



Edited minutes of the meeting of the Board of the Nursing and Midwifery Board of Ireland (NMBI) held on Wednesday, 19 July 2023 starting at 9.30hrs in NMBI and by video.

Members attending in person

Dr Louise Kavanagh McBride, President of NMBI
Ms Áine Lynch, Vice President of NMBI
Ms Kate O'Halloran
Dr Don Faller
Dr Conan McKenna
Ms Muireann Ní Shúilleabháin
Dr Margaret Murphy
Ms Mittu Alungal
Mr Ray Dolan

Members attending by video

Mr Richard Bruton
Mr Thomas Glynn
Ms Mary Leahy
Ms Mary Rose Loughnane
Ms Anne Marie Duffy
Mr John Horan
Dr Lydia Buckley
Ms Niamh Murphy

In attendance

Ms Sheila McClelland, CEO
Ms Kathyann Barrett, Head of Operations
Dr Ray Healy, Director of Registration
Ms Carolyn Donohoe, Director of Education, Policy and Standards
Ms Orla Crowe, Director of Fitness to Practise
Mr Mike Carter, Head of Digitisation
Ms Marie-Therese Hackett, Legal Advisor, Fitness to Practise Department
Ms Christine Hughes, Professional Advisor, Fitness to Practise Department
Ms Jeanne Tarrant, Fitness to Practise Officer
Ms Mary Devane, Professional Officer, Education, Policy and Standards Department
Ms Orla Coady, Governance and Secretariat Manager

Item 1 – Apologies and conflicts of interest



- 1.1 Apologies were received from Ms Louise Collins, Prof Gautam Gulati, Mr Joseph Shalbin, Ms Marian Vaughan, Mr Mark Johnston and Mr Terry McGonigal.

- 1.2 The President reminded Board members of the provisions of the conflict of interest policy. The President then asked Board members to review the agenda to identify any conflicts of interest.

The President advised members that matters discussed during this meeting were to remain confidential to Board members and attendees.

Item 2 – President’s update

The Board noted the report from the President which set out events attended and invitations received.

The Board noted in particular the details of the Board meeting on 14 June 2023 in Donegal which was followed by a meeting with key stakeholders from the Atlantic Technological University (ATU) Nursing Faculty Donegal, Sligo and Mayo, the Local Joint Working Group and the HSE. The President drew the Board’s attention to the “President’s mandate presentation” which she had given at the meeting on 14 June 2023 and which had been uploaded to the Board pack.

The Board agreed that there was value in holding Board meetings in external sites both from a social and networking perspective and in terms of collaboration and developing partnerships with stakeholders. NMBI’s 2022 Summer Series had taken place in higher education institutions (HEIs) but the 2023 Series would focus on clinical sites and practice development units. The President suggested that before the end of the year, a Board meeting might dovetail with one of these events.

The President noted that a recent fitness to practise meeting had been long and complex. Following this meeting, she had taken the opportunity to get feedback from some members and reminded the Board that she was available to mentor any member who felt in need of support.

Item 3 was considered after item 9.

Item 4 was considered after item 5.

Item 5 was considered after item 7.

Item 6 was considered after item 4.

Item 7 – Audit and Risk



7.1 Corporate risk register

The Board considered the report on the corporate risk register which had previously been circulated to members.

The corporate risk register had been considered by the Audit and Risk Committee at its meeting on 7 June 2023.

Decision The Board accepted the recommendation of the Audit and Risk Committee and approved the corporate risk register.

Item 8 was considered after item 6.

Item 5 – Registration

5.1 State of the Register

The Board considered the draft report which had previously been circulated to members and which provided data on the numbers of nurses and midwives on the Register between 1 June 2022 and 31 May 2023. Dr Healy asked the Board to note that the figures presented at this stage were initial figures only which would be verified before final publication. The report also contained an update on Certificate of Current Professional Status (CCPS) applications.

Dr McKenna joined the meeting during this item.

Item 6 was considered after item 4.

