

Counties Manukau District Health Board Hospital Advisory Committee

Minutes

of the meeting of the members of the Counties Manukau District Health Board Hospital Advisory Committee held on Tuesday, 23rd May 2006 at 9.00am at Middlemore Hospital, Meeting Room 2 & 3, Staff Centre

Present: Ms Airini Tukerangi (Chair), Mr Anae Arthur Anae, Mr Donald Barker, Mr Paul Cressey
Mr David Collings, Mr Nuku Rapana

In attendance: Mr Tony Hickmott, Dr Don Mackie, Mr Chris Fleming, Ms Pauline Hanna, Mrs
Christine Lockhart (Secretary)

Apologies: Mr Pat Snedden, Mr Bob Wichman, Mrs Dale Oliff, Mrs Miria Andrews

1. Welcome

The Chair welcomed all and present members. Arthur Anae offered the karakia. There was one member of the public in attendance, Mr Alan Ong.

2. Apologies

Apologies were received from Pat Snedden, Bob Wichman, Dale Oliff and Mrs Miria Andrews.
Moved: Arthur Anae, **Seconded:** Donald Barker, **Carried:** Unanimously

3. Minutes of Previous Meeting

The minutes of the meeting held on 26th April were confirmed.

Moved: Paul Cressey, **Seconded:** David Collings, **Carried:** Unanimously

4. Matters Arising

- Recruitment, Retention and Workforce Development presentation by Margie Fepulea'i and Sam Bartrum deferred to HAC June meeting.
- MoU with Cook Islands presentation by Margie Fepulea'i for HAC June meeting.
- Dale Oliff to provide numbers of women not seeking antenatal care and breakdown by ethnicity for HAC June meeting.
- The Post Implementation Review of Radiology is being undertaken by Mike Corkill an independent consultant and we envisage being able to report the finding of the review to HAC in July.
- Tony Hickmott advised the revised Financial Forecast was presented to the Audit Finance Committee last Thursday 18th May and will be presented to the next main Board meeting.
- Don Mackie addressed the complaint of no discharge summary given to a patient at the Clinical Directors meeting and they will be looking at the processes that are in place.
- Discussion is needed between the Board and the Chief Executive to clarify how Information Services reporting and monitoring is undertaken through to the governance level.

Action: Airini Tukerangi to raise the issue at the board meeting.

5. Procedural Issues

- Airini Tukerangi confirmed the rollover for Nuku Rapana appointment to HAC to April 2007.
- Airini Tukerangi to seek clarification from Manawhenua regarding Jo Cameron and Bob Clark rollover appointments.

6. Board Advisory Committee Verbal updates

Members provided Advisory Committee updates.

CPHAC: Paul Cressey provided an update.

Key Points:

- PHO Performance Management Programme by Allan Moffitt
- Primary Care Workforce Planning by Bronwyn Anderson
- Personal Health Care Update by Chris Mules

POU: Airini Tokerangi provided an update.

Key Points:

- The Maori Health Plan was the main topic for discussion.

7. Operational Report

7.1 GMs' Report

The report was taken as read and noted.

Key Points:

Kidz First and Womens Health

- Kidz First and Womens Health volumes are consistent with previous months.
- Presentations for children in Emergency Care were also up significantly in April (136 more than for the month). Presentations to Emergency Care or the Medical Inpatients have not been due to winter type illnesses (respiratory) but a variety of childhood conditions. There has been a lot of work in the winter planning with physical restraints on beds. Chris Fleming commented that an extra ward will be available once the Burns Unit is open.
- Gynaecology Electives are down due to theatre sessions lost by the service due to the statutory holidays. Meeting has been scheduled to ensure that there is a sign off of phasing by all services to account for schedulable events.

Surgical and Ambulatory Care

- Chris Fleming provided an updated monthly forecast for year end. In December the commitment was made to the Board that elective service provision, running at 22.2% behind contract, would be reduced to 14.7% by financial year end. This updated forecast is based on February Year to Date results and planned activity to 12.42%. The latest reforecast shown in the GMs report has the results at 12.53%.
- **Elective Surgery** - Chris Fleming advised that the Orthopaedic threshold has changed so that patients that had been returned to Primary Care have been called back. We are now at the stage that we need to communicate this out to the community. There are patients that have had their referrals sent by GPs but do not reach the 1st door as they have been declined. Chris Fleming advised that they are working with Primary Care and talking with Dr Tom Bracken and Dr Russell Smart.
- Paul Cressey suggested inviting at least 6 GP leaders and explaining to them over lunch. Chris Fleming commented that Garnet Tregonning Clinical Director of Elective Services will be included in the discussions with GP leaders. Chris Fleming advised that Procure are looking at a pilot to capture these patients that had their referrals declined. There is not a coordinated list between the GPs. Primary Care to develop a robust list to managing the patients. Paul Cressey complimented Chris Fleming on a fantastic job so far on prioritising and giving certainty to patients and reinforced the need to get together with the GP leaders.
- Chris Fleming advised that two services have deteriorated from the forecast being Plastic Surgery due to continued shortages of SMOs and in particular the unexpected departure of a SMO earlier in the year and Gynaecology due to the theatres sessions lost from statutory holidays.
- **National Burns** - Chris Fleming reiterated the opening of the National Burns is the facility only and that the full opening of the National Burn Service will be dictated by the success of recruiting of key personnel. Advertising for key personnel's is being undertaken in Journals internationally. Dr Richard Wong She is looking at formalising to establish a bilateral fellowship programme between New Zealand and North America.
- The HAC raised their concerns regarding the delay of the National Burns Service and shortage of SMOs to flag this issue to the main Board.

