

Terms of Reference Health Workforce (HW) Advisory Group

Purpose

To provide advice to CCDHB Nursing and Midwifery Leadership (NAML) to support robust and transparent processes regarding the use of Health Workforce (HW) funded postgraduate programmes and how they align to work across the Health System.

Objectives

The Nursing HWAG will advise:

- And monitor utilisation of funding, numbers of applications and whether successful or not, completion of qualifications for Nursing Entry to Practice (NETP) programme, Postgraduate programmes and Cultural Support
- On programme and funding strategic alignment with Ministry of Health Workforce Strategy and Priorities, the Health System Plan (2030) and the Nursing and Midwifery Priority Goals and Objectives (2019-2023)
- Liaise and discuss with NAML regarding education and training responsive to the strategies and priorities for the upcoming calendar year based on the Health Priorities to support the workforce pipeline
- On a robust and transparent process for funding and programme development that aligns with HW funding
- And collaborate to ensure equity of access across the sector for the workforce that supports the Nursing and Midwifery Priority Goals and Objectives
- Nationally on workforce matters

Membership¹

HHS	Primary, ARC, NGO	Tertiary Education Provider
Chief Nursing Officer Director of Nursing, Primary & Community Director of Nursing, MHAIDS Associate Director of Nursing, Workforce Development Associate Director of Nursing, Practice Development Nurse Consultant, Strategic Workforce Data & Funding Administrator HW recipient Maori or Pacific Workforce Development	Primary HW recipient Tu Ora Clinical Services Manager Ora Toa Clinical Services Manager Cosine Clinical Services Manager Aged & Residential Care Clinical Services Manager NGO representative	Whitireia NZ Massey University Victoria University Otago University

¹ HW 1/B57: HW Postgraduate Nursing Training Specification state that an advisory group(s) is established to support the programme and will include representation from trainees, clinical supervisors, clinical service areas, employers and education providers

Accountability

The HWAG is professionally accountable to the Chief Nursing Officer.

Convenor & Chair

Chief Nursing Officer

Administrative Support

The CNO Data and Funding Support role will provide administrative support.

Quorum

A quorum for a meeting shall comprise of at least 50% of the members.

Meetings

Twice per year - March and September

Venue: CCDHB with Zoom ability

Agenda

Agenda items will be called for before the meeting and an agenda and any additional material will be circulated 2 days prior by the administrator.

Minutes

Members will receive minutes from the administrator within two weeks of each meeting.

Authorised by

The Chair: _____, Chief Nursing Officer

Nursing & Midwifery Priority Goals & Objectives 2018-2023 (Nehi me Nehi Whanau Whaingā Matua 2019-2023)

Each high priority goal and associated objectives will have activities and work plan across the integrated health system

GOALS	OBJECTIVES
People experience	<ul style="list-style-type: none"> Advance the quality and safety of every healthcare experience Enable a responsive, accessible health system with engaged users Ensure consumer satisfaction and people/whānau led well being
Population Health	<ul style="list-style-type: none"> Improve health and equity for Māori & Pacific Peoples and harder to reach populations Invest in supporting healthy communities Focus on prenatal, maternal, child, youth, older adults and mental health wellbeing
Workforce	<ul style="list-style-type: none"> Develop nursing & midwifery workforce strategy, frameworks, & plans to optimise workforce capability¹ Attain Māori & Pacific Peoples representation in all workforces (15% Māori, 10% Pacific Peoples) Foster healthy, safe work environments with culture that sustains & retains workforce Strengthen leadership development with a focus on Māori & Pacific Peoples, & interdisciplinary collaboration Cultivate skill and scope development, expanded practice, skill sharing (EN; RM; RN; RN prescribing; Nurse Practitioner) and research Progress well supported undergraduate and new entrants into workforce²
Living within our means	<ul style="list-style-type: none"> Strengthen preventative health care and self-care/management Lead use of smart systems in health care³ Develop models of care that support hospital avoidance & shorter safer hospital journey Integrate health systems that support simplified and intensified services designed for service users Deliver care that is closer to home, in localities, through community health and support networks

¹ HCA, EN, RN, RM

² CLE, DEU, PDRP, QLP, CD systems

³ TrendCare/CCDM/mobile devices/integrated e-records/ secure messaging/data/Apps