graduate workforce – transition into practice and the relationships with employers

Key preparation for enrolled nurses who are going to be preceptors

Open ended standards – that is providers can interpret. Rural providers there is no competition

The institutions to have standardisation. Need to have consistent standards to ensure that the students are provided for.

Standard 1 – welcome this

Standard 2 *Public safety*

2.4 – include the NZNO code of ethics – important to have the ability to inform decision making – these are the professional nursing ethics statements for nursing in Aotearoa.

2.5 Vaccination requirements is part of their health checks to include the – entry requirements for clinical requirements for study or employment – MMR, Hep B

2.16 – clinical – need to outline the exemption process the NCNZ uses to approve a student to re-engage in the programme if failed twice. Need to find a rationale for the “2” – why is this?

Standard 3

3.5 wording mistake – head or lead of nursing

3.6 add Enrolled Nurse Section as a stakeholder for the enrolled nursing programmes

Standard 4

4.1 - NZQA level 6 is preferred by the enrolled nurse section however a compromise was the level 5 with a transition paper at level 6. - However

Enrolled nurse education level – NZQA level 6 will need to be considered if NZNO campaigns for HCA level to be at NZQA 5. Key issues for enrolled nurses is the work undertaken by Te Whatu Ora workforce plans and documents.

Hca – level 5 – implications for enrolled nurses – need to find out the position of NZNO campaign

Hours of clinical – support the hours to be maintained at 900 for Enrolled nurses

We disagree with the nursing council reducing the number of hours for registered nurses and we strongly advocate for the hours to be maintained at 1100.

4.8 – ***bullet point 1. Simulation***

Simulation has its place – need references and statements to underpin the argument to keep simulation in the nursing programmes and these education standards so institutions have the resources to do high-fidelity simulation.

Simulation has its place – practicing observations, doing a round, listening and literacy of health education.

Simulation hours and the process – used in the programme or in the clinical hours

It's worthwhile, on top of clinical hours in the healthcare settings

Safe area to practice techniques or process or procedures

Takes away risk, fear, anxiety – personal experience

Absence of simulation – adds to the perception the nursing students are not prepared for the clinical environment.

Used to expose others with no health experience to be comfortable with the equipment, tasks, environment.

Time to look at policy and apply into practice

Confidence – to demonstrate proficiency on the precedence.

Working in partnership with RN can be simulated – scenarios and handover techniques and

Communication – collegial relationships

To understand patient or whanau communication

add a new criterion for standard 4 regarding paid clinical placements – to ensure new models of payments are included – why do we want this – benefits – keep students in learning, disadvantaged

with the costs associated with clinical placement – accommodation, child care, Provision of accommodation. Need look at the NSU student survey. should not be the survival of the fit and the wealthy to complete a nursing programme.

Standard 5 – *this is from the student point of view.*

5.4 – clinical placement providers or preceptors teaching students activities that are not in their scope of practice – this is a public safety risk

5.9 Recognition of prior learning –

Need nursing council to expand on the RPL standards. – NCNZ to include the ability to transfer institutions without barriers

Evidence from Enrolled nurses – what have the members told us

Can not transfer into programmes with no recognition of previous nursing experience

Issues are – no recognition or all different in the process of RPL and the outcomes for enrolled nurses to progress into Registered Nurse scope of practice.

Silence on the RPL requirements is disadvantaging students.

Ask NCNZ re Recognition of prior learning:

- there must be standardisation in the process for enrolled nursing.
- No recognition of Ens who are trained in Australia into RN programme – need to take on the 3-year programme
- If graduated from the same institution a NZ EN graduate is disadvantaged for going into the RN programme

- No recognition of years of practice, workplace learning, validating the EN diploma as a valid qualification that can transfer into the RN programme.
- Examples of areas that are disadvantaging enrolled nurses because nursing council does not specify or engage in proper articulation of RPL standards.

Transferability - no matter the institution you start in there is a process to complete the programme no matter the region a student resides.

Standard 6 – *add a new criterion for this standard Page 23 –*

Tutors do not like failing students – comments from practice.

New criteria needed to be included: 6.7

Preceptors to able to raise significant concerns about the competency of the students – the preceptors have an issue with the experience of the student

E.g. – unsafe practices – unsupervised medications, unable to write clinical notes, not speaking with patients and whanau – how they speak with patients or not. Taking on tasks that are not appropriate for the environment.

Solution: the institution to undertake revision of the student's competency prior to reengaging with the clinical practice environment. – add into the standard

Standard 7

It is not just health emergencies that impact upon the ability for students to complete required clinical placement hours and studies (institution).

