

Action grid incorporating notes of the Paediatric Nursing Associations of Europe (PNAE)

<https://pnae.eu/>

44th Meeting hosted by Turkey in person on the 17th & 18th of October 2024



Attendees: PNAE member name and surname	Initials	Member Country	Nursing Association
Katrin De Winter	KdW	Belgium	Netwerk Verpleegkunde
Karen van Steenkiste	KvS	Belgium	Netwerk Verpleegkunde
Kristina Kuznik	KK	Croatia	Paediatric Society Croatian Nurses Association
Sanja Buhin Cmarec	SBC	Croatia	Paediatric Society Croatian Nurses Association
Elizabeta Kralj KovaAIA	EKK	Croatia	Paediatric Society Croatian Nurses Association
Karin Bundgaard Nielsen	KBN	Denmark	Danish Nurses Association
Anette lund	AL	Denmark	Danish Nursing Association
Barbara Boutopoulou	BB	Greece	Hellenic Paediatric Nursing Association
Vasiliki Matziou	VM	Greece	Hellenic Paediatric Nursing Association
Efrosini Vlachioti	EV	Greece	Hellenic Paediatric Nursing Association
Rosemarie Sheehan	RS	Ireland	National Children's Nursing Network
Orsola Gawronski	OG	Italy	National Federation of nursing Professions Orders of Italy
Immacolata Dall'Oglio	IDO	Italy	National Federation of nursing Professions Orders of Italy
Ingrid Hankes Drielsma	IHD	Netherlands	V & VN Vrouw en Kind
Helena Wigert	HW	Sweden	Association for Paediatric Nurses in Sweden
Katarina Patriksson	KP	Sweden	Association for Paediatric Nurses in Sweden
Ayşe Ocağcı	AO	Turkey	Child Health Nursing Organisation
Jane Coad	JC	United Kingdom	Royal College of Nursing
Jean Davies	JD	United Kingdom	Royal College of Nursing

Attendance as listed above

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Thursday October 17th

9:00: Hospital visit at Koç University Hospital: NICU, PICU, Newborns, Semahat Arsel Nursing Education and research Center (SANERC)

11:30 - 16.30: PNAE meeting (Koç Üniversitesi Hastanesi)

Welcome by PNAE Coordinator JC

1. Attendance and Apologies

Charles Eury (France), Estelle Leden (France), Isabel María Morales Gil (Spain), Josefina Patiño Masó (Spain), Signe Bandlien (Norway), Siret Läänelaid (Estonia), Jacobien Wagemaker (Netherlands), Majda Osdir (Slovenia).

2. Welcome by Prof. Duygu Gözen, Dean Koç University Hospital and welcome by Assos. Prof. Pelin Karaçay, Director SANERC

- Presentation about School of Nursing and Education program of Bachelor of Nursing
- Presentation about SANERC

Slides of these presentations are available on the PNAE website.

3. Warm welcome from the Turkish member of PNAE Ayse Ferda Birhekimoğlu Ocakçı

4. Previous notes and matters arising from in person 43rd PNAE meeting online, hosted by Iceland on May 15th 2024

Notes in the Action Grid

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5. Updates from new PNAE members

No new information

In the last years, Portugal, Austria, Germany and Switzerland didn't attend a meeting

Action 7: Defining what an active member is by Co-ordination Team (TOR). Afterwards sharing with everyone by email, before next meeting.

6. Partnership with International Society

RS shared a report about a pilot study 'Nursing Workforce in European Children's Hospitals' by ECHO the European Children's Hospitals Organisation (cfr. email 15/10). **RS** will give a presentation on this in our next meeting.

On PNAE website, some organisations have a link in the footer. We decided that, in the future we will link to a page with explanation of what the partnership will mean. We also need to discuss with who we will collaborate with in terms of other scientific societies and other organisations. . We also need a plan of what PNAE offers and vice versa. This will be discussed in the next meeting

7. Updates on about PNAE leadership

We thank Jean Davies for her excellent work in the role of Secretary.

We congratulate **Immacolata** with her new role of Co-ordinator. We wish her all succes! **IDO** will start in this new role in the next meeting in March 2025.

Before March, there will be a handover period with support by **JC**

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Opening invitation for the role of Deputy Co-ordinator. **Action 8: Members who are interested in the role of Deputy, please email your expressions and interest in this role to Jane Coad (JC) and IDO as support by the 1st of December 2024!** Please read the Terms of Reference carefully. Any member wishing to nominate themselves are expected to send 250 words ONLY to support their nomination including a desire to undertake the role, evidence of recent activity and engagement in PNAE meetings and work (last 12 months of PNAE).