Action: Airini Tokerangi to raise with main Board the issue of the National Burn Service SMO shortage and the fact that the full opening of the service is being impacted by the shortages.

GM's report to be continued.

7.1 Accreditation (Emma Bale) 10.00am

Emma Bale provided an update on the Quality Health New Zealand (QHNZ) Accreditation Survey/Certification Audit 15th-19th May. The QHNZ audit CMDHB against Accreditation and Certification Standards. The certification is a mandatory MoH requirement to demonstrate compliance to Health and Disability Sector Standards (HDSS). The full and comprehensive reports will be compiled and forwarded once completed by Quality Health New Zealand. This takes up approximately six weeks for certification and four months for accreditation. Once we have received these reports they will be made available to all concerned. The opening statement by Robin Steed (Team Leader) at the Summation Meeting was thanking the organisation for the openness, transparency and integrity with which the staff conducted themselves. There were no recommendations to make that have a 6 week or less resolution timeframe.

General Comment

Paul Cressey noted the very positive outcome and to congratulate staff and management on a fantastic result and great success.

10.40am Emma Bale left the meeting

7.1 GM's Report continued.

Surgical and Ambulatory Care

- **Manukau ICU** – Chris Fleming commented there are teething issues and working through these. The appointment of a Clinical Leader for Manukau is being redefined which lies in the hands of Don Mackie, Chief Medical Officer.

Acute Care/Medicine & Clinical Support

- Inpatient WIES continue to be down this is due to a change in casemix with less complex respiratory cases over a mild 2005 winter and a higher number of cases which carry a lower WIES weight. Emergency Care continues to experience heavy volumes with an increase of 7% in April. A review is being undertaken on Primary Care After Hours by Lynanne Stanaway.
- The Healthy Food Policy was approved by EMT and new function menus are now being agreed to comply with the policy.

7.2 Financial Performance

The paper was taken as read and noted. Tony Hickmott summarised the financial performance.

Key Points:

- Overall the Provide Arm's April result was a surplus of \$1,492k relates to Disability Support Breast Screening and additional ACC revenue.
- The significant expenditure movements relate to increased Outsourced Surgery, health Alliance overspend and a small increase in clinical supplies offset.
- Nursing External Bureau Costs for the Hospital Provider Arm for the month were \$180k which was mainly used to cover sick leave and vacancies.
- The majority of the PACT back-payments have been paid during April, a full reconciliation of the MoH pay-jolt revenue and back-pays can't be undertaken until all payments have been made.
- EC volumes for April were up 325 on April 2005. YTD EC volumes are 3.0% (1,787) more than the same period last year.
- Tony Hickmott provided the breakdown of other volumes as requested in the new format, these are reported in WIES but not funded in WIES.
- Tony Hickmott noted the % coding into transition YTD at 87.28 which is a continuous challenge due to staff shortage.

7.3 Clinical/Quality Report

The report was taken as read and noted. Don Mackie gave a summary of the Clinical/Quality Report.

Key Points:

- Don Mackie advised there was a Leadership Programme for Doctors by Cognitive Institute which had very positive feedback by the Doctors who attended.
- The Patient Flow project now being run as Service Level activities with the hopes of better traction.

- Infection Control surgical site surveillance completed.
- Regional Complaints and Incidents back on track, Project Group training starts end of May.

7.4 healthAlliance Report

The paper was taken as read.

- The acting Staff Service Centre Manager Vanessa Joynt had been appointed and now approved as the permanent role.

The Committee resolved (moved Donald Barker/seconded Nuku Rapana) that the public and media be excluded from the items on Industrial Relations, FMP 2 Summary Report, and Risk Register (OPIA s 9(2)(i), Standing orders Schedule 2 cl 2(g) to enable the carrying out of commercial activities. The motion was carried unanimously.

The meeting was reopened to the public at 11.52am.

Moved: Arthur Anae **Seconded:** Paul Cressey, **Carried Unanimously**

8. General Business

- David Collings advised he had a meeting with Dr Peter Coolbear, Deputy Chief Executive, Manukau Institute Technology. The topic of discussion was the development of a campus on site at Middlemore Hospital. Chris Fleming commented that this issue was being addressed through the facilities project, and in particular the administration review. Dale Oliff is also directly involved as the same issue had come through MIT via nursing.

Nuku Rapana closed the meeting with karakia. Meeting closed at 11.55am.

9. Next Meeting

To be held Tuesday 27th June 2006 at 9.00am, Meeting Rooms 2 & 3, Level 2, Staff Centre, Middlemore Hospital.

Signed as a true and correct record on the 25th day of July 2006.

Chair: **Airini Tukerangi (Chair)**

Recommendation (moved **Don Barker**/ seconded **Paul Cressey**)

The minutes of the meeting of Counties Manukau District Health Board Hospital Advisory Committee of 23rd May 2006 are approved.