

McCrorry, Jayne

From: Fee, Lynn [REDACTED]
Sent: 07 January 2013 09:15
To: Fodey, Kathryn
Cc: Rice, Francis
Subject: FW: IN FRANCIS' ABSENCE: Education strategy group (hypopnatraemia)
Attachments: Education strategy group; Competency Framework (Nurses) - For the Prescription Administration Monitoring and review of Intravenous Fluids for Children and Young People.doc

Importance: High

Morning Kathy,

Following our conversation on Friday, please find attached Southern Trust's competency framework for registered nurses in relation to hyponatraemia.

I have been informed that this has been shared regionally through the group led by Mary McIlroy at PHA. It is my understanding that this group has been tasked (by CMO?) with developing a regional competency tool.

Kind regards,

Lynn

Lynn Fee,
Assistant Director of Nursing: Workforce Development & Training,
Ferndale House, Bannvale,
10 Moyallen Road, Gilford, BT63 5JX.
Office: [REDACTED]
Mobile [REDACTED]
Email: [lynn.fee@\[REDACTED\]](mailto:lynn.fee@[REDACTED])

From: Griffin, Tracy **On Behalf Of** Rice, Francis
Sent: 03 January 2013 14:49
To: Fee, Lynn
Cc: McShane, Wendy
Subject: IN FRANCIS' ABSENCE: Education strategy group
Importance: High

Lynn

Please see emails below and the last page of the minutes on the attachment – Kathy would like you to ring her to discuss.

Regards,

T

Mrs Tracy Griffin
Personal Assistant to
MR FRANCIS RICE
Director of Mental Health & Disability Services /
Executive Director of Nursing & AHPs



From: Fodey, Kathryn [REDACTED]
Sent: 03 January 2013 14:43

To: Rice, Francis
Subject: RE: Education strategy group

yes - please do and tell her to ring me and we can discuss

Kathy Fodey
Nursing Officer

From: Griffin, Tracy [REDACTED] **On Behalf Of** Rice, Francis
Sent: 03 January 2013 14:29
To: Fodey, Kathryn
Subject: RE: Education strategy group
Importance: High

Kathy

Francis is still off – do you want me to forward this to Lynn Fee, Assistant Director of Nursing, Workforce Development and Training? (Lynn replaced Glynis Henry).

Regards,
T

Mrs Tracy Griffin
Personal Assistant to
MR FRANCIS RICE
Director of Mental Health & Disability Services /
Executive Director of Nursing & AHPs



From: Fodey, Kathryn [REDACTED]
Sent: 03 January 2013 10:30
To: Rice, Francis
Cc: McLernon, Angela; Boreland, Zoe
Subject: Education strategy group

Morning Francis - For your information, we (DHSSPS) have been asked to search for and provide further evidence to the Hyponatraemia inquiry in relation to 'Hyponatraemia' and 'record keeping'. Within the minutes of Education Strategy Group, in November 2010 there was mention of a competency tool in Southern Trust.

Kathy Fodey
Nursing Officer

**Education, Regulation & Workforce
Nursing and Midwifery Directorate
DHSSPS**

Tel: [REDACTED]

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Southern Health
and Social Care Trust

**COMPETENCY FRAMEWORK
FOR THE
PRESCRIPTION, ADMINISTRATION,
MONITORING AND REVIEW OF
INTRAVENOUS FLUIDS FOR CHILDREN
AND YOUNG PEOPLE**



Competency Framework

Competency Statement: To ensure that all registered nurses are aware of their responsibilities and apply the recommended clinical procedures in relation to the prescription, administration, monitoring and review of intravenous fluids for children and young people to their practice.

Prior to completion the nurse MUST:

1. Attend a Hyponatraemia Training session delivered by the Beeches Management Centre Nursing and Midwifery Education Department (BMC).
2. Read the SHSCT Paediatric Infusion Policy (Nov 2009)
3. Refer to the evidence supporting practice in the accompanying reference list:

Guidance for completion

1. The Competency framework must be completed by all participants within 12 weeks of completing the Hyponatraemia Training at the BMC and following subsequent update sessions.
2. It is the responsibility of the Ward Sister/charge nurse to perform/delegate to an appropriate clinical sister or staff nurse/midwife the completion of competency frameworks.
3. Participants must answer ALL questions successfully.
4. The following process **MUST** be followed if participants do not achieve 100%
Action plan must be formulated to:
 - o Identify deficits
 - o Address deficits within an agreed timeframe.
 - o Ensure participants attend Hyponatraemia training within an agreed timeframe.
 - o Ensure participants are supervised in the management of intravenous infusions in children and young people until the competency framework is successfully completed.
5. The completed competency frameworks must be held in staff member's personal file.
6. Ward managers must ensure that they maintain an up to date record of all staff who have attended hyponatraemia training and subsequent updates



5. the sodium level that triggers a serious adverse incident		
6. The two other conditions classified as medical emergencies when dealing with children and young people who are in receipt of IV fluids		
7. What must the nurse do prior to erecting IV fluids on a child or young persons?		
8. What specific monitoring and observations should be carried out on all children and young people when receiving Intravenous fluids?		

Name of nurse/midwife

Name of Assessor

**Date nurse completed theory at Beeches Management
Centre Nursing and Midwifery Education Department.**

Date assessment completed

Reference List:

1. DHSSPS Paediatric Parenteral Fluid Therapy (1month – 16years) Initial Management Guidelines September 2007
2. Nursing and Midwifery Council (2007) NMC Record Keeping Guidance. London, NMC.
3. Nursing and Midwifery Council (2008), The Code Standards of Conduct,
4. Performance and Ethics for Nurses and Midwives, London, NMC.
5. Nursing and Midwifery Council (2008), Standards for Medicines Management, London, NMC.
6. Royal Marsden 2008 Hospital Manual of Clinical Nursing Procedures 7TH Edition, Wiley-Blackwell
7. Southern Health and Social Care Trust, 2008, Medicines Management Policy.
8. Southern Health and Social Care Trust, 2008, Medicines Management Code,