Item 4 – MyNMBI

4.1 Mr Carter joined the meeting.

Mr Carter provided a verbal update to the Board on the status of the project plan for procurement of the next generation of the MyNMBI system including the project structure, key dates and high level activities. Procurement would be managed through a Competitive Dialogue process which would allow NMBI and the vendors to explore various solutions and gather information to help refine proposals before the final submissions.

A Steering Group had been set up comprising Board members and external members and which would oversee the project, monitor risks and make recommendations to the Board. A first meeting of the Steering Group had taken place the week before.

Mr Carter left the meeting.



Item 6 – Business, Strategy and Finance

The Chair of the Business, Strategy and Finance Committee, Dr McKenna, advised the Board that there had been no meeting of the committee in July but that he had been fully briefed on the agenda items by the CEO and the Head of Operations in advance of the Board meeting.

6.1 Update on progress against Q1 and Q2 of the Business Plan 2023/Statement of Strategy 2023-2025

The Board noted the Business Plan Progress Tracker which had previously been circulated to members which provided an update to the Board on progress against the business plan for Q1 and Q2 of 2023.

6.2 Management accounts – May 2023

The Board considered the management accounts for May 2023 which had previously been circulated to members. The Board noted the supporting documents providing analysis of legal fees and other professional fees.

Decision The Board approved the management accounts for May 2023.

Ms Donohoe and Ms Devane joined the meeting.

6.3 Objectives and key indicators report

The Board noted the report which had previously been circulated to members. The proposed key indicators in the report were linked to the key objectives of the Statement of Strategy.

The Board was asked to note that the report was a work in progress and would be refined and developed over time.

Ms Leahy left the meeting.

Item 8 – Education, Policy and Standards

8.1 Draft Standards and Requirements for the Public Health Nursing Education Programme

On 26 October 2022, NMBI established an expert working group to develop standards and requirements to revise the standards and requirements which had first been developed in 2005 and re-issued in 2015. Draft standards and



requirements were published for public consultation from 17 May 2023 to 22 June 2023.

The Board considered the briefing document, consultation report and draft standards and requirements document which had previously been circulated to members.

The Board noted that the Education, Training and Standards Committee had considered the draft standards and requirements at its meeting on 6 July 2023 and were recommending them to the Board for approval.

Decision Following a lengthy discussion, the Board accepted the recommendation of the Education, Training and Standards Committee and approved the standards and requirements.

8.2 Site inspection report – University College Dublin

The Board considered the site inspection report which had previously been circulated to members.

The Board noted that the report had been considered by the Education, Training and Standards Committee at its meeting on 6 July 2023 and was recommended for approval by the committee.

Decision In accordance with section 85(2) of the Nurses and Midwives Act 2011 (as amended), the Board accepted the recommendation of the Education, Training and Standards Committee and agreed that University College Dublin and associated healthcare provider sites be approved to provide programmes leading to registration (RGN, RCN, RPN, RM) and specialist educational programmes not leading to registration for a period of five years or until the next site visit as an allied healthcare provider site of University College Dublin, whichever was soonest.

8.3 Site inspection report – St Angela’s College, Sligo

The Board considered the site inspection report which had previously been circulated to members.

The Board noted that the report had been considered by the Education, Training and Standards Committee at its meeting on 6 July 2023 and was recommended for approval by the committee.

Decision In accordance with section 85(2) of the Nurses and Midwives Act 2011 (as amended), the Board accepted the recommendation of the Education, Training and Standards Committee and agreed that St Angela’s College, Sligo and



associated healthcare provider sites be approved to provide programmes leading to registration (RGN, RNID) and specialist educational programmes not leading to registration for a period of five years or until the next site visit as an allied healthcare provider site of St Angela's College, Sligo, whichever was soonest.

8.4 Programmes for approval

8.4.1 University College Cork

Dr Murphy declared a conflict of interest and left the meeting.

8.4.1.1 *Post Graduate Diploma in Community and Primary Healthcare*

The Board noted that the programme had been considered by the Education, Training and Standards Committee at its meeting on 6 July 2023 and was recommended for approval by the committee.

Decision In accordance with section 85(2) of the Nurses and Midwives Act 2011 (as amended), the Board agreed to approve the above programme for a period of five years.

