



State Registration for Nurses
and Midwives

National Continuing Professional Development Framework for Nurses and Midwives in the Seychelles

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Developed by:

The Seychelles Nurses and Midwives Council

The Seychelles Ministry of Health

The Nurses Association of the Republic of the Seychelles

The National Institute of Health and Social Studies



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The African Health Professions Regulatory Collaborative for Nurses and Midwives

Preface

Nurses and midwives in the Seychelles have, over the years, maintained close links with the international nursing community through membership of international and regional nursing bodies, and have followed trends in the evolution and development of nursing and midwifery worldwide. In this respect, the Seychelles has been able to keep abreast with new innovations and by identifying gaps at the national level and addressing possible solutions, improve nursing and midwifery care for clients. These solutions included the need to maintain and upgrade competencies in order to meet the expectations of society and provide safe care.

The Ministry of Health in its strategic plan (National Health Strategic Framework 2012–2016), alludes to the need to facilitate structured continuing professional development (CPD) and life-long learning as a living value for all health care professionals, including nurses and midwives, so as to ensure proficient and safe health care to the public. Nurses and midwives in the Seychelles further realized that lifelong registration in developing societies does not give credibility to the profession or do justice to the people receiving care. This was the rationale for nurses and midwives in the Seychelles to advocate for the introduction of voluntary CPD at the Nurses Association of the Republic of the Seychelles Annual General Meeting in 2009.

In line with its mandate to protect the public through the promotion of safe practice and upgrading of professional standards, the Seychelles Nurses and Midwives Council took the lead, as part of its regulatory responsibility, to introduce voluntary CPD in 2010, while the revised Nurses and Midwives Act 1985, proposes mandatory CPD. The move to embracing voluntary CPD brought a significant change in nursing regulation and practice, and led to the introduction of periodic registration and practice license renewal. Nurses and midwives felt empowered as they could significantly improve their profession, and by 2013, over 90%, of practicing nurses and midwives had embarked on voluntary CPD as a condition to renew their practice license.

Through the African Health Professions Regulatory Collaborative for Nurses and Midwives (ARC) established in 2011, an opportunity was provided for the Seychelles to strengthen regulatory elements at country level through project grants and capacity building. The participation of the Seychelles through the QUAD, comprising representation from nursing regulation, education, administration, and professional association, provided an opportunity to submit several projects for funding during the 4-year period 2011–2014. The successful proposals included the development of a structured national CPD framework for nurses and midwives in the Seychelles through the consultancy support of Ms Jill Iliffe, a member of the ARC faculty from the Commonwealth Nurses and Midwives Federation (CNMF).

This professional milestone was achieved with the support of the Ministry of Health, the Health Care Agency, the Public Health Authority, the National AIDS Council, nursing education, the Nurses and Midwives Council, the Nurses' Association and collaborative partnerships with other stakeholders, including local NGO's, nursing and midwifery colleagues nationally and regionally, and other members of the ARC faculty.

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Mrs Beryl Camille, Chief Nursing Officer, the Seychelles Ministry of Health.

Ms Elsia Sinon, President, the Nurses Association of the Republic of the Seychelles.

Ms Jeanne D'Arc Suzette, Nursing Course Leader, the National Institute of Health and Social Studies.

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The project would not have been possible without the input of nurses and midwives who attended the CPD Framework Development Workshop 10–11 February, 2016, and willingly gave their time and expertise to develop the first draft (see Appendix 1 for a list of participants). The QUAD also acknowledges the nurses and midwives who attended the CPD Framework Evaluation Workshop 12 February, 2016 to validate the work undertaken (see Appendix 2 for a list of participants).

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Abbreviations

ARC	African Regulatory Collaborative
CPD	Continuing Professional Development
QUAD	Seychelles ARC Nursing and Midwifery Leadership Team
SNMC	Seychelles Nurses and Midwives Council

National Continuing Professional Development Framework for Nurses and Midwives in the Seychelles

1. Introduction

The Seychelles Nurses and Midwives Council has the responsibility for regulating nursing and midwifery education and practice so as to protect the public from harm resulting from incompetent or negligent care. Continuous Professional Development (CPD) is a recognised strategy worldwide to promote quality of service across organisations including health care. In health care, CPD is imperative to respond to changing health needs, new health treatments and technologies and to meet the expectations of the community who are becoming more knowledgeable about their health, their right to quality health care services and the manner in which health care services are provided. A structured national CPD framework for nurses and midwives promotes consistency and allows for orderly planning, implementation, monitoring, and evaluation of nursing and midwifery education and practice.

