

Government of the People's Republic of Bangladesh
Directorate General of Nursing and Midwifery
Mohakhali, Dhaka
www.dgnm.gov.bd

Memo: 45.03.0000.008.14.093.2021- 1026

Date: 12 June 2022

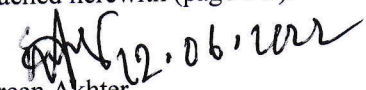
Subject: Stakeholder Consultation Meeting on Continuing Professional Developing (CPD) for Nursing in Bangladesh.

Ref: PRN/GAC/Cowater Int/58/2022; Dated: June 8, 2022.
Cowater/DGNM/056/2022, dated: March 7, 2022

With reference to the above subject matters and sources, it is being informed that a Stakeholder consultation meeting is organized with the cooperation of GAC, Cowater International, ProNurse Project, Dhaka, Bangladesh and the Directorate General of Nursing & Midwifery (DGNM), Dhaka. The meeting will be held on 16 June 2022 at 11.00 am in the mini-conference room (5th floor) of DGNM, Mohakhali, Dhaka and meeting will be chaired by Director General of DGNM. The following officials are highly requested to attend the meeting and this letter is approved by the Director General, DGNM:

Sl. No.	Name of the Officials & Designation	Offices
1.	Md. Nasir Uddin, Director (Admin)	DGNM
2.	Md. Rashidul Monnaf Kabir, Director (Education)	DGNM
3.	Mrs. Shereen Akhter (Finance and Budget)	DGNM
4.	Mrs. Khodeza Khatun, Principal	CON, Mohakhali
5.	Mrs. Shirina Akter, Principal	DNC, Mohakhali
6.	Mrs. Ava Adhikari, Principal	NI, Mitford
7.	Mrs. Rashida Akhter, Registrar (Acting)	BNMC
8.	Mrs. Nilufer Yesmin, Deputy Registrar	BNMC
9.	Mrs. Shamsun Nahar, Principal	Shaheed Tajuddin Ahmed Nursing College, Gazipur
10.	Mrs. Sherin Sultana, Nursing Instructor	DNC, Dhaka
11.	Mrs. Modina Khatun, Instructor	CON, Mohakhali
12.	Mrs. Pronita Rani Raha, Midwifery Officer	DGNM
13.	Mrs. Dipali Rani Mollick, Faculty of Midwifery	NIANER
14.	Shipra Karmaker, Nursing Supervisor	NICVD
15.	Dr. Md. Shariful Islam, Faculty of Adult Nursing	NIANER
16.	Dr. Md. Abdul Latif, Deputy Program Manager	DGNM
17.	Dr. Khaleda Akhter, Faculty of Psychiatric Nursing	NIANER
18.	Dr. Jahura Khatun, Lecturer	CON, Shere Bangla Nogar, Dhaka
19.	Mrs. Afroza Banu, Nursing Officer	DGNM
20.	Mrs. Rabeya Basri, Midwifery Officer	DGNM

2. All the technical support for the meetings will be provided by Global Affairs Canada (GAC), ProNurse Project, Cowater International, Bangladesh as per government rule.
3. The Terms of Reference (ToR) for Technical Working Group (TWG) is attached herewith (page 1-3).


Shereen Akhter
(Deputy Secretary)

Director (finance & Budget)
Directorate General of Nursing and Midwifery, Dhaka
Email: info@dgnm.gov.bd

Memo: 45.03.0000.008.14.093.2021- 1026/2 (15)

Date: 12 June 2022

Copy for Necessary Action (Not according to seniority):

1. Senior Secretary, Health Service Division, MOHFW, Dhaka.
2. Secretary, Medical Education & Family Welfare Division, MOHFW, Dhaka
3. Director (Admin/ Education & Discipline/ Finance & Budget), DGNM, Mohakhali, Dhaka.

4. Director, National Institute of Advanced Nursing Education & Research (NIANER), Dhaka.
5. Principal, College of Nursing, Mohakhali, Dhaka.
6. Principal, Dhaka Nursing College, Dhaka.
7. Principal, Nursing Institute, Mitford, Dhaka
8. Principal, College of Nursing, Shere Bangla Nogar, Dhaka
9. Nursing Superintendent, NICVD, Dhaka.
10. Registrar, Bangladesh Nursing & Midwifery Council, Dhaka.
11. Principal, Shaheed Tajuddin Ahmed Nursing College, Gazipur, Dhaka
12. Personal officer of the Director General, DGNM, Dhaka.
13. Team Leader, ProNurse Project, Cowater International, Bangladesh.
14. Mr./Mrs.....
15. Office Copy.

