Recommendation: Developing the maternity support workforce	Action Planned/Delivered	Timescales	Progress	Responsible person	Monitoring Arrangements	Task & Finish Group	Evidence
	Baseline Financial Assessment	01/09/2023	Completed	HOM and finance partners			
Review the skill mix of band 2 HCAs and band 3 MCAs within the obstetric unit	Review actual requirment across	01/09/2023	Completed	HOM / DHOM	Service Group Monthy	N/A	
	the unit Agree and set templates within				Roster Scrutiny		
	current financial envelope	31/11/23	Completed	HOM and finance partners			
	Baseline Financial Assessment	01/09/2023	Completed	HOM and finance partners			
Review MCA requirement to provide 24 hour provision on the postnatal ward and 24 hour support on	Review actual requirment across	01/09/2023	Completed	HOM / DHOM	Service Group Monthy	Unregistered Workforce plan	
the Labour ward.	the unit Review as part of workforce				Roster Scrutiny	workgroup	
	planning group, not currenity	15/03/2024	In progress	HOM and finance partners			
	Baseline Financial Assessment	01/09/2023	Completed	HOM and finance partners			Completed - Management Board papers approved March 23 and May 23
Review the skill mix in community to increase MCAs to improve overall workforce capacity.	Review actual requirment across	01/09/2023	Completed	HOM / DHOM	Service Group Monthy	Unregistered Workforce plan	and may 25
	the unit				Roster Scrutiny	workgroup	
	Agree and set templates	15/03/2024	In progress	HOM and finance partners			Job Description reviewed in line with Nation Job Profiles and
	review and update Job Description	23/04/2023	Completed	Group Nurse Director and HOM			job matched
Review the band 2 HCA job description and better define the role in maternity care	Include JD into OCP	23/05/2023	Completed	Group Nurse Director and HOM			
	Part of worlds an also in a second	15/03/2024		Group Nurse Director and		Unregisterd Workforce Plan	
	Part of workforce planning group	15/03/2024	In progress	HOM		workgroup	OCP - Ward Band 2 HCAs inclueded in consultation
Review the role of the HCA in obstetric theatres and consider the supply of the role from suitably	Workforce planning group	15/03/2024	In progress	DHOM		Unregisterd Workforce Plan	
trained theatre assistants						workgroup	Shadowng of role by Workforce Transformation Midwife
	Band 3 Competency Framework agreed	31/05/2023	Completed	Workforce Transformation Midwife			Competency Booklet developed for Band 3 MCAs
Develop a competency framework for band 2 HCAs and band 3 MCAs in maternity care	Band 2 Competency Framework to	23/05/2023	Completed	Workforce Transformation			
	be agreed and implemented			Midwife			May 23 cohort progressing HECert
Develop a rolling programme of recruitment and training – Year 1 source a cohort of at least 10 trainee MCAs to pursue the HE Cert in Maternity care with Swansea University commencing May 2023 – Sept	Advertised, appoint and enrol	23/03/2023	Completed	HOM and Workforce			may 25 collor: progressing receit
2024.	MCA's	23/03/2023	Completed	Transformation Midwife			
						Unregistered	
Develop a Level 3 vocational training programme for maternity care with Agored Cymru for future MCA development.	Explore in house options	15/03/2024	In progress	DHOM		Workforce plan workgroup	Workforcee Transformation Midwife to engage with Agored: Meeting with HCSW training lead (SN)
	Recruit into transformation						
Focus the role of the Workforce Transformation Midwife to develop transformation plans to enable community midwifery to delegate aspects of postnatal care to MCAs. This will require the development	Recruit into transformation midwife post	28/02/2023	Completed	HOM			
of knowledge, skills and cultural change within teams.	Identify workstreams for	23/04/2023	Completed	Group Nurse Director and			
	postholder to lead on			HOM Workforce Transformation			
Ensure midwives are familiar with the All Wales Delegation Framework and competency frameworks	Delegation workshops to be held	15/03/2024	In progress	Midwife			
Ensure midwives are familiar with the All Wales Delegation Framework and competency frameworks for MCAs and HCAs in maternity care.	Publicise All Wales Framework	15/03/2024	In progress	Workforce Transformation Midwife			
	ID double and and a strength	14/44/00000	-				
Consider the appointment of a dedicated Practice Educator to work alongside teams to support training and competency development of new and existing MCA's and ensure success of the investment	JD developed and advert live	14/11/2023	Completed	HOM			Interview date confirmed 14/11/23
	Advertise and recruit into role on a						
	temporary basis	23/02/2023	Completed	Service Manager			
Evaluate the impact of the role of Burleon Support management of the stress of the stress of	Ensure postholder has adequate						Post holder not currently in work, Division to review when a
Evaluate the impact of the role of Business Support manager on the release of clinical midwifery leadership ime	training to undertake the role	15/03/2024	In Progress	Service Manager			RTW date confirmed. If likely to be longer term contingency will be considered
	Develop new Business case after 6 months in post to establish impact	22/02/2024	Completed	Service Manager			Post holder not currently in work, Division to review when a RTW date confirmed. If likely to be longer term contingency
				Deputy HOM and			will be considered
Review service requirements for phlebotomy and clerical roles and evaluate the value on workforce capacity by releasing midwifery time	Review requirements within Maternity Services	31/05/2023	Completed	Workforce Transformation			DHOM will undertake review and feedback to Board, meeting to be arranged W/C 30/10/23
	Action Planned/Delivered	Timescales		Midwife	Monitoring	Task & Finish	to be arranged w/C 30/10/23
Recommendation: Maximising productivity through technological solutions	Action Planned/ Delivered	Timescales	Progress	Responsible person	Arrangements	Group	Designed and readly for communication, training and
Develop a health board digital solution for women to register new pregnancies online.	Implement solution	30/11/2023	Completed	Community Matron			implementation. Presented to Management Board October
				HOM and Community			23. System goes live 1/11/23 Option within eScheudling software further meeting
Review the lone working policy for community midwives and explore technological solutions. Ensure effective scrutiny and performance management of new roster templates within the obstetric	Dovetail into recommentation 25	23/08/2023 31/11/23	Completed	Matron			November 6 2023 SMeeting to be arranged with E-roster lead
unit.	Set new roster templated Embedding roster scrutiny	31/11/23	Completed	GND / HOM Deputy HOM			Monthly Service Group Roster Scrutiny
	Appoint digital midwife		Completed	HOM			Start date confirmed
	Work with Digital Team / Digital						
Explore digital solutions for a range of paper and spreadsheet based processes together with eliminating duplicative and triplicate forms.	Work with Digital Team / Digital plan to explore digital solutions	15/03/2024	In progress	Maternity Service manager			
		15/03/2024	In progress	Maternity Service manager DHOM HOM and Community			
	plan to explore digital solutions Review discharge processes Decision to consider Allocate system	15/03/2024 15/03/2024	In progress In progress	DHOM HOM and Community Matron			2 www.utx.rauleused - Allineate and Floirs. Eurther disrussion
eliminating duplicative and triplicate forms.	plan to explore digital solutions Review discharge processes Decision to consider Allocate	15/03/2024	In progress	DHOM HOM and Community			2 products reviewed - Allocate and Civica. Further discussion on Allocate scheduled Nov 6 2023
eliminating duplicative and triplicate forms.	plan to explore digital solutions Review discharge processes Decision to consider Allocate system	15/03/2024 15/03/2024	In progress In progress	DHOM HOM and Community Matron HOM and Community	Monitoring	Task & Finish Group	
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