Action points from the 19th Meeting of the Paediatric Nursing Associations of Europe

1. **Written update for websites not all countries have yet advised of information required**
   - Each country to email FS the name and email address for the key contact to be placed on the website
   - **Please note: all countries need to do the above asap**
   - Key contacts and weblinks to be placed on PNAE website when received – FS
   - Email contact list to be amended in light of the above - FS
   - Key contact to cascade information, agenda’s and papers within their own country/Association as required – All

2. **Links with ESPNIC & Competency Framework development**
   - Revise document in light of feedback received, replace version on website and circulate amended version to PNAE members - FS

3. **2 day PNAE congress as part of Europaediatrics/RCPCH conference**
   - Finalise agreement with conference organisers - FS
   - Set up Scientific Committee and Local Organising Committee – FS
   - Keep PNAE members updated on progress and discussions – FS
   - Identify lead paediatrician for Europaediatrics 2015 in Rome and advise OG - FS

4. **Nurse Education re-survey**
   - Circulate Pdf of article for information in due course – FS

5. **Patient Safety medication error**
   - Final amendments to be made before being placed on website – FS
   - Final version to be circulated to PNAE members with covering letter – FS
   - Representatives to translate and disseminate to key organisations and individuals – All

6. **Regulation and re-validation survey**
   - Send amendments required to the collated document to FS by 6th April 2012 after which the collated document would be finalised and placed on the PNAE website - IHD and AMB
   - Final amendments to be made to position statement before being placed on website – FS
   - Final position statement to be circulated to PNAE members with covering letter – FS
   - Representatives to translate and disseminate to key organisations and individuals – All

7. **Code of ethics for paediatrics**
   - Final amendments to be made before being placed on website – FS
   - Final version to be circulated to PNAE members with covering letter – FS
   - Representatives to translate and disseminate to key organisations and individuals – All

8. **Position statement to specify specific recruitment, selection and training for support roles within neonatal and paediatric areas**
   - Present findings at the next meeting in November 2012 - FS

9. **Draft constitution for PNAE**
   - Item to be placed on agenda for meeting in Amsterdam for further discussion – FS
10. **Pan Europe Infection Control Nurses network**
   - Write to raise issues formally with EUNETIPS and to explore potential collaborative working, highlighting good examples such as work undertaken in respect of milk kitchen in Leuven, Belgium - **FS**

11. **Centralisation of specialist children’s services**
   - survey to be drafted for discussion at the next meeting – **CvH**
   - place on agenda for next meeting - **FS**

12. **Family presence in paediatric and neonatal areas**
   - draft definitions paper to be prepared for discussion at the next meeting – **OG**
   - place on agenda for next meeting - **FS**

13. **Family paediatric nurse**
   - place on agenda for next meeting – **FS**

14. **Future meeting dates/venues and locations**
   - Hosts sought for future meetings - **Please advise FS if you are interested in hosting a meeting - all**