

## Action points from the 19<sup>th</sup> 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. *Links with ESPNIC & Competency Framework development*
  - Revise document in light of feedback received, replace version on website and circulate amended version to PNAE members - **FS**
3. *2 day PNAE congress as part of Europaediatrics/RCPCH conference*
  - Finalise agreement with conference organisers - **FS**
  - Set up Scientific Committee and Local Organising Committee– **FS**
  - Keep PNAE members updated on progress and discussions – **FS**
  - Identify lead paediatrician for Europaediatrics 2015 in Rome and advise OG - **FS**
4. *Nurse Education re-survey*
  - Circulate Pdf of article for information in due course – **FS**
5. *Patient Safety medication error*
  - Final amendments to be made before being placed on website – **FS**
  - Final version to be circulated to PNAE members with covering letter – **FS**
  - Representatives to translate and disseminate to key organisations and individuals – **All**
6. *Regulation and re-validation survey*
  - Send amendments required to the collated document to FS by 6<sup>th</sup> April 2012 after which the collated document would be finalised and placed on the PNAE website - **IHD and AMB**
  - Final amendments to be made to position statement before being placed on website – **FS**
  - Final position statement to be circulated to PNAE members with covering letter – **FS**
  - Representatives to translate and disseminate to key organisations and individuals – **All**
7. *Code of ethics for paediatrics*
  - Final amendments to be made before being placed on website – **FS**
  - Final version to be circulated to PNAE members with covering letter – **FS**
  - Representatives to translate and disseminate to key organisations and individuals – **All**
8. *Position statement to specify specific recruitment, selection and training for support roles within neonatal and paediatric areas*
  - Present findings at the next meeting in November 2012 - **FS**
9. *Draft constitution for PNAE*
  - Item to be placed on agenda for meeting in Amsterdam for further discussion – **FS**

10. Pan Europe Infection Control Nurses network
  - Write to raise issues formally with EUNETIPS and to explore potential collaborative working, highlighting good examples such as work undertaken in respect of milk kitchen in Leuven, Belgium - **FS**
  
11. *Centralisation of specialist children's services*
  - survey to be drafted for discussion at the next meeting – CvH
  - place on agenda for next meeting - FS
  
12. *Family presence in paediatric and neonatal areas*
  - draft definitions paper to be prepared for discussion at the next meeting – OG
  - place on agenda for next meeting - FS
  
13. *Family paediatric nurse*
  - place on agenda for next meeting – FS
  
14. *Future meeting dates/venues and locations*
  - Hosts sought for future meetings - **Please advise FS if you are interested in hosting a meeting - all**