



Edited minutes of the meeting of the Board of the Nursing and Midwifery Board of Ireland (NMBI) held on Wednesday, 21 September 2022 starting at 9.30hrs in NMBI and by video.

Members attending by video

Ms E Cassidy, President of NMBI
Dr L Kavanagh McBride, Vice President of NMBI
Dr C McKenna
Ms AM Duffy
Mr J Horan
Mr R Bruton
Mr D Murphy
Prof M Rigby
Ms E Kelly
Dr D Faller
Mr T Glynn
Ms L Collins
Mr J Shalbin

Members attending in person

Ms A Lynch

In attendance

Ms S McClelland, CEO
Mr C O'Leary, Director of Fitness to Practise
Dr R Healy, Director of Registration
Ms K Barrett, Head of Operations
Ms C Donohoe, Director of Education, Policy and Standards
Ms D Johnston, Director of Midwifery
Ms L Manselli, Strategy and Programme Manager
Ms O Coady, Governance and Secretariat Manager

Item 1 – Apologies and conflicts of interest

- 1.1 Apologies were received from Prof C O'Herlihy, Ms M Vaughan, Ms A Horgan, Ms M Gorman, Mr M Blake-Knox, Dr D Lawler, Mr L Hamill and Ms C Cocoman.
- 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 – Minutes and actions of previous meetings

2.1.1 Minutes of the meeting of 19 July 2022

The Board considered the minutes of the meeting of 19 July 2022 which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 19 July 2022.

2.1.2 Minutes of the meeting of 20 July 2022

The Board considered the minutes of the meeting of 20 July 2022 which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 20 July 2022.

2.1.3 Minutes of the meeting of 7 September 2022

The Board considered the minutes of the meeting of 7 September 2022 which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 7 September 2022.

2.1.4 Minutes of the meeting of 13 September 2022

The Board considered the minutes of the meeting of 13 September 2022 which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 13 September 2022.

2.1.5 Minutes of the meeting of 16 September 2022

The Board considered the minutes of the meeting of 16 September 2022 which had previously been circulated to members.

Decision The Board approved the minutes of the meeting of the 16 September 2022.

2.2 Actions and matters arising from previous meetings

The Board approved the updated action list which is attached as an appendix to these minutes.



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

2.3 Written decision: Appointment of a non-Board member to the Education, Training and Standards Committee

The Board noted the report on the decision of the Board of 18 August 2022 taken using the written procedure whereby the Board agreed to appoint non-Board member, Grainne Gaffney, to the Education, Training and Standards Committee for an initial term of office of three years from 18 August 2022.

Item 3 – President’s update

3.1 Events attended

International Council of Nurses (ICN): The 12th ICN Nurse Practitioner/Advanced Practice Nursing Network Conference took place in Dublin on 21-24 August 2022.

Council on Licensure, Enforcement and Regulation (CLEAR): Annual educational conference took place in Louisville, Kentucky – on 14-17 September 2022.

Upcoming events

Irish Association of Directors of Nursing and Midwifery (IADNAM): The President and CEO have been invited to attend the IADNAM President’s dinner and annual conference on 6 October 2022 in Carlow.

International Nurses Regulator Collaborative (INRC): NMBI is a member of this collaborative. The President, CEO and Director of Education, Policy and Standards will attend the annual meeting in London on 4-5 October 2022. This would be followed by a meeting with colleagues from the Nursing and Midwifery Council (NMC UK).

Chief Nursing Officer (CNO) annual conference: December (to be confirmed). This would usually be an all-Ireland conference with the CNOs of both jurisdictions, and was due to be held in Belfast, but the newly appointed CNO in Northern Ireland may not be in a position to host this year. It was hoped that the conference would go ahead in Dublin.

The President had moderated a session at the CLEAR conference on mental health and wellness amongst healthcare workers. The session was very well received and the President planned to invite the speaker, Abby Migliore, to present the session to the Board at the November meeting as it included perspectives not only from Ireland but also the US, Canada and Australia, and should be of interest to the Board.



The Board reminded members that voting in the Board election closed today at 12 noon and a timeline of the election had been uploaded to the Board brief.

