

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, 24th January 2006 at 9.00am at Middlemore Hospital, Meeting Room 2 & 3, Staff Centre

Present: Mr Pat Snedden (Acting Chair), Mr Donald Barker, Mr Paul Cressey, Mr Nuku Rapana, Mr David Collings, Mr Bob Wichman, , Mrs Jo Cameron, Mrs Miria Andrews

In attendance: Mr Tony Hickmott, Dr Don Mackie, Mrs Dale Oliff, Mr Chris Fleming, Mrs Christine Lockhart (Secretary)

Apologies: Ms Airini Tukerangi, Mr Arthur Anae, Mr Eru Thompson, Mr Bob Wichman (lateness), Mrs Jo Cameron (lateness), Mrs Miria Andrew (lateness), Mrs Dale Oliff (lateness)

1. Welcome

The Chair welcomed all and present members. It was noted that there were no public or media in attendance.

2. Apologies

Apologies were received from Airini Tukerangi, Arthur Anae, and Eru Thompson. Bob Wichman, Jo Cameron, Miria Andrews and Dale Oliff for lateness.

Moved: Paul Cressey, **Seconded:** Don Barker, **Carried:** Unanimously

3. Minutes of Previous Meeting

The minutes of the meeting held on 22nd November were confirmed subject to correction of Don Barker's name.

Moved: Paul Cressey, **Seconded:** Don Barker, **Carried:** Unanimously

4. Matters Arising

There were no Matters Arising.

5. Procedural Issues

There were no Procedural Issues

6. Board Advisory Committee Verbal updates

There were no Board Advisory Committee Verbal updates.

7. Operational Report

7.1 GMs' Report

The report was taken as read and noted.

Key Points:

Surgical and Ambulatory Care

- **Bed Management** – Chris Fleming advised the unexpected acute volumes across both Surgery and Medicine in November and December have continued to put pressure on bed capacity resulting in a shortfall of inpatient beds on a daily basis. To alleviate the situation Kidz First, Surgical and Medical C pods were opened to add a further 12 and 16 beds. Also trialling for 6 months in the Emergency

Care a Medical Officer Special Scale (MOSS) whose main role will be to target and operate on minor local anaesthetic procedures.

- **Elective Service Performance** - Chris Fleming advised the December's months results was an improvement which has contributed towards reducing the elective under provision year to date.
- **Recruitment** – Chris Fleming advised the appointments of 12 new Graduate Nurses, 4 Anaesthetic Technicians, and 2 experienced Theatre Registered Nurses. Chris Fleming confirmed he is confident we are on track for staffing in March and will continue to recruit and over staff.

Action: Paul Cressey requested all graphs/reports should all have the same elements and link into each other. Chris Fleming, Tony Hickmott and Paul Cressey to met and discuss.

Kidz First and Womens Health

- Pat Snedden requested clarification in regard to the inpatient activity (discharges). Is this due to the complexity of the patients?

Action: Chris Fleming to follow this up and report back at the next meeting.

- Jo Cameron questioned whether the Citizenship issue and Ineligibility for Healthcare should be placed on the Risk Register.

Bob Wichman arrived at 9.15am

Miria Andrews arrived at 9.25am

Mental Health / Intermediary Care

- The question was raised on what the impact on the NASC database will have in regard to the integration of short term personal health support services into the Needs Assessment and Service Co-ordination (NASC) systems and processes being developed over the coming months with the implementation of the new integrated NASC model in April 2006?

Action: Chris Fleming to follow this up and report back at the next meeting.

- Tikianga Best Practice – Pat Snedden reiterated CMDHB will be adopting this and will be pushing it out to other areas.
- The definition of Faleola is the Pacific Clinical Service.
- The definition of Taumata is the internal Kaumatau and Kuia Group.
- Health of the Nation Outcomes Scale (HoNOS) is a standard measure on which mental health service users are rated by clinical staff. The scale includes 12 simple items measuring behaviour, impairment, symptoms and social functioning. Website address under subtitle Standard Measure: www.mhrds.govt.nz
- Paul Cressey raised the question regarding the Influenza vaccine, what is the hospital going to do?

Noted: The Hospital Advisory Committee advised that the focus needs to come from CMDHB.

Action: Paul Cressey to take this up at the next CPHAC meeting.

- Bob Wichman requested posters to be put up in Wards to alert visitors. Outlining the dietary requirements of patients.

Noted: The HAC recommended this be taken up by 'Lets Beat Diabetes'.

Action: Chris Fleming to follow this up and report back at the next meeting.

The Committee resolved (moved Pat Snedden/seconded Bob Wichman) that the public and media be excluded from the item on Industrial Relations, Private Hospital, 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 10.55am.

Moved: Pat Snedden **Seconded** Nuku Rapana, **Carried** Unanimously

8.2 Financial Performance

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

Key Points:

- Unfavourable result in clinical supplies as result of budget phasing was offset by increase MoH revenue and interest income.

Action: Tony Hickmott to report on the clinical supplies January results at the next meeting.

- FTE reporting is still being investigated. MoH have agreed a new national FTE definition that will be used by all DHBs from 1st July 2006. Tony Hickmott advised they are monitoring the CMDHB FTE costs.

- Tony Hickmott advised Ron Pearson will be presenting the Forecast 2005/06 financial year to the next CMDHB Board meeting.
 - Bob Wichman raised the question will the Meningococcal fourth vaccine for children under 6 months are funded? Tony Hickmott commented this will be funded by the Ministry.
 - Jo Cameron raised an issue that some GPs charge for under 5's.
- Action:** Paul Cressey to discuss with Jo Cameron direct on this issue.

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:

- Complaints and Incidents Project Steering Group has been established and Terms of References developed.
- A draft policy entitled 'A just Culture to Improve Patient Safety' through Incident/New Misses reporting has been developed and circulated for feedback. This is focusing on changing the existing reporting culture so that we can encourage staff to actively report and feel safe in doing so.
- There are significant issues on Southnet with storing policies. Work is underway with Information Systems to investigate replacement options.
- Pat Snedden requested Traffic Lights type summary on the General Medicine Growth Trend by Month graph.

Action: Donald Mackie to follow this up and provide for next meeting.

8.4 healthAlliance Report

The paper was taken as read.

9. General Business

- Chris Fleming to enquire for Jo Cameron what happens to the towels that are being used for the water leakage on the stairways.

Meeting closed at 10.25am.

10. Next Meeting

To be held Tuesday 28th February 2006 at 9.00am, Meeting Rooms 2 & 3, Level 2, Staff Centre, Middlemore Hospital.

Signed as a true and correct record on the 28th day of February 2006.

Chair: **Pat Snedden (Acting Chair)**

Recommendation (moved **Miria Andrews**/ seconded **Bob Wichman**) Carried: Unanimously

The minutes of the meeting of Counties Manukau District Health Board Hospital Advisory Committee of 24th January 2006 are approved.