



PNAE (Paediatric Nurses Associations of Europe)

35th PNAE Meeting 4th June 2020 Online by Zoom 09:00 UK 10:00 Europe

Notes:

Agenda Item 1:

Welcome, online meeting advice, introductions and apologies- Jane Coad (JC)

Jane welcomed attendees to 35th meeting held online due to the COVID-19 situation
Members introduced themselves and described their countries traditional food and drink.

Attendees at meeting:

Coordinator- Jane Coad, University of Nottingham, UK (JC)

Deputy Coordinator- Immacolata Dall'Oglio, National Federation of Nursing Professions Orders of Italy (IDO)

Secretary- Jean Davies, Children and Young People's Professional Issues Forum, Royal College of Nursing, UK (JD)

Catherine Sheridan, 1st Vice President, Irish Nurses and Midwives Organisation, Ireland (CS)

Helena Wigert, Swedish Paediatric Nurses Association, Sweden (HS)

Ingrid Hankes Drielsma, Dutch Association of Paediatric Nurses, Netherlands (IHD)

Marloes de Boer, Dutch Association of Paediatric Nurses, Netherlands (MdB)

Karin Bundgaard Nielsen, Paediatric Nursing Association, Denmark (KB)

Katrin De Winter, Paediatric Nurses Association, Belgium (KdW)

Kristina Kužnik, Zagreb, Croatian Nurses Association of Paediatric Nursing Society (KK)

Siret Läänelaid, Paediatric Nurses Association of Estonia (SL)

Orsola Gawronski, Italian Nurses' Association (OG)

Majda Oštir, Nurses and Midwives Association of Slovenia, Professional Groups of Nurses and Health Technicians in Paediatrics (MO)

Ayşe Ferda Ocağcı, Paediatric Nurses Association. Turkey (AO)

Apologies noted as follows:

Karen Vansteenkiste, Paediatric Nurses Association, Belgium (KV)

Ivona Mikulenková, Vice president of the Paediatric section of the Czech Nurses Association, Czech Republic (IM)

José Vilelas Ordem dos Enfermeiros, Portugal (newly elected) (JV)

Barbara Poutopoulou, Secretary of Hellenic Paediatric Nursing Association (BP)

Agenda Item 2:

Previous minutes. Matters arising from notes of 34th meeting in Zadar, Croatia

Corrections:

Names and details-

- Elizabeta Kralj Kovačić Host, Zagreb, Croatia, Danijela Nožinić, Host, Zagreb, Croatia, Dubravka Gajšek, Host, Zagreb, Croatia
- Elizabeta and Danijela are members of Croatian Nurses Association of Paediatric Nursing Society
- Kristina Kužnik, Zagreb
- Ayşe Ferda Ocakçı, Paediatric Nurses Association. Turkey

Matters arising:

Ensure dates and action points co-ordinate to prevent confusion caused when not accurate. Notes of meetings too long: Future notes to contain salient points and important issues only, with details of any voting.

Agenda item 3:

Acknowledgement of impact of COVID-19 and collective experience of PNAE

Message emailed by JC has been circulated and translated where necessary by some PNAE members.

Agenda item 4:

Terms of Reference(TOR)–

Discussion regarding (TOR) concluded that they are out of date and require new document to be rewritten. Each country representation also needs checking for each one. Volunteers asked for to support the task which will be completed by October 2020 for consultation and final sign off by members.

Action point

Co-ordination Team to contact every country on representation & governance

CS, OG and IHD, volunteered to help support Co-ordination Team develop the new TOR (and to have this as a 45-minute agenda item in October online meeting)

Agenda item 5:

Estonia Congress Update –

SL updated on the arrangements for the 5th PNAE Congress on the 21st and 22nd May 2021. The PNAE business meeting will be held on the 20th of May, prior to the Congress. Early Bird registration ends 14th March 2021 and abstract submission dates are extended to 13th November 2020 and to allow for any updates or improvements to previous submissions.

Action point

SL will update the information about the PNAE Congress and reinforce the guidelines regarding abstracts. Siret will contact those who have already submitted abstracts.