Item 4 – CEO’s update

4.1 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 detailed in the report:

Statement of strategy 2023-2025: Public consultation was undertaken and 130 responses were received which was a good response.

Standards and requirements for graduate entry general nurses/nurse education: New proposals for these standards had been developed in consultation with education bodies. The unions had raised some concerns which would be addressed by the Education, Policy and Standards Department.

Overseas applications for registration: A backlog remained but a fulltime education assessor had been appointed and would begin in October which would help address the issue.

The CEO had been invited to join a panel with Professor Tom Collins to consider alternative pathways into higher education for underrepresented minority communities.

Item 5 – MyNMBI

5.1 Status update

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

Item 6 – Registration

6.1 Registration Committee update

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

Dr Healy drew the Board’s attention to the following:

English language requirements: The committee had approved amendments to the current requirements which would allow exemptions for any applicant that had undertaken an undergraduate programme, in line with the EU directive, where the theory and placement have been principally through English.



Compensation measure site submissions: St John of God’s Hospital (adaptation site) and RCSI (aptitude test) had been approved to provide compensation measures in the psychiatric nurse division.

Items 7 and 8 were considered after item 9.

Item 9 – Strategy

9.1 Statement of strategy 2023-2025 consultation report

Ms Manselli joined the meeting.

Ms Barrett advised the Board of the consultation process:

- Phase 1: Internal consultation
- Phase 2: Targeted consultation (face-to-face meetings)
- Phase 3: Broad public consultation – 130 responses received

Ms Manselli drew the Board’s attention to some of the findings following consultation:

- Retention of nurses and midwives is critical:
 - This would be addressed by an initiative of the Expert Review Body on Nursing and Midwifery. NMBI would be involved in projects arising from the recommendations of this body but was aware that these recommendations were on the outer edges of the remit of a regulator and NMBI would need to be careful to stay within its remit.
- Attracting new nursing and midwifery talent from overseas is key.
- Education of nurses and midwives needs to evolve.
- Models and settings of healthcare are changing.
- Work settings can be challenging.
- The role of NMBI is not always clear to its stakeholders.

Decision Following consideration of the draft findings, the Board agreed to approve the consultation report for publication.

Ms Manselli left the meeting.

Item 7 – Business, Strategy and Finance

7.1 Procurement

7.1.1 *Legal assessors*



The Board considered the briefing document and evaluation report which had previously been circulated to members. Following a procurement process, ten legal assessors were deemed eligible to act as legal assessors for NMBI for the forthcoming period.

Decision The Board agreed that the 10 legal assessors set out in the briefing document be selected to be on the panel.

The panel would be for two (2) years with the option to extend by two further periods of two years i.e. to a maximum period of six years.

7.1.2 *Procurement support*

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

7.1.3 *Visualisation project*

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

7.2 Finance, business plan

7.2.1 *Bank closures*

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

Decision The Board accepted the recommendation of the Business, Strategy and Finance Committee and agreed with the proposal as set out in the briefing document.

7.2.2 *Online banking user set-up and processing (bank mandates) - update*

The Board considered the online banking procedure which had previously been circulated to members.

The Board noted that the policy had been approved in November 2020 but that changes were now required to reflect changes to personnel.

Decision The Board accepted the recommendation of the Business, Strategy and Finance Committee and approved the proposed update to Appendix 2.

7.2.3 *Management accounts – June and July 2022*



The Board considered the management accounts for June and July 2022 which had previously been circulated to members.

Decision The Board accepted the recommendation of the Business, Strategy and Finance Committee and approved the management accounts for June and July 2022.

7.2.4 *End-of-year forecast*

The Board noted the end-of-year forecast which had previously been circulated to members. If members had any questions or comments in relation to the forecast, there were invited to contact the Finance Manager or the Head of Operations directly.

7.2.5 *Progress against the business plan 2022*

The committee noted the briefing note and spreadsheet which had previously been circulated to members and which set out the progress for the first half of 2022 and the key developments in Q2.

Ms Barrett drew the Board's attention to some items which had changed since the document had been considered by the Business, Strategy and Finance Committee on 12 September 2022:

Undertake major consultation and develop standards and requirements for pathways to registration: This was addressed in the CEO report and under item 10 on the agenda.