For members who need more information, **JC** and **IDO** are happy to chat with you and give you their expertise on this role in a objective way. Everyone, but **IDO** can come forward for this role and JC declared she will not be applying.

If there is more than one-member self-nominating, these members will be contacted by **JC and IDO to agree that your statement is sent to all members for voting**. If members who nominated themselves agree JC/IDO will send the statements to all members with a voting window of 2 weeks/10 working days (by 1st January 2025). Voting can take place out of meetings electronically. Every country can only have ONE vote!

The Co- ordination Team is defining a proposal of the responsibilities for each role. Also a description of the Advisory Board, that will be on a non voted, voluntary way. This document will be sent in order to share it with PNAE members and vote to add in the TOR.

You can find the whole procedure in the Terms of Reference document, posted on the website.

The decision will be announced by email on the 1st of February.

8. Information about 7th PNAE Congress France, June 2026 - Estelle Leden (EL), connected online in an extraordinary way updated the PNAE members about the Congress Organization

- Venue: Palais des Congrès d'Issy les Moulineaux (nearby Paris): <https://www.viparis.com/nos-lieux/palais-des-congres-issy/espaces>
- Dates: PNAE congress: 12 & 13 June — PNAE meeting 11 June
- **New information given by EL on 19/11/2024: PNAE congress: 11 & 12 June 2026 – PNAE meeting 10 June 2026 !!**
- Fee of the congress – 150 a day, 250 for three days – price for 2 days and the price for students will be discussed in the association
- Organizing committee –

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- Scientific committee: **JC** will be leading the Scientific Committee, next to 4 or 5 PNAE members with experience in reading abstracts and a certain level in English – **Action 9: Please email your interest to JC by the 1st of December 2024.** Note that this job takes a lot of time, certainly in the weeks and days after closing the abstract submission!
- Template for abstracts: the one that is used for the congress in Greece and we already used for 6^o PNAE Congress in Italy, Immacolata we will share it with the future Scientific Committee.
- Possible themes:
 - Framework for nurses working in paediatric roles – sharing what paediatric nurses do
 - The Essence of paediatric nursing education

9. Organisation and information about 45th PNAE meeting online hosted by Slovenia

Date: 27th March 2025 – 11 am UK – 12 am European time. **Action 10: Co-ordination Team will contact Majda for information about the agenda.**

10. Upcoming meetings and Congress

- Spring 2025 – PNAE meeting - 27 March 2025 - Online - hosted by SLOVENIA.
- Autumn 2025 – PNAE meeting date to be agreed - In person hosted by LUXEMBOURG **Action 10: Co-ordination Team will contact MF to inform and define the date**
- Spring 2026 - PNAE meeting - 11 June and 7th PNAE Congress - 12 & 13 June – In person, hosted by FRANCE
- Autumn 2026 – PNAE meeting – date to be agreed- online – hosted by IRELAND thank you Rosie
- Spring 2027 – PNAE meeting – date to be agreed – In person hosted by DENMARK, Copenhagen, thank you Anette & Karin
- Autumn 2027 PNAE meeting – date to be agreed - online hosted by SWEDEN, thank you Helena & Katarina
- Spring 2028 PNAE meeting & 8th PNAE congress hosted by the UK, – RCN will help with the event
- Autumn 2028 – to be agreed

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- Spring 2030 PNAE meeting & 9th PNAE congress in Ireland, Dublin

11. PNAE work schedule: Proposals and Updates

- **Paediatric nurse education survey: JC & KdW** are working together with Dr Matthew Carey in an international group to map paediatric nursing education. BB brought up the important issue of working on a framework for paediatric nursing education. The PNAE member discussed about how to give value of the work already conducted by PNAE about this topic and how PNAE could continue to contribute about this core topic of the network
- **Update on proposal for PNAE survey regarding services** (paediatricians and medical care across Europe). **IDO** presented information for a survey about services in the school. This is an important topic in Italy; the Federation of Nursing Professions Orders in Italy published a statement about the role of nurse in the school. We did a round of the table and collected information from every country. We decided to dive in this topic; **IDO & RS** will prepare a presentation for next meeting. – slides available on the website.
- **Update on LONG COVID-19 Children and Families.** We did a round of the table; Sweden has a centre for Long COVID-19, also children where admitted in this centre, while several countries have no case documented. It is interesting to explore this topic. In Ireland, a blog is posted about this topic. It could be interesting to share our stories in this blog under the name of PNAE. OG suggested that we develop a outline invitation to for PNAE website to capture case studies/ JC to action.