Nurses and midwives are dedicated to providing quality care to individuals, families and communities. A national CPD programme for nurses and midwives in the Seychelles will assist nurses and midwives to remain knowledgeable and skilful to provide quality care to the people of the Seychelles. A national CPD programme which encourages self-reflection, improves and maintains competencies, and keeps skills and knowledge up to date with developments in practice, will enable nurses and midwives to continue to provide quality care to the people of the Seychelles. By requiring nurses and midwives to undertake a minimum number of CPD points for renewal of their practising license, the Seychelles Nurses and Midwives Council aims to maintain professional standards and promote excellence in practice, therefore protecting the public and promoting the health of all members of the community.

The recommendations from a survey to inform the development of the framework have been taken into consideration . This document outlines the framework for the national CPD programme for nurses and midwives in the Seychelles.

2. Definition of CPD

Continuing professional development (CPD) is any form of purposeful learning, either formal or informal, involving reviewing practice, identifying learning needs, planning, and participating in relevant learning activities.

CPD is a continuous process that enables nurses and midwives to broaden their knowledge and skills, reflect on attitudes, and strengthen personal qualities so as to remain competent to practice safely, effectively, ethically and legally within their current and evolving scope of practice.

CPD is an individual commitment to continuous improvement in order to provide quality care based on evidence and promote professional integrity for the benefit of patients, clients, the community, and the individual nurse and midwife

3. Purpose of CPD

The mandate of the Seychelles Nurses and Midwives Council is to protect the public by promoting safe and high quality nursing care. Seychelles national health policy requires nurses and midwives to update and maintain competence through continuing education. CPD is an essential mechanism for providing opportunities for nurses and midwives to pursue and achieve professional growth throughout their career.

4. Principles of CPD

CPD is based on the core values of accessibility, affordability, transparency, accountability, quality, sustainability, flexibility, and relevance. CPD should be ethical, collaborative, and respect human rights.

The principles on which CPD is based are that it is:

- Self-directed and reflective and purposefully based on identified learning needs.
- Relevant to the current or future practice of the individual nurse or midwife.
- Responsive to the need for learning about new technologies, new approaches to care, current and emerging health needs, and national health priorities.
- A process involving recognition of existing knowledge and experience.
- Flexible and able to accommodate learners from different health sectors; and learners working full-time or part-time in clinical or non-clinical roles such as management, policy development, research, education, or professional and industrial advocacy.
- Based on trust that the nurse or midwife will actively participate in the learning opportunities available in order to maintain safe and competent practice and provide quality nursing and midwifery care.

5. Nature of CPD

Participation in the CPD program for nurses and midwives in the Seychelles is mandatory. All nurses and midwives registered with the Seychelles Nurses and Midwives Council must meet the continuing professional development standard as a prerequisite to the renewal of their practising license.

6. CPD Requirement

Each nurse and midwife in the Seychelles is required by the Seychelles Nurses and Midwives Council to accrue a minimum of 30 points of CPD every three years in order to renew their practicing license.

7. Scope of CPD

A range of activities, undertaken either at the workplace or outside the workplace, will be recognised toward meeting the mandatory CPD requirements of the Seychelles Nurses and Midwives Council. CPD activities should be relevant to current or future practice. CPD activities must constitute at least one hour of active learning. Nurses and midwives are encouraged to undertake a range of CPD activities and not accrue all their CPD points with one activity.

In attaining their 30 points of CPD every three years, all nurses and midwives are required to:

- (a) Accrue at least one CPD point in demonstrating reflective practice.
- (b) Accrue at least three CPD points from one or more of the following topic areas:
 - Basic nursing or midwifery procedures.
 - Legal issues related to nursing and midwifery.
 - Ethical issues related to nursing and midwifery.
 - Documentation and report writing.
 - Medication calculations and administration.
 - CPR and emergency responses.
 - Communication and customer care.

CPD activities have been weighted to reflect the complexity of the activity or the depth of active learning taking place. For each hour of active learning, activities in column 1 will attract 1 point; activities in column 2 will attract 2 points; and activities in column 3 will attract 3 points. Table 1 gives some examples of CPD activities.