- ##### 8.4.1.2
1. *Postgraduate Certificate in Infection Prevention and Control*
 2. *Postgraduate Diploma in Infection Prevention and Control*
 3. *MSc in Infection Prevention and Control with PG Diploma exit option*

The Board noted that the programmes had been considered by the Education, Training and Standards Committee at its meeting on 6 July 2023 and was recommended for approval by the committee.

Decision In accordance with section 85(2) of the Nurses and Midwives Act 2011 (as amended), the Board agreed to approve the above programmes for a period of five years.

Dr Murphy returned to the meeting.

8.5 Programmes for re-approval

8.5.1 *St Angela's College, Sligo – Master of Health Science in Professional Healthcare Studies*

The Board noted that the programme had been considered by the Education, Training and Standards Committee at its meeting on 6 July 2023 and was recommended for approval by the committee.



Decision In accordance with section 85(2) of the Nurses and Midwives Act 2011 (as amended), the Board agreed to approve the above programme for a period of five years.

8.5.2 *Office of the Nursing and Midwifery Services Director (ONMSD) – National Return to Midwifery Practice Programme*

The Board noted that the programme had been considered by the Education, Training and Standards Committee at its meeting on 6 July 2023 and was recommended for approval by the committee.

Dr Murphy stated that she believed the programme should only be delivered by tutors who were registered in the Midwife Tutors Division and requested that this be noted in the minutes. Following a lengthy discussion taking into consideration that the numbers on the Midwives Tutors Division were limited and that this might restrict the education providers ability for run the programme nationally, it was agreed that it was reasonable for the programme to be delivered by a registered midwife on the NMBI’s Nurse Tutor Register.

Decision In accordance with section 85(2) of the Nurses and Midwives Act 2011 (as amended), the Board agreed to approve the above programme for a period of five years.

It was noted that the programme would be delivered by a “Tutor who is a registered midwife”.

The CEO joined the meeting.

Ms Leahy returned to the meeting.

8.6 Briefing papers for noting

8.6.1 *Revisions to the Nurses and Midwives Act 2011*

The Board noted the briefing document which had previously been circulated to members and which set out the revisions to the Act which had come into effect to 1 June 2023.

8.6.2 *NMBI Series 2023 and update on outstanding actions from the Summer Series 2022*

The Board noted the briefing document which had previously been circulated to members and which set out the proposed plan for the 2023 Series and provided an update on the actions from the 2022 Series.



8.6.3 *Professional Competence Scheme (PCS) Steering Group*

The Board noted the briefing document which had previously been circulated to members and which set out the names of Board and Education, Training and Standards Committee members who had expressed an interest in joining the PCS Steering Group. The Board also noted the draft terms of reference for the Steering Group which had been previously circulated to members.

Following discussion of the draft membership and terms of reference, the Board questioned whether it was necessary or advisable to have seven Board members on the Steering Group.

Action The Education, Training and Standards Committee to review the current proposed membership of the Steering Group and to present a revised structure to the Board at its meeting on 20 September 2023.

8.4.4 *Emerging regulatory challenges to trans-jurisdictional nursing*

The Board noted the briefing document which had previously been circulated to members. The National Council of State Boards of Nursing (NCSBN) in the United States had recently supported a regulatory solution to address borderless health care delivery. In collaboration with international regulatory bodies, an agreed set of Telehealth Practice Principles had been developed that would augment public protection and provide a basis for increased communication, enhanced understanding, and shared research across jurisdictions.

Action The Education, Policy and Standard Department to explore the adoption of these Telehealth Practice Principles in an Irish context.

8.6.5 *Mature testing campaign 2023*

The Board noted the briefing document which had previously been circulated to members and which provided an update on the mature testing campaign in 2023.

Dr McKenna left the meeting.

Item 9 – Fitness to practise

Ms Tarrant, Ms Hackett and Ms Hughes joined the meeting.

Items 9.1-9.3 were considered after item 9.5



9.4 Guidance and Resources for Expert Witnesses

The Board considered the draft *Guidance and Resources for Expert Witnesses* document which had previously been circulated to members. The Board noted that two documents – *The Role of the Expert Witness* and *NMBI Expert Report Process Map* – had also been provided to the Board for information.