	<p>Need this standard to widen to all events that could impact upon the ability of the student to complete the clinical learning hours.</p> <p>E.g. – general weather events, earthquakes, lack of roading, flooding, communications – power, internet, transportation – closure of public transport links, closures of certain areas. – AOS police interventions etc. Fire emergencies, strikes (of health care workers that prevents the students attending the area for clinical learning). Ad hoc closures of facilities due to local covid / infectious disease outbreaks (RSV, Noro, VRE etc) – ARC – Thames closed the aged care site.</p> <p>Emergency procedures – need to include civil defence emergency – regional and national emergencies – those appropriated named in the legislation enact the process of instructing communities.</p>	
<p>12. EN Pad Quote</p>	<p>Michelle got a quote for EN section Pads. Pads come in pads of 50 leaf's – A5 & 2 colours.</p> <p>Options: X200 pads - \$531.88 +gst X300 pads - \$721.35 +gst X400 pads - \$874.26 +gst X500 pads - \$1,044.40 +gst</p> <p>Use them for conference, study days, gifts for graduates. ? to add QR code to the pad to link straight to the NZNO/EN website.</p> <p>Michelle to ask for quote for QR code to be added. Once heard back will email committee to approve.</p>	
<p>13. Conference 2024 – Teams meeting Sharon & Leonie</p>	<p>Meet with Sharon and Leonie via Teams to get an update on Conference 2024.</p> <p>Leonie and Sharon feel that everything is going well. Deposit has been paid for conference. Registration will go live 5th December 2023</p>	

	<p>Sharyn Gordon to organise meet and greet pamphlet Draft program – Michelle to check she has sent save the date for Sue Hayward.</p> <p>NCNZ – speaking at conference and hope to speak at conference about the new EN Competencies- NCNZ to liaise with Michelle</p> <p>EN Presentation over the first two days – x2 on those days. Challenge moved to the afternoon of the second day.</p> <p>Missing – NZNO key note speaker needs to be invited. Need to have a think about a key note speaker</p> <p>Paul and Keri want to be present at conference to speak. Michelle to send an invite to PA of Paul and Keri.</p> <p>Suzanne Rolls - <i>“The Future and Presence of Enrolled Nurses”</i></p> <p>Add in Māori words for Meal times</p> <p>Attendance certificates – Sharyn Gordon will print out, including the name badges.</p> <p>EN Section conference Gift and will get sent directly to Leonie.</p> <p>Michelle to make changes and send to Leonie and Sharon.</p>	
<p>14.MOH – Pam Doole & Brittney Jenkins</p>	<p>Meet with Pam and Brittney to discuss the updates regarding the Scope review.</p> <p>Scope review – Michelle provided background around the review of the scope. Scope statement got released this conference 2023. Started working on education standards which have gone out for consultation. Competencies due to go out 18th of December for consultation.</p> <p>Spoke with Pam and Brittney that we have been through the Education standards from our point of view. Addressed with Pam and Brittley our thoughts/ concerns and additions re the standards.</p>	

	<p>Discussion around placements – going back to the new grad students and asking if they felt prepared/ready and their thoughts. How to support placements better for students.</p> <p>MOH would like to see for EN to RN transition and EN recognition prior learning and require to only do 18months RN training.</p> <p>Elaborated more on add in a new standard for standard 6 and our reasoning around the addition criteria.</p> <p>Advocating for paid clinical placement</p> <p>Strongly suggested to add on Standard 7 re emergency services.</p> <p>Michelle asked MOH how their submission for education standards was going. Would still like more guidance between RN and EN – have not been to any of the presentations, but has not had any clarity.</p> <p>Went through Barriers for Enrolled Nurses with Pam and Brittney</p> <p>Hope to meet again in Feb 2024 and hope to have more clarity.</p>	
<p>15. Enrolled Nurse Presentation – review/update, Call for nomination dates</p>	<p>Updated Enrolled nurse application form for Enrolled Nurse Presentations for Conference 2024 in Hamilton.</p> <p>Changes made – Up dated email address Closing date 29th January 2024 Award criteria – if group presentation, only one registration fee paid.</p> <p>Michelle to send to Sharyn Gordon, for call out for EN presentations for conference.</p>	
<p>16. Barriers for Enrolled Nurses</p>	<p>Number 2 – improving Number 10 – Improving Number 11 – press release 16/11/2023 – still includes EN's</p>	

	Number 12 – Improving Number 13 – send out a survey Monkey re Iv Medications and feel its needs to be standerdised as we are one hospital.	
17. NZNO Guidelines on the place of the EN in the NZ health care system	Moved to Feb 2024 meeting	
18. NZNO Organizer Guideline re EN and EN section in NZ	Moved to Feb 2024 meeting	
19. EN Strategic Plan 2021-2026	Moved to Feb 2024 meeting	
19. EN Section Rules	Moved to Feb 2024 meeting	
20. Enrolled Nurse Section Annual Plan	There is a new template which needs to be created. Updated with Suzanne – continue with this via Teams on 28 th November	
21. Change in face-to-face meeting – February 2024	Dates needing to be changed from 13 th and 14 th February to the 21 st and 22 nd February 2024.	
22. Survey Monkey to EN members	Survey Monkey to be put to the members re IV administration in hopes of standerdising through all Te Whatu Ora.	

Meeting Closed (Time): 3:20pm

Next meeting/teleconference will be held (Date and Time): Face to face February 21st & 22nd 2024

Date minutes confirmed (usually done at next meeting)	22/2/24
Signed	M. Prattley
Name	Michelle Prattley