**Advanced Practice (Nursing)** **(Department of Health Demonstrator Project)**

**(xxx) Hospital Group/ CHO Area**

**Local Implementation Group**

**Terms of Reference**

**Introduction**

The *Policy for Graduate, Specialist and Advanced Nursing and Midwifery Practice Consultation Paper, Office of the Chief Nurse,* (DoH, 2017) proposes creating a framework for advanced practice (nursing) capable of developing a critical mass of Registered Advanced Nurse Practitioners (RANPs) to address emerging and future service needs, including driving integration between services. It includes an implementation phase delivered through demonstrator sites that support the development of RANP roles to meet service need.

Support at local level is required to facilitate the development of candidate Advanced Nurse Practitioners (cANP’s) as they progress to become Registered Advanced Nurse Practitioners (RANPs) in the areas of chronic disease management, older persons care and unscheduled care. In achieving specific competences the cANP develops his/her capabilities to extend his/her practice in line with service needs and evidence based competencies.

**Overview of the xxx Hospital Group/CHO Area Local Implementation Group (Local Implementation Group - LIG)**

The xxx Hospital Group / CHO LIG support the Department of Health demonstrator project by finding collaborative solutions to emerging challenges. Each demonstrator site within the group establishes its own hospital LIG responsible for local planning and day-to-day implementation, operation and oversight of the relevant demonstrator site. The support of each individual hospital LIG is critical in order to facilitate the implementation of the demonstrator project in full, within the given timeframe, and to meet the requirements of the Department of Health policy. Issues that arise at local level should be reported back to the xxxHospital Group/CHO LIG through the chair.

The chair of the xxxHospital Group / CHO LIG is the Group Chief Director of Nursing and Midwifery. Implementation of all elements and phases of the demonstrator site project will be communicated from the Department of Health through the chair of the xxx Hospital Group/CHO LIG. The chair will report progress to the Chief Director of Nursing representative on the National Steering Committee at the Department of Health.

**Aims of the** xxx **Hospital Group Local Implementation Group**

The main aims of the xxx Hospital Group/ CHO LIG are to:

* Facilitate, enable and drive the development and integration of candidate Advanced Nurse Practitioner(s) (cANP’s) within the xxx Hospital Group/ CHO
* Support candidate ANPs in meeting the NMBI criteria for registration as an Advanced Nurse Practitioner, as set out in the *Advanced Practice (Nursing) Standards and Requirements* (NMBI, 2017)
* Develop a formal memorandum of understanding between {insert the name of the relevantHEI} and xxx Hospital Group/ CHO in line with NMBI *Advanced Practice (Nursing) Standards and Requirements* (NMBI, 2017).

**Objectives of the xxx Hospital Group/ CHO LIG**

The objectives are as follows:

* Agree the arrangements for governance of planning, implementation, operation and monitoring of the projects across the hospital group / CHO
* Co-ordinate, plan, implement and monitor the care pathways at community and hospital level, as relevant
* Monitor alignment with National Clinical and Integrated Care Programmes
* Ensure compliance with *Advanced Practice (Nursing) Standards and Requirements* (NMBI, 2017).
* Report progress to the National Steering Committee
* Identify and mitigate or escalate risks as appropriate.

**Roles and Responsibilities of the xxx Hospital Group / CHO LIG**

The roles and responsibilities are as follows:

* Provide a forum to discuss progress from each hospital and to share what’s working well and/or issues that are emerging that need addressing such as financial, human resources, information technology, or other considerations
* Ensure structures are in place to support the candidate ANPs in achieving professional development and clinical competences required to meet NMBI Criteria for Registration
* Ensure appropriate hospital and {insert **HEI**} support is available for clinical supervisors who provide clinical supervision to candidate ANPs
* Devise a memorandum of understanding between {insert the name of the **HEI**} and the **XXX** Hospital Group / CHO
* Support the establishment of governance arrangements across care settings for example service level agreements to support care pathways at community and hospital level for the demonstrator hospitals/CHO, as required
* Consider emerging and future service needs, including integration between services
* Support the department of health draft *Policy for Graduate, Specialist and Advanced Nursing and Midwifery Practice*, including the evaluation process.

**Membership of the XXX Hospital Group LIG**

The ONMSD project lead and the Department of Health project lead will provide support to the **XXX** Hospital Group LIG,as required. Support will also be available from the NMPDUs {insert}, and the national clinical and integrated care programmes.

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| **Suggested membership of the xxx Hospital Group / CHO LIG may include the following** |
| * Director of Nursing / Director Public Health Nursing |
| * Chief Executive Officer of Health Care Provider or nominee |
| * National Clinical and Integrated Care Programme representatives |
| * Community Health Organisation representative |
| * Finance/HR/ICT Director or nominee or other(s) * (as applicable) |
| * Quality/Safety/Risk/Clinical Audit Manager |
| * Senior Nurse Managers for each of the relevant clinical areas (CNMs/PHNs) |
| * ADON / ADPHN / nominated site lead |
| * Nurse Practice Development (if available) |
| * Local nursing staff association representatives |
| * Candidate ANP(s) (xxx) |
| * Registered Advanced Nurse Practitioner (if available) |
| * Consultant(s)/ Clinical Lead |
| * Patient / Service User representative |
| * Nursing and Midwifery Planning & Development Officer |
| * HEI /Academic Partner representative |
| * Health and Social Care representatives (as appropriate) |
| * Pharmacy / Radiology/ Laboratory representative (as required) |
| * Patient / Service User / Public Interest representatives as appropriate |
| * Administration Support |
| * Representatives from other areas may be invited as required |

**Accountability**

The Local Implementation Group is operationally accountable to the Chief Director of Nursing and Midwifery**.** National issues or concerns will be escalated to the National Steering Committee.

**Chairperson**

The Chairperson will be the Chief Director of Nursing and Midwifery.

**Frequency and Duration of Meetings**

The xxx Hospital Group LIG will meet monthly initially

**Quorum:**

{Adapt as relevant to the xxx Group / CHO Area}

**Minutes and Agenda of Meetings**

The agenda and minutes of previous meeting will be sent out one week in advance of the scheduled meeting and accompanied by any supporting documentation.

**Administrative Support**

Administrative support should be available to the Local Implementation Group as required.

**Term**

The Advanced Practice (Nursing) Health Care Providers’ Local Implementation Group Terms of Reference (TOR) is effective from the establishment of the group and will be ongoing until terminated by agreement between the parties.

**Approved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Chairperson of the Advanced Practice (Nursing) Health Care Providers’ Hospital Group/CHO Local Implementation Group**

**References**

Department of Health (2017) *Developing a Policy for Graduate, Specialist and Advanced Nursing and Midwifery Practice Consultation Paper,* Dublin: Office of the Chief Nursing Officer, Department of Health.

Nursing and Midwifery Board of Ireland (2017) *Advanced Practice (Nursing) Standards and Requirements,* Dublin: Nursing and Midwifery Board of Ireland.