Table 1: CPD activities

Activity (1 hour = 1 point)	Activity (1 hour = 2 points)	Activity (1 hour = 3 points)
Providing formal workplace mentoring	Providing formal workplace: <ul style="list-style-type: none"> • preceptorship • tutoring • student supervision 	Developing and implementing formal preceptorship or mentoring programmes
Attending a: <ul style="list-style-type: none"> • conference • seminar • workshop • skills workshop 	Presenting at a: <ul style="list-style-type: none"> • conference • seminar • workshop • skills workshop 	Planning or facilitating a: <ul style="list-style-type: none"> • conference • seminar • workshop • skills workshop
Undertaking a non-accredited short course or module (online, distance or face-to-face)	Undertaking an accredited short course or module (online, distance or face-to-face)	Planning or facilitating a short course (online, distance or face-to-face)
Undertaking supervised skills practise or simulation for skills development	Undertaking undergraduate studies post-registration relevant to current or future practice	Undertaking postgraduate studies relevant to current or future practice
Participating in a: <ul style="list-style-type: none"> • clinical audit • critical incident review • case review • clinical meeting • case conference 	Presenting at or organising a: <ul style="list-style-type: none"> • clinical audit • critical incident review • case review • clinical meeting • case conference 	Developing and writing: <ul style="list-style-type: none"> • standard operating procedure • procedure manual
Participating in: <ul style="list-style-type: none"> • a professional reading group • a reflective discussion group • a journal club 	Reviewing: <ul style="list-style-type: none"> • educational material • a journal article • a standard operating procedure • a procedure manual • a book chapter 	Developing and writing: <ul style="list-style-type: none"> • educational material • a book chapter

Activity (1 hour = 1 point)	Activity (1 hour = 2 points)	Activity (1 hour = 3 points)
Participation in a workplace committee: <ul style="list-style-type: none"> • accreditation • audit • quality improvement • disaster management • occupational health and safety 	Writing and submitting a: <ul style="list-style-type: none"> • clinical or non-clinical report • quarterly report • annual report 	Chairing a workplace committee: <ul style="list-style-type: none"> • accreditation audit • quality improvement • disaster management • occupational health and safety
Writing a reflective practice journal or case study	Moderating student examination questions or examinations or being an external examiner for student clinical examinations	Lecturing, teaching or doing assessments (if not part of job description)
Active committee membership of and adding value to a professional special interest group professional association	Being an expert witness at a formal disciplinary or tribunal hearing	Designing and writing curricula
Participating in project work as a member of the project team	Writing a project proposal for funding or implementation	Conducting or managing a project Developing a policy, protocol or guideline
Participating in research as a member of the research team	Writing a research proposal for funding or implementation	Conducting research as principal investigator, or writing a research report, or publishing research findings
Participating in surveys or data collection	Conducting surveys or data collection	Analysing data collection and writing a report with outcomes and recommendations
Reading and summarising a professional: <ul style="list-style-type: none"> • book • journal article 	Writing a journal article and submitting for publication	Writing a journal article and being accepted for publication*

Activity (1 hour = 1 point)	Activity (1 hour = 2 points)	Activity (1 hour = 3 points)
Participating in commemorations or special events relevant to work role	Organising or coordinating commemorations or special events relevant to work role	
Attending a mandatory in-service education session or an in-service education session relevant to practice		
Undertaking community volunteer work using nursing or midwifery skills		

* If 2 CPD points have already been claimed for submitting the article, then only 1 extra CPD point can be claimed for acceptance for publication.

8. CPD Documentation

It is the responsibility of each nurse and midwife to organize their own CPD activities based on their own learning needs. It is also the responsibility of each nurse and midwife to keep a record of the CPD activities they have undertaken as evidence of obtaining the necessary 30 points of CPD each three years for renewal of practicing license. The record may be in the form of a professional portfolio¹ or logbook. Evidence must be available to support the CPD in the record. Evidence may be in the form of:

- Certificates of attendance (including date, venue, topic, contact hours, name and status of CPD provider) and attaching learning objectives and outline of content.
- Copies of programs for seminars, workshops or training attended.
- Examples of protocols, policies, guidelines etc produced.
- Letters of participation or appreciation.
- Minutes of meetings.

¹ A Professional Portfolio Guideline is available from the Seychelles Nurses and Midwives Council.

- Summary of performance appraisal.
- Reflective practice journal.
- Summary of journals or books read or videos watched.
- Summary of self-directed learning with brief description of activity, relevance to current or future practice, outcomes and hours spent in each activity.
- Clinical practice or simulation learning signed by supervisor or nurse manager.
- Awards.
- Project reports.
- Photographs with supporting explanation.
- Transcripts.
- Documentaries.