Agenda item 6:

PNAE website/s (RCN to FNOPI) & proposed new PNAE logo – Presentation from (IDO)

IDO demonstrated the new PNAE website which is hosted by the National Federation of Nursing Professions Orders of Italy (FNOPI) and presented details of a range of possible new PNAE logos.

Discussion following the presentation focussed on the hard work and effort, led by IDO, that had gone into producing a bright, clear, user friendly website and choice of suitable logos.

PNAE members positively approve of the new website and asked whether the PNAE webpage at the RCN will directly signpost the link to the Italian website.

If PNAE items are uploaded and available on RCN webpage for information, this will cause duplication and confusion.

Documents from the RCN webpage to be sent to IDO and Fiona Smith (FS) to be contacted regarding pre 2014 PNAE information.

Action Point

JD will contact FS regarding the location of PNAE documents prior to 2014 that are missing.

PNAE members to let IDO know if any items are missing from the new website and of any new items they would like added.

The <https://pnae.eu> weblink only should be available on the RCN, PNAE webpage to direct people to the new Italian website.

Members asked why pnae.eu and not PNAE and were advised that pnae.eu is the only domain available.

New PNAE logo: members reviewed the style and colours of proposed PNAE logos and a clear decision was made that 7B was their preferred choice.

Some improvements could be made to the definition of the hands within the logo and members were asked to think about the colours used and effective they would look when photocopied.

IDO and colleagues were again thanked for all their hard work and time spent on the design of the new PNAE website.

Action Point

JC agreed to send letters of thanks to the President of FNOPI, the website developers and the artist who designed the logos.

Agenda item 7:

Current project updates and predicted dates for completion -

Workforce and recruitment – KdW Belgium

This work is unable to be progressed by KdW due to her new work commitments. KdW will make arrangements with colleagues to continue the work.

Advanced Nursing Practice – IDO Italy

75% response from PNAE members to survey. Difficult topic due to wide range of variation in the definition of Advanced Nursing and the roles of Advanced Nurse Practitioners. This item will be discussed again at the October meeting.

Shared Record Keeping – Slovenia? Plus IDO/KB/BP/JD (See previous minutes)

This work is not being progressed.

Early Warning Systems – CS – Ireland

CS and OG involved in this work. OG will progress and include PNAE in a survey being undertaken by Hugh Chapman from the European Foundation for the Care of Newborn infants (EFCNI) and a report is due in the Autumn.

Safeguarding – KV – Belgium

There will be recognition in this work of the impact of COVID-19. Volunteers required to help and offers received from Catherine and Ingrid.

Agenda item 8: JC

What are the priorities for PNAE and the top 3 to take forward/Who? –

General discussion following JC's presentations. The information received from members on their countries' priorities will be coordinated and presented to members for further consideration and choice. JC will send a survey link for this in the summer. Leads and Co-Leads for the chosen priorities will be sought.

Action point

JC will send a survey link to develop our priority mapping in the summer.

Agenda item 9:

Future meetings: host countries, dates and venues -

- Autumn 2020 – **Slovenia (? Online or meet in person)?**
Decision made to host the meeting online on the 8th of October hosted by MO (time to be confirmed). MO agreed to develop an information film about their service.
- Spring 2021 including PNAE Congress May 21st and 22nd in Tartu, **Estonia**
Confirmed with the addition of the PNAE business meeting on the 20th May 2021
- Autumn 2021- **?Dublin**
Confirmed that Jane Coad will host an online meeting - Nottingham UK
- Spring 2022 - **?Belgium**
Confirmed Belgium hosted by KdW (In person)
- Autumn 2022 - **???** **Who would like to host this one?**
Confirmed as online but need a country to 'host'
- Spring 2023 including PNAE Congress Rome, Italy
Confirmed Rome, Italy including 6th PNAE Congress (In person)

Any other business:

- **The twice yearly PNAE meetings will take the format of one online and one face to face meeting.** This may assist with attendance due reduced costs of travel. On the online meeting – the host country will develop a film on their Children’s Hospital for all the view.
- **All agreed that the online meeting was very successful, request that members speak slowly to assist understanding.** Sound quality is variable but mostly acceptable.

NOTE: Documents circulated with a request for comment and agreement: If no response is received it will be assumed by default that there is agreement.

Thank you to everyone, especially Riccardo and Emanuela for their technological support.