

Action points from the 25th Meeting of the Paediatric Nursing Associations of Europe

1. *Written update for websites* **not all countries have yet advised of information required**
 - Each country to email FS the name and email address for the key contact to be placed on the website

Please note: all countries need to do the above asap

 - Key contacts and weblinks to be placed on PNAE website when received – **FS**
 - Email contact list to be amended in light of the above - **FS**
 - Key contact to cascade information, agenda's and papers within their own country/Association as required – **All**
2. *Update of Paediatric Nursing in Italy*
 - Revise PNAE position statements and send with covering letter to PNAE representatives by end June 2015 – **FS**
 - Revised PNAE position statements and covering letter to be translated and sent to key stakeholders in each country by PNAE representatives – **All**
 - Each country representative to monitor and report on responses received at future PNAE meeting – **All**
 - Evidence of the impact of paediatric nursing/nurses to be sent to FS – **All**
3. *Update on future PNAE congresses*
 - Suggestions for plenary speakers to be forwarded to colleagues in Portugal – **FS**
 - Colleagues in Portugal to make contact with both PNAE scientific committee members and PNAE organising committee members asap – **SC/MB**
 - Congress advertising material and call for abstracts to be developed as soon as possible – **SC/MB**
 - Advertising material to be circulated to PNAE members once received from colleagues in Portugal - **FS**
4. *RN4CAST, recruitment and competence of nurses*
 - Consider exploring potential for a similar European study in paediatrics. To be discussed further at next meeting - **All**
5. *Education programmes: mapping of learning outcomes*
 - Review paper circulated in advance of the PNAE meeting and send comments and suggestions to KdW katrin.dewinter@thomasmore.be by 12th July 2015 - **All**
 - Keep PNAE members updated on development of indicators – **KdW/KV**
 - Item to be placed on next PNAE meeting agenda - **FS**
6. *Do Not Resuscitate Orders*
 - Draft survey to be prepared for review prior to circulation – **JC**
 - Item to be placed on next PNAE meeting agenda – **FS**
7. *Transition of children and young people to adult services*
 - Countries who have not yet responded who wish to do so to send information to FS by 30th June 2015 - **All**
 - Present final findings and position statement for agreement at next PNAE meeting - **FS**
8. *Caring for sick children and young people at home and in the community*
 - Survey once amended to be circulated to PNAE representatives – **FS**
 - Survey to be completed and returned within set timeline - **All**
 - Presentation of findings at next PNAE meeting - **FS**

9. *Promoting collaborative children's nursing research*
 - Countries who have not yet responded to the survey or those who wished to suggest additional names and contact details to send to FS by **12th July 2015- All**
 - Contact to be made in due course to establish links to facilitate collaborative paediatric nursing research across Europe - **FS**
 - Potential database to be developed in due course - **JC**
10. *Home ventilation for children across Europe*
 - Draft survey to be prepared for discussion at next PNAE meeting – **IM/FS**
11. *CanMeds Roles Framework*
 - Each country to look at in light of frameworks used in their country and to bring information to the next meeting for discussion – **All**
12. *Notification and responding to emails within requested timeline*
 - PNAE members to respond to requests, notifications and to return information within set timeline - **All**
13. *Future agenda items*
 - To discuss indicators and health outcomes at the next PNAE meeting
 - To discuss influencing stakeholders at the next PNAE meeting
14. *Future meeting dates/venues and locations*
 - Advise FS of attendance at the November 2015 meeting- **All**