GAW
12.06.2012

Director (Finance & Budget)
Directorate General of Nursing and Midwifery

Terms of Reference (ToR) of Continuing Professional Development (CPD) Technical Working Group (TWG)

BACKGROUND

The *Empowering Women Through Professionalization of the Nursing Sector in Bangladesh (ProNurse)* Project aims to enhance the voice, influence and empowerment of the nurses in the health sector in Bangladesh.

To improve the quality of gender-responsive education for female nurses in both public and private sectors in Bangladesh, the ProNurse project will technically support the Directorate General for Nursing and Midwifery (DGNM) and the Bangladesh Nursing and Midwifery Council (BNMC) to develop and implement a system of continued professional development (CPD), including courses on sexual harassment and sexual and gender-based violence (SGBV) prevention and inclusive workplace.

This document defines the terms of reference for the Technical working group of CPD.

MANDATE

General

The general mandate of the CPD TWG is to conceptualize and develop, with the technical assistance of the University of Montreal and the ProNurse project's Senior National Nurse Specialist (NNS), Bangladesh's CPD system for nurses of the public and private sectors and provide the technical leadership necessary for stakeholders to: adopt and promote the CPD system guideline; support the implementation of the CPD system; and develop and implement strategies for CPD system sustainability.

The CPD TWG will play a role in evaluating and prioritizing the available options and strategies for CPD system development, implementation and sustainability based on the financial, material and technical resources available. They also will provide expertise on the local socio-cultural safe and inclusive workplace and political context of nursing in Bangladesh.

Specific

The specific mandate of the CPD TWG is to:

(1) **Conceptualize and develop a CPD system for nurses** based on identified strategies and lessons learnt from other lower- and middle-income countries (LMIC) having gone through the experience of developing CPD systems for their health care professionals, as well as the experience of midwifery CPD guideline development and implementation in Bangladesh, gender lessons learnt in the similar area will be analysed while conceptualizing and developing the CPD system.

- **Adopt a CPD definition** as well as inclusions and exclusions such as 1) training that gives access to an academic diploma like a master, doctorate, certificate; 2) training not specific to professional expectations, etc.
- **Design the CPD system**
 - Identify a framework for CPD;
 - Contribute to a CPD needs assessment (priority based on population health needs and the scientific enhancement expected from the training, review of existing training and those to be developed);
 - Describe the system including main components, delivery approaches, phases, activities, credits, and identify the main challenges in the context (beliefs, values about training and scientific enhancement).

(2) Provide the technical leadership for **CPD System implementation** through:

- **Policy formulation** - with stakeholders (BNMC, MoHFW (Edu), DGNM, BNA), develop all documents required for the legal recognition of the CPD system.
- **Timeline development** - develop a timeline for CPD system implementation (what will be done in the short, medium and long term).
- **Implementation strategies** - define implementation strategies for CPD system as well as strategies to raise awareness and counter challenges.
- **Accreditation** - determine if voluntary or mandatory, possible sanctions, and tracking system.
- **Monitoring and evaluation** - develop monitoring and evaluation criteria and indicators as well as mechanisms for adjusting CPD system implementation strategies accordingly.

(3) Provide the technical leadership to develop and implement inclusive strategies for **CPD system sustainability** through:

- Recommendations for the future of CPD system, including sustainability (financial and technical), and evolution of system.

Composition of Technical Working group (TWG) to develop Continuing Professional Development system (CPD)

1. Chair: Directorate General of Nursing and Midwifery (DGNM) or her representative.

Members:

2. Ms. Shamsun Nahar, Principal, Shahid Tajuddin Ahmed Nursing College, Gazipur
3. Ms. Afroza Banu, Nursing Officer, Directorate General of Nursing and Midwifery.
4. Ms. Modina Khatun, Lecturer, College of Nursing, Mohakhali
5. Mr. Shariful Islam, Assistant Professor, National Institute of Advanced Nursing Education and Research (NIANER)

6. Ms. Jahura Khatun, Lecturer, College of Nursing, Shere Bangla Nagar, Dhaka
7. Ms. Sherin Sultana, Nursing Instructor, Dhaka Nursing College, Dhaka.
8. Ms. Nilufar Yesmin, Deputy Registrar, Bangladesh Nursing and Midwifery Council (BNMC)
9. Shipra Karmaker, Nursing Supervisor, National Institute of Cardiovascular Diseases and Hospital (NICVD)
10. Ms. Dolly Maria Gonsalves, SnNNS, ProNurse Project, Cowater International