

Action points from the 29th 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 check the name and email address for the key contact as above and the weblink for their association and advise FS if information needs amending – **All**
 - Updates to key contacts and weblinks to be placed on PNAE website when received – **FS**
 - Key contact to cascade information, agenda's and papers within their own country/Association as required - **All**
2. *Congress 1st and 2nd June 2018 in Athens*
 - Place information about accommodation on the congress website as soon as possible - **Congress organising company**
 - PNAE representatives to promote the conference in their country and to highlight call for abstracts at periodic intervals – **all**
 - PNAE representatives to advise VM of potential sources of sponsorship – **all**
 - Send out regular updates to FS and those who register expressions of interest in receiving updates - **Congress organising company**
 - Review draft letter to invited speakers – **FS**
 - Consider suggestions for keynote and invited speakers – **scientific committee**
3. *RN4CAST, recruitment and competence of nurses*
 - Highlight the need for similar workforce study in paediatrics to researchers in each country – **All**
 - To place workforce and recruitment on the agenda as a regular item – **FS**
 - To consider review and update of nurse education for paediatric nursing position across Europe in 2018
4. *Promoting collaborative research*
 - Cascade completed list - **FS**
 - To cascade to lead nursing researchers in each country once received –**All**
5. *Palliative Care*
 - Amend draft position statement by end May 2017 – **IHD**
 - Circulate amended position statement to PNAE representatives for final comments by end June 2017 - **FS**
 - Position statement to be approved at October PNAE meeting – **All**
6. *Caring for sick children and young people at home and in the community*
 - Circulate position statement and covering letter to PNAE representatives – **FS**
 - Translate and circulate to key stakeholders - **All**
7. *The Health of child immigrants*
 - Consider the questions above and prepare response for discussion at the next meeting - **All**
8. *Models of child health appraised (MOCHA) project*
 - Invite to speak at the next meeting in Iceland - **FS**
9. *Advanced Nursing Practice*
 - Draft questions for PNAE survey for discussion at next meeting - **FS**

10. *Pain Management and assessment*
 - Share pain management resources and assessment tools in use in your country - all
11. *Potential for pan European standards of care/evidence based protocols*
 - Issue to be discussed at forthcoming meeting
12. *PNAE meeting in Iceland*
 - Provide support to colleagues in Iceland - **IM**
 - Look at travel and accommodation options asap – **all**
13. *Future agenda items*
 - School nursing – **SA**
 - Standards of care and evidence based protocols – **IHD**
 - Shared record keeping between nurses and families - **IDO**
14. *Notification and responding to emails within requested timeline*
 - PNAE members to respond to requests, notifications and to return information within set timeline - **All**
15. *Future meeting dates/venues and locations*
 - Advise FS of attendance at October 2017 meeting- **All**