Decision The Board approved the draft *Guidance and Resources for Expert Witnesses*.

9.5 Implementation plan for the Compassion Project

The Board noted the implementation plan which had previously been circulated to members.

The Board discussed the points outlined in the plan in particular the phone support line which had been launched on 13 July 2023 to support registrants and any other relevant parties involved in the fitness to practise process.

Item 9.6 was considered after item 9.2.

9.1 Appointment of Chair of the Fitness to Practise Committee

The Board considered the briefing document which had previously been circulated to members.

Decision The Board accepted the recommendation of the Fitness to Practise Committee and approved the appointment of Ms Mary Rose Loughnane as Chair of the Fitness to Practise Committee for a period of three years.

9.1 Appointment of Vice Chair of the Fitness to Practise Committee

The Board considered the briefing document which had previously been circulated to members.

Decision The Board accepted the recommendation of the Fitness to Practise Committee and approved the appointment of Ms Mary Leahy as Vice Chair of the Fitness to Practise Committee for a period of three years.

9.3 Conflict of Interests Policies

The Board considered the following two documents which had previously been circulated to members:

- *Conflict Check Procedure at the Preliminary Proceedings Committee (PPC) stage*



- *Conflict Check Procedure in the Fitness to Practise Process*

Ms Crowe assured the Board that these procedures were standard practice but had now been formalised in the above documents.

Decision The Board approved the above documents.

9.6 Reports

9.6.1 ***Section 58 orders/undertakings***

The Board noted the report which had previously been circulated to members.

9.6.2 ***Conditions report***

The Board noted the report which had previously been circulated to members.

9.6.3 ***Undertakings report***

The Board noted the report which had previously been circulated to members.

Dr McKenna returned to the meeting.

Ms Hackett, Ms Hughes and Ms Tarrant left the meeting.

Item 3 – CEO's update

3.1 CEO report

The Board noted the CEO report, incorporating the directorate reports, which had previously been circulated to members. The CEO drew the Board's attention to the following, which were set out in the report:

Expert Review Body (ERB):

A meeting of the ERB Implementation Oversight Team (IOT) had taken place in July. The Director of Education, Policy and Standards was Chair of one of the Implementation Action Groups (IAG) – IAG 1 Education & Professional Development Undergraduate Review: Recommendations 15,18,19,21 – and this group met on 27 June 2023. Updates would be provided to the Board as the work of the IOT and IAG progressed.

Certificate of Current Professional Status (CCPS):

Details had been provided in the State of the Register presentation.

Director of Midwifery role:



A Midwifery Project Officer had begun working with NMBI on a two-day week basis. Recruitment to fill the Director of Midwifery role would begin in the autumn.

Item 10 – Minutes and actions of previous meetings

10.1 Minutes of previous meetings

10.1.1 *Minutes of the meeting of 23 May 2023*

The Board considered the minutes of the meeting of 23 May 2023 which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 23 May 2023.

10.1.2 *Minutes of the meeting of 24 May 2023*

The Board considered the minutes of the meeting of 24 May 2023 which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 24 May 2023.

10.1.3 *Minutes of the meeting of 12 June 2023*

The Board considered the minutes of the meeting of 12 June 2023 which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 12 June 2023.

10.1.4 *Minutes of the meeting of 14 June 2023*

The Board considered the minutes of the meeting of 14 June 2023 which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 14 June 2023.

10.1.5 *Minutes of the meeting of 12 July 2023*

The Board considered the minutes of the meeting of 12 July 2023 which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 12 July 2023.

10.2 Actions and matters arising from previous meetings



The Board approved the updated action list.

There were no matters arising which were not dealt with elsewhere on the agenda or in the minutes or action list.

Item 11 – Any other business

11.1 Board private session

As the Board wished to continue its discussion in private, members of the executive left the meeting.

At the invitation of the President, the CEO remained in the meeting during the private session.

There being no further matters for consideration the meeting ended at 13.00hrs.