Friday October 18th

9:00: - 15.30: PNAE meeting (Koç Üniversitesi Hastanesi)

12. Any outstanding issues from Day 1

Erasmus Plus Project Extended reality (ER) in paediatric nursing education. **BM, VM, EV & KdW** are working together in this Erasmus program. Also Bulgaria and Cyprus are involved. We analysed the literature and did a survey of good practices (also PNAE members gave information). Next to this, we asked students about their learning needs in context of the use of ER. At the moment, we are developing

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scenarios for VR learning in 4 modules: Family Centred Care, respiratory care, pain management and emergency care. This project is a pilot case study. Information will be provided within PNAE, as this will be available on our website: pedxr.com.

The PNAE members asked how PNAE could contribute at this stage of the process, how is it possible to widen the participation and finally advised us when the project as results ready for a new through PNAE website. We did round table about any update from every country.

13. Social Media – discussion and decision to make about what kind of information to be disseminated and how to send

OG informed us, about Social Media and what this could mean for us as PNAE network (slides available at the website). We haven't a budget to hire a Social Media content builder, so it is important that we spread our posts through all the national associations. **Action 11: Co-ordination Team will look at the opportunities and will decide which way we will go. An operational procedure about the flow chart for managing the use of PNAE social and sharing the information at national level will be provide. A draft will be shared before the next meeting and discussed.**

14. Standardisation of terms (complex health care, baby, infant, ...)

Terms will be prepared by JC, based on Evidence Based information and in cooperation with Maria Brenner. Firstly, the agreed terms for consideration will be presented on our next meeting and will be sent to PNAE members at least 15 days before the meeting. **Action 6: Decision on terms and presentation at the next meeting** (JC to compile to start with)

15. Adverse childhood experiences and engagement with healthcare services – Findings from a survey of adults in Wales and England

JD presented the findings of the survey (slides available on our website). There is the question of whether we could have impact on these experiences. We decided that it would be interesting to post stories in a blog post. JD to write a blog post.

16. The Documentary Review - Continuation of process updating PNAE documents and guidance

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We had an in-depth discussion on the current documents that we have in the PNAE website (slide on the PNAE website). We agreed the first thing we must do is improve the format and information we have in the documents.

A small group of PNAE members who attended have kindly offered to be a working group and will start this process. We will start with the agreed first high level document - **Definition of Paediatric Nurse**. This one was deemed most important to get right first. Once we have the format, style and content agreed of that one then we will agree the next and so on. So, if your name is down to review a document, we suggest you hold back on doing too much to it please. **Action12 : A small group of PNAE members offered to be a working group and will start this process (IDO, HW, KP, JC, KvS, BB).**

For those who could not attend the meeting and are interested in supporting this small group, please let **KdW** know. Results from the working group will be shared at our next meeting.

Agreed on:

- To consider some documents to be archived (not removed but moved into a PNAE archive folder in the website). Suggestions included Medical Errors (3 groups suggested this current document is archived); Safe Staffing, Safe Guarding. We agreed in many cases it was not that the issue was not important but that the PNAE version of this document was not up to date.
- To add a date in the file name.

Notes from de discussion:

- On any document we need a date in the title, version number, set a review date, footnotes for explanations, use of bullets, diagrams/tables. Style, font, layout to be agreed but must be the same.
- Each document will be set in a themed index
- Each document will start with position statement. We will include a synopsis/scope of purpose for each one. This will be 2-3 sentences/paragraph. The Statements need to give a general orientation about a issue.

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- Generally the PNAE Statement/document follows a previous Survey. Similarly, an update of the Statement could be done after a new Survey if appropriate.
- Each Statement need to be updated after 5 years (but might be 3 years depending on the issue)
- Each document will be in English and be checked by members who are English language confident
- The PNAE Statements represent a point of reference for many countries, especially those with less professional and healthcare documents at national level are available (e.g. [Reducing Medication Errors](#))
- The overall statements of any document must be, very clear, very short “sharp” and with the main updated information, or new international issues
- It was discussed if the statement could have the name of the authors but no agreement was reached. To be discussed.

