Action points from the 17th Meeting of the Paediatric Nursing Associations of Europe

1. *Update of Children’s Nursing in Slovenia*
   - Examples of protocols and guidelines on the above to be gathered and emailed to PNAE membership - FS

2. *Written update for websites*
   - Check website and locate missing information – FS/FY

3. *Links with ESPNIC & Competency Framework development*
   - Seek update from new president of ESPNIC prior to next PNAE meeting – FS
   - New president’s name and contact details to be sent to FS - IHD
   - Write to new president - FS

4. *PNAE/ESPNIC conference October 2010 Copenhagen*
   - New president’s name and contact details to be sent to FS - IHD
   - Write to new president of ESPNIC to advise of decision - FS

5. *Feedback from president of EPA re potential future PNAE stream within EPA conferences*
   - Contact Turkish Paediatric Association about the 2 day paediatric nursing congress in December - FS/KP
   - Meet with AC in London to discuss collaboration with EPA and establishment of constitution – FS
   - Meet with conference organisers to take forward organisation of the 2 day paediatric nursing congress in December 2011 – KP/VM

6. *Identify current President of FePI for PNAE to communicate*
   - Write to new president of FePi to make links and add to PAB to receive PNAE annual newsletter update - FS

7. *Information about education funding sources*
   - Check if social fund available in other countries – all
   - Check with EFN about Social Education Fund - FS

8. *Position statement to specify specific recruitment, selection and training for support roles within neonatal and paediatric areas*
   - Develop survey questionnaire to gather information - FS

9. *Patient Safety medication error*
   - Comments on the draft position statement to be sent to KP – all
   - Rank the top five factors affecting medication errors and the top five mechanisms to reduce medication errors – all

10. *Nurse Education re-survey*
    - Follow-up remaining non responses - FS
    - Review PNAE education position statement at a future meeting once work complete – all
    - Draft letter about paediatric nurse education which associations can translate to send to their health ministry, chief nurse as appropriate to their country once work completed – FS

11. *Regulation and re-validation survey*
    - Re-circulate survey and follow up to acquire missing responses – FS
12. **Code of ethics for paediatrics**
   - Comments on draft statement to be sent to KP – **all**
   - Background documents from KP to be circulated on request - **all**

13. **Care of children with complex health needs, palliative care and end of life care**
   - Information and website links from the UK to be circulated – **FS**
   - Send link and information about e-learning developments in due course - **FS**

14. **Child Friendly Health Care**
   - FS to keep PNAE update on development and progress - **FS**

   - Respond to FINE survey and EU consultation document - **All**

16. **Any other business**
   - Send copy of NPSA statement about nasogastric tube checking of position to CvH – **FS**
   - PNAE powerpoint presentation to be developed and circulated to members - **FS**

17. **Future meeting dates/venues**
    - email PNAE representatives with suggested dates for PNAE meeting in Germany 2012 - **FS**