

## Action points from the 11<sup>th</sup> Meeting of the Paediatric Nursing Associations of Europe

### Matters arising

1. *Communication update*
  - UNICEF contact to be added to circulation list for PNAE updates – **FS**
2. *Written update for websites*
  - [http://www.rcn.org.uk/development/communities/specialisms/children\\_and\\_young\\_people/forums/other\\_forums\\_and\\_groups/paediatric\\_nursing\\_associations\\_of\\_europe](http://www.rcn.org.uk/development/communities/specialisms/children_and_young_people/forums/other_forums_and_groups/paediatric_nursing_associations_of_europe)
  - Members of PNAE asked to look at website and to forward electronically any updates/additional information to be posted on the website to FS – **All**
3. *Paediatric Nurse Education in Europe: A position statement by the Paediatric Nursing Associations of Europe (PNAE)*
  - [http://www.rcn.org.uk/development/communities/specialisms/children\\_and\\_young\\_people/forums/other\\_forums\\_and\\_groups/paediatric\\_nursing\\_associations\\_of\\_europe/positionsagreements](http://www.rcn.org.uk/development/communities/specialisms/children_and_young_people/forums/other_forums_and_groups/paediatric_nursing_associations_of_europe/positionsagreements)
  - PNAE members to translate and circulate to professional organisations and others as appropriate within their own country - **All**
4. *Links with ESPNIC & Competency Framework development*
  - Provide update at next meeting – **IHD**
5. *Change of location for Autumn 2008 meeting*
  - Forward information about venue, travel and nearby accommodation details to FS ASAP – **BMV**
6. Evaluation of IPA/IPAN Congress in Greece, 2007
  - Continue to explore potential for Pan Europe paediatric conference - potentially a stream within European & commonwealth nurses conference held every 3 years – **FS**
7. Feedback re HOPE and ESNO
  - Send annual PNAE update and PNAE summary information to HOPE – **FS**
  - Check with President of FePI re awareness of HOPE – **SC**
  - Send International/European professional association/organisational map – **IHD**
  - Advise PNAE members of outcome of ESNO application - **FS**
8. Minimum Paediatric Nurse staffing levels
  - Final position statement to be placed on PNAE website – **FS**
  - Draft letter for translation and circulation in each country – **FS**
  - Each country representative to translate and send covering letter and position statement to relevant professionals and key officials within their country.- **All**
9. Paediatric quality indicators and satisfaction tools
  - List based on feedback received to be circulated – **FS**
  - PNAE members at meeting in Brussels to review list, advise of relevant and additional items within agreed timescale – **All**
  - Final list of the priority items to be circulated to all PNAE members with a request for feedback– **All**
10. European Federation of Nurses Associations

- PNAE members to make contact with country representative on EFN and arrange to meet as soon as possible – **All**
- PNAE members to advise of contacts at next meeting – **All**
- PNAE members to comment on ethical recruitment code in due course - **All**

11. Research activity

- Review EU commission activities in conjunction with potential research areas – for discussion at the next meeting - **All**

12. Review of priority work/future items

- Representative from ESNO to be invited to a future meeting – **FS**
- Item on patient safety to be placed on next agenda – **FS**

13. Any other business

- Letter with PNAE position statement from PNAE to Croatian Paediatric nursing Association – **FS**
- Letter and attachment to be translated and circulated to professional organisations and health ministry as appropriate – **DB**
- Send programme for BMT conference to FS for circulation – **SC**
- PNAE members who wish to translate PNAE article published in Paediatric Nursing to email FS to request permission to do so – **All**
- Place e learning developments on next meeting agenda – **FS**
- to bring information about medication error project to next meeting - **BMV**
- operating procedures for PNAE to be circulated – **FS**

13. Dates/venues of future meetings

- **Action: Host countries to be identified**

PNAE meetings are held in different venues/countries to enable as many representatives from Paediatric Nursing Associations/National Nursing Associations to attend and participate in activities. We appreciate that financial implications of travel and accommodation may prevent several members from attending PNAE meetings. If your country has not yet attended a PNAE meeting but you would be interested in hosting a meeting in your Nursing Association/Country please contact Fiona Smith – [Fiona.smith@rcn.org.uk](mailto:Fiona.smith@rcn.org.uk) ASAP