JC, IDO and KdW, thanked everyone for their attendance and valuable contributions. JC thanked everyone for all the support during her time as Co-ordinator.

Next PNAE meeting Spring 2025 (45th) will be hosted online by Slovenia on the 27th of March 2025.

Meeting closed.

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Action number	Action required	Member /s	Target date	RAG status
Action 1	All to check the named person and association details on the https://pnae.eu/ website. Names of Associations in local language along with an English translation if possible. Please send any further corrections to JC, KdW and IDO.	All	At any time	Amber
Action 2	JC will contact again Germany. RS also through the European Children's Hospitalisation Association Promote PNAE as widely as possible with all your countries contacts and networks. Keep trying, a lot of emails to find out which person to contact. Ingrid already did a lot of work.	JC, RS All	Next meeting	Amber
Action 4	Check the links in the notes about palliative care Congress about palliative care in Rome – Jane will link the outcome The document of palliative care is one of the last developed documents (2021) It is not clear in which way we, as a nurse, could make a difference in this. Item to discuss in next meeting	JC, IHD	As part of the documents review agenda	Amber
Action 5	Immacolata compiled a folder for Congress guidance to support PNAE members. The colleagues from France, need to complete it for the appropriate skills at this stage	IDO	asap	Amber

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Action 6	A definition of complex health care is required to enable standardisation of terms, similarly regarding what is generally understood by the terms, baby, infant, child, adolescent and teenager. The neonatal period is clearly defined within the documents written and published by the neonatal organisations within Europe. Further discussion is required on this topic but please forward current definitions to Jane Coad → definitions will be presented on the next meeting by JC	JC and All	By next meeting	Amber
Action 7	TOR – adding a definition of ‘an active member’ (f.i. coming online at least once a year, or active contribution on certain themes. Co-ordination Team will make a proposal on this and will share this with all members by email before JC as co-ordinator will step down.	JC, KdW, IDO	By next meeting	RED
Action 8	Members who are interested in the role of Deputy, please email your expressions and interest in this role to Jane Coad (JC) and Immacolata Dall’Oglio (IDO) by the 1st of December 2024!	ALL, but IDO	1/12/24	RED
Action 9	Members for the Scientific committee for the PNAE congress of June 2026, please send your interest to JC by the 1 st of December 2024 (Note that this job takes a lot of time, certainly in the weeks and days after closing the abstract submission!)	ALL	1/12/2024	RED
Action 10	Contact with Majda (Slovenia) for hosting the 45 th PNAE meeting online. Contact with Marie Friedel (Luxembourg) for hosting the 46 th PNAE meeting in person and define the date	IDO, JC, KdW	Before next meeting	RED
Action 11	Goals and content for Social media decision	IDO, JC, KdW	Before next meeting	RED

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Action 12	Documents review: Determine the format, style and content of the first document: Definition of Paediatric nurse.	HW, JC, KP, KvS, BM, IDO	By next meeting	RED
Action 13	Email etiquette! Please, do not reply on emails, if the subject has changed. Adapt your subject according your email content and start a new email, if necessary. We want to avoid long email content and it makes it also more easy to find a specific email!	ALL	At any time	RED
Action 13	DRAFT Agenda next meeting <ul style="list-style-type: none"> - TOR, definition of the Leadership team role and advisory board IDO, JC, KDW - TOR – format, style and content of Active PNAE member by IDO – 5 mins - Presentation on ‘Nursing Workforce in European Children’s Hospitals’ by RS – 10 mins - Discussion on partnership – which organisations and what are the goals ALL – 10 mins - Health services in the school – presentation with EBN information IDO & RS – 10 mins - Goals, content and flow chart for dissemination through Social Media by OG and IDO – 10 mins - Proposition of terms by JC – 10 mins - Result about reviewing the document of Definition of Paediatric Nurse by IDO, MB, KP, HW, KvS, BB, JC – 10 mins 		Next meeting	

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. Please update details if applicable.

All countries to check their details on the online Contact document <https://pnae.eu/> and send any corrections to katrin.dewinter@thomasmore.be, jane.coad@nottingham.ac.uk and immacolata.dalloglio@opbg.net

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Paediatric Nursing Associations of Europe

Membership Information

Country	
Association	Local name and the name translated into English if possible
Website	
Contact name	
Contact title	
Contact email address	
Contact telephone	



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