Publish education standards for specialist education programmes leading to annotation on the register (dependent on external factors): The Director of Registration would attend a conference on this in October and this action would be updated following his attendance.

Managing the Maintenance of Professional Competence (MMPC): Further work was needed.

Action A detailed update on the MMPC scheme to be brought to the Board in November.

7.2.6 *Business plan 2023*

The Board noted the briefing document which had previously been circulated to members and which set out an initial draft list of aims and strategic initiatives for inclusion in the 2023 business plan. These were divided into the 3 Ps of NMBI's draft statement of strategy 2023-2025 and also divided into ongoing and new initiatives.

7.3 Board and committees



7.3.1 *Schedule of meetings 2023*

The Board noted the board and committee meeting schedule for 2023.

7.3.2 *Board election 2022*

The Board noted the briefing document which had previously been circulated to members and which set out the timeline of communications to registrants and stakeholders for the Board election 2022.

7.4 Doctoral thesis

Board member, Denis Murphy, had undertaken a doctoral thesis titled ‘Public voices in the regulatory boardroom; explorations of the Irish nursing and midwifery lay majority regulatory board’. The Business, Strategy and Finance Committee had acted as management sponsor of the action research project Mr Murphy undertook as part of the research for his thesis.

Mr Murphy had presented the findings of this research to members of the Business, Strategy and Finance Committee, the Audit and Risk Committee, NMBI staff and Department of Health representatives at the last meeting of the Audit and Risk Committee on 8 June 2022. The presentation and reports presented to this group had been uploaded to the Board for noting.

Mr Murphy thanked members of the Board and NMBI staff for their support. The Board congratulated Mr Murphy on his work, which had produced interesting and insightful findings, and which could contribute to helping the induction process evolve and be more supportive to new members.

Item 8 – Audit and Risk

8.1 Corporate risk register

The Board considered the corporate risk register and briefing paper which had previously been circulated to members.

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

Item 10 – Education, Policy and Standards (Nursing)

10.1 Site inspection reports

10.1.1 *Letterkenny Institute of Technology (Atlantic Technological University, Donegal)*



Dr Kavanagh McBride declared a conflict of interest and left the meeting.

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

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 Letterkenny Institute of Technology (Atlantic Technological University, Donegal), and associated healthcare provider sites be approved to provide programmes leading to registration (RGN, RNID, RPN) 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 Letterkenny Institute of Technology (Atlantic Technological University, Donegal), whichever was soonest.

Dr Kavanagh McBride returned to the meeting.

10.1.1 *University College Cork*

Mr Glynn declared a conflict of interest and left the meeting.

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

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 Cork, and associated healthcare provider sites be approved to provide programmes leading to registration (RGN, RCN, RNID, RPN, RM, RPHN, RNP, RANP) 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 Cork, whichever was soonest.

Mr Glynn returned to the meeting.

10.2 Post-registration courses not leading to registration – approval and reapproval

10.2.1 *Munster Technological University*

The Board considered the briefing documents in relation to the following programme which had previously been circulated to members:

- Certificate in Inflammatory Bowel Disease



The Board noted that this programme had been considered by the Education, Training and Standards Committee at its meeting of 8 September 2022 and was recommended for approval.

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.

10.2.2 *University College Cork*

The Board considered the briefing documents in relation to the following programme which had previously been circulated to members:

- Level 9 Special Purpose Award - Effective Communication in Healthcare (5 credits)

The Board noted that this programme had been considered by the Education, Training and Standards Committee at its meeting of 8 September 2022 and was recommended for approval.

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.

10.2.3 *University College Dublin*

The Board considered the briefing documents in relation to the following programme which had previously been circulated to members:

- Graduate Diploma in Primary Care Nursing Practice

The Board noted that this programme had been considered by the Education, Training and Standards Committee at its meeting of 8 September 2022 and was recommended for approval.

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.

10.2.4 *Dundalk Institute of Technology*

The Board considered the briefing documents in relation to the following programme which had previously been circulated to members:



- Level 8 Special Purpose Award - Certificate in Contemporary Palliative Care Practice

The Board noted that this programme had been considered by the Education, Training and Standards Committee at its meeting of 8 September 2022 and was recommended for approval.

