

**Minutes of Meeting of the Taskforce on Staffing and Skill Mix for Nursing – Phase II**  
**22 November 2017, Conference Room 941, Department of Health 2 pm**

<b>Meeting called by:</b>	Dr Siobhan O'Halloran (SOH)	<b>Type of meeting:</b> Taskforce on Staffing and Skill Mix for Nursing – Phase II
<b>Attendees:</b>	Dr Siobhan O'Halloran (SOH), Dr Philippa Ryan Withero (PRW), Ms Sinead Lardner (SL), Ms Mary Wynne (MW), Mr John McCamley (JMC), Prof Jonathan Drennan (JD), Ms Susanna Byrne (SB), Ms Fiona McDaid (FMD), Mr Tony O'Brien (TOB), Ms Karolina Farrell (KF)	
<b>Presenters:</b>	Dr Philippa Ryan Withero (PRW)	
<b>Teleconference:</b>		
<b>Apologies:</b>	Mr Richard Walsh, Prof Anne Scott, Mr Gary Gourtney, Mr Jamie Logan, Ms Edna Hoare, Ms Catherine Farrell	
<b>Purpose of the Meeting:</b>	Phase II Emergency Care Settings Taskforce Steering Group Meeting	
<b>Agenda Item</b>	<b>Whom</b>	<b>Discussion</b>
Welcome	SOH	SOH welcomed those attending this meeting and those who joined the meeting by teleconference. Apologies were noted.
Review of draft minutes	SOH + Group	The minutes from the last meeting (17 October 2017) were adopted.
Update on Draft Framework	PRW + Group	<p>PRW presented an updated version of the Draft Assumptions for the group's review.</p> <p>Assumption 1: JD signaled the need to differentiate between emergency settings and acute setting throughout the document. SOH agreed, noting that some fragments of the document apply only to the emergency settings.</p> <p>Assumption 2: It was agreed that the new model of care for children, which is currently being prepared by the HSE should be acknowledged. SOH stressed the importance of aligning the project with the Children First campaign. It was also agreed that the 80/20 model of grade mix will be subject to review following project evaluation. The definition of tipping points was also discussed.</p> <p>Other, minor changes in the text were accepted.</p> <p>JD provided an update regarding the pre-testing of data collection tools. He advised that both tools will be tested in Drogheda (subject to confirmation) over a number of weeks. PRW advised that 3 sites, including both adult and children wards, were selected. She added that the pre-test will be taking place over the first quarter of 2018.</p> <p>SL advised that the Department will circulate a clean copy of the feedback collected by JD among the members of the Group in advance of the next meeting.</p>
Date of next meeting	Group	It was agreed that the next meeting will take place on the 19 <sup>th</sup> December 2017.
<b>Item</b>	<b>Assigned to</b>	