9. Monitoring CPD Compliance

1. All nurses and midwives who are applying for re-licensure for the first time following initial registration will be audited by the Seychelles Nurses and Midwives Council for compliance with CPD requirements. They must attend a re-licensure interview with SNMC where their CPD portfolio will be audited. Written feedback will be given by SNMC to the individual nurse or midwife.
2. A random sample of those nurses and midwives applying for re-licensure for the second or subsequent times will be conducted by SNMC. If a nurse or midwife is chosen for the audit, they must attend a re-licensure interview with SNMC where their CPD portfolio will be audited. Written feedback will be given by SNMC to the individual nurse or midwife.
3. Any nurse or midwife who becomes aware they may not meet their CPD requirement for re-licensure should contact the SNMC as soon as possible to explain the circumstances and make application for exemption or deferment. Such circumstances might include: a sudden or chronic illness or disability, sabbatical leave, maternity leave, nurses or midwives not currently practicing, an unexpected traumatic event, or impending retirement.

10. CPD Non-compliance

Nurses and midwives who do not meet their CPD requirement for re-licensure may be subject to disciplinary proceedings and penalties. These may include: a requirement that the outstanding CPD hours be met within a specified period; a written caution or warning; the imposition of a fine; or commencement of disciplinary procedures leading to the temporary or permanent suspension of practicing license. An appeals process will be available to any nurse or midwife who is the subject of a disciplinary process for non-compliance with the CPD requirement for re-licensure.

11. Evaluating the CPD Framework

At the end of each three-year period, the Seychelles Nurses and Midwives Council will undertake an evaluation of the national CPD program for nurses and midwives. This evaluation will take the form of:

- (a) An evaluation of the outcomes of the monitoring process of compliance.
- (b) A survey of a random sample of nurses and midwives.
- (c) Key informant interviews including interviews with employers and CPD providers.

The evaluation will seek information about:

- The level of compliance and non-compliance.
- The types of CPD activities undertaken.
- The adequacy of the 'scope' of CPD activities in the framework.
- The perceived benefits of CPD.
- The perceived barriers, challenges or constraints in accessing CPD.
- The perceived level of support for CPD in the workplace.
- Recommendations for improvement of national CPD framework.

12. Implementation of the CPD Framework

A CPD Implementation Plan including a communication strategy is being developed so the mandatory CPD requirement for the re-licensure of nurses and midwives in the Seychelles can be implemented in a comprehensive and orderly manner. This Implementation Plan will ensure that every nurse and midwife who is registered with the Seychelles Nurses and Midwives Council is aware of the mandatory requirement and has access to the CPD Framework. CPD providers and employers will also be provided with information to guide them in the provision of CPD activities and to support nurses and midwives in attaining the required 30 CPD points for re-licensure.

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Appendix 1

CONTINUOUS PROFESSIONAL DEVELOPMENT FRAMEWORK DEVELOPMENT ADVISORY GROUP

Name of participant	Place of work
Juliette HENDERSON	Child Development, Centre Ministry of Health
Beryl CAMILLE	University of Seychelles
Marie Antoinette HOARAU	Nursing Administration, Seychelles Hospital
Sylvia RACHEL	Eurika Medical Centre
Marie-Helene NIOLE	Child Development Centre, Seychelles Hospital
Rhonda BURKA	Male Medical Ward, Seychelles Hospital
Milta FANNY	Home Care Private Practice
Aisha FOSTEL	Accident and Emergency, Seychelles Hospital
Anselmine CAFRINE	Nursing Administration (Education), Seychelles Hospital
Lina PHILOE	Intensive Care Unit, Seychelles Hospital
Veronique SIMEON	English River Health Centre
Marie-Josée DANG-KOW	Maternity Ward, Seychelles Hospital
Nickella RAOUL	Regional Home for the Elderly
Chantal ROSE	Female Surgical Ward, Seychelles Hospital
Winifred AGRICOLE	Registrar, Seychelles Nurses and Midwives Council
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Rita ANDRE	Euro Medical Centre
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Appendix 2

CONTINUOUS PROFESSIONAL DEVELOPMENT FRAMEWORK EVALUATION GROUP

Name of participant	Place of work
Patricia DONOVAN	Midwifery Lecturer, National Institute of Health and Social Services
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Veronique SIMEON	English River Health Centre
Georgina MARIE	Program Officer, Ministry of Health
Fadette ESTICO	Anse Aux Pins Health Centre
Jeanine MARIMBA	Maternity Ward, Seychelles Hospital
Rosemary RACHEL	Dr Chetty's Health Centre
Anne DESIR	Regional Home for the Elderly
Marina HERTEL	Operating Theatres, Seychelles Hospital
Gylian MEIN	Nursing Administration, Seychelles Hospital
John DUBEL	Accident and Emergency, Seychelles Hospital
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Pamla DUBIGNON	Baie Ste Anne Hospital Praslin
Jacqueline PAULIN	Maternity Ward, Seychelles Hospital
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