

Paediatric Nurses Associations of Europe (PNAE)

Action Plan, Responsibility and Timeline: Online meeting: 20th May 2021

Item for action	Responsibility	Timeline
Notes arising from last meeting circulated to PNAE members	Jean Davies	01/07/2021
PNAE Membership- check details are correct on PNAE website	All PNAE members	15/07/2021
PNAE Website update, COVID-19 news, add upcoming events, quality assured links	Coordination team and All PNAE members	31/08/2021 31/08/2021
Review position statements and definitions for accuracy and relevance	Coordination team and All PNAE members	01/00/2021
Terms of Reference finalised and uploaded on PNAE website	Coordination team	31/07/2021 It will be uploaded on PNAE website after the approval of 37°meeting Notes



Review PNAE Workplan:		
Existing	Ingrid Hankes Drieisma, Karen	31/07/2021
Safeguarding Project Completed	Vansteenkiste	
PEWS utilisation in paediatric hospital, a survey among Europe Proposed	Orsola Gawronski, Catherine Sheridan	It will be uploaded on PNAE website after the approval of 37°meeting Notes To be agreed
Proposal for PNAE survey regarding services (paediatricians and medical care across Europe)		To be agreed
Long COVID-19 - proposal to develop education for children, young people and adults	Immacolata Dall'Oglio	To be agreed
Gender imbalance in the Children's nursing workforce		To be agreed
	Jane Coad	To be agreed
	Jane Coad	
Any other business		
Length of meetings:	Coordination team	31/07/2021
Length of meetings to enable all agenda items to be addressed Reduce the agenda items, keep the length of the meeting the same. Use an electronic workspace e.g. Google Docs to work on documents		
PNAE coordination team proposal:		



PNAE coordination team proposed a criteria be agreed for adding news about Scientific events and adding links to International Associations and Institutions to the PNAE website. Details in the PNAE meeting notes of the 20th May 2021.	All members and PNAE coordination team	31/08/2021
Venues and dates of next meetings		
Autumn 2021 - 6th October. Nottingham U.K.	All PNAE members to confirm	31/08/2021
Virtual Online. We are proposing that the time will be to start		
at 10.45am Europe (9.45 UK) to end at 2pm Europe (1pm UK) - this		
will give us 15 mins at the start for our important introductions.		
Spring 2022 - Norway - Date to be confirmed		
May/June. Virtual Online		
Autumn 2022 - Belgium - Date to be confirmed.	Coordination team and All PNAE members	31/08/2021
Oct/Nov. Virtual Online/or in person to be decided.		
Spring 2023 – ROME Congress! May/June		
In person - we all are hoping for this		
Autumn 2023 Virtual Online Volunteer please needed		
Spring 2024 Ireland /Dublin Date to be confirmed Catherine hopes in-		
person.		