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.

10.2.5 *University of Limerick*

The Board considered the briefing documents in relation to the following programme which had previously been circulated to members:

- MSc in Respiratory Care

The Board noted that this programme had been considered by the Education, Training and Standards Committee at its meeting of 8 September 2022 and was recommended for approval.

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.

10.3 Updates

10.3.1 *Summer Series – report on findings*

The Board noted the report on the review of the Summer Series which had previously been circulated to members.

Action A list of actions arising from the events to be brought to the Board at its meeting in November 2022.

10.3.2 *NMBI approved education body annual reports 2020/2021*

As part of the process outlined in the NMBI *Policy for Programme Approval and Monitoring (2022) (1st ed)*, education bodies are required to provide the Board with an annual report. The reports are jointly prepared by the education body and their associated health care providers, in relation to ongoing compliance of their programmes with the relevant standards and requirements.



The Board noted the summary report on the annual reports received which had previously been circulated to members.

10.3.3 *Public health nursing standards and requirements*

In June 2022 NMBI commenced a review of the standards and requirements for the public health nursing programme.

The Board noted the briefing document which had previously been circulated to members and which set out the actions completed to date and the plan for the future. It was expected that the project would be completed in Q1 2023.

10.3.4 *Fundamental review of undergraduate nursing and midwifery education standards*

In March 2022 the Department of Health had published the Report of the Expert Review Body on Nursing and Midwifery (2022). NMBI had begun a full-scale review of the undergraduate nursing and midwifery programmes which would address certain recommendations made in the report.

The Board considered the briefing document which had previously been circulated to members and which set out the recommendations which NMBI would address, the actions taken so far and the next steps.

10.3.5 *Graduate entry and post-registration general nursing programme standards and requirements*

The Board noted the two draft documents which had previously been circulated to members.

The Board noted that this had been addressed in the CEO's report and in the update on progress against the 2022 business plan.

Item 11 – Professional standards – midwifery

11.1 The Board considered the briefing document and draft *Midwife Registration Education Post - RGN Programme Standards and Requirements (fifth edition)* which had previously been circulated to members.

The Board noted that this draft had been considered by the Education, Training and Standards Committee at its meeting in May 2022 but had not yet been considered by the Midwives Committee.

Action Further consideration of the document to be deferred until it had been brought to the Midwives Committee for consideration.



Item 12 – Fitness to practise

12.1 Section 65 procedures

The Board considered the briefing document and revised draft procedures which had previously been circulated to members. The revised procedures would underpin the process whereby undertakings were accepted by an Inquiry Subcommittee in accordance with section 65 of the Act.

Two versions of the procedures were before the Board:

- Section 65 procedures for complaints received before 1 August 2021
- Section 65 procedures for complaints received on or after 1 August 2021

Decision The Board approved the revised procedures for accepting undertakings under section 65 of the Nurses and Midwives Act 2011 as amended.

12.2 Reports

12.2.1 ***Section 44 orders/undertakings***

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

12.2.2 ***Section 58 orders/undertakings***

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

12.2.3 ***Conditions report***

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

12.2.4 ***Undertakings report***

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

12.2.5 ***High Court, Court of Appeal and Supreme Court cases***

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

Action The Director of Fitness to Practise and the Director of Education, Policy and Standards had considered developing a course on ethics which focussed on the principles set out in the *Code of Professional Conduct and Ethics for Registered Nurses and Registered Midwives* if such a course was not available. It appeared that such a course was available within the health service but was not currently



being run. Mr O’Leary would follow up on this and update the Board at its meeting in November.

12.3 Profile of Fitness to Practise Committee (FTPC) membership

The Board noted the report which had previously been circulated to members and which set out the profile of current members of the FTPC.

Item 13 – Any other business

13.1 Planning permission

Ms Barrett advised the Board that the owners of the building next door to NMBI offices had applied for planning permission for a material change of use.

There being no further matters for consideration the meeting ended at 11.30hrs.

Item 14 – Board *in camera* session

14.1 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 *in camera* session.

Signed:

**Essene Cassidy
President**

Date:
