

# 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, 24<sup>th</sup> April 2007 at 9.00am at Middlemore Hospital, Meeting Room 2 & 3, Staff Centre

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- Present:** Ms Airini Tukerangi (Chair), Mr Arthur Anae, Mr Donald Barker, Mrs Miria Andrews, Mr Bob Wichman, Mr Bob Clark, Mr Nuku Rapana
- In attendance:** Mr Alan Wilson, Mr Ron Pearson, Mr Tony Hickmott, Ms Denise Kivell, Mrs Pauline Hanna, Mrs Christine Lockhart (Secretary)
- Apologies:** Mr Paul Cressey, Mr David Collings, Mr Pat Snedden, Mr Ron Dunham, Dr Don Mackie
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### 1. Welcome

The Chair welcomed all and present members. There were no public in attendance. Mr Arthur Anae offered the karakia.

### 2. Apologies

Apologies were received from Mr Paul Cressey, Mr David Collings, Mr Pat Snedden, Mr Ron Dunham, and Mr Don Mackie.

**Moved:** Mr Bob Wichman **Seconded:** Mr Don Barker, **Carried:** Unanimously

### 3. Minutes of Previous Meeting

The minutes of the meeting held on 27<sup>th</sup> February were confirmed.

### 4. Matters Arising

- Standardised Intervention Ratios will be on the May Agenda and presented by Mrs Pauline Hanna.
- Ms Denise Kivell to provide an update at the May meeting regarding the MIT/AUT Campus co-location.

**Action:** Ms Denise Kivell to follow-up if Midwifery is included with the MIT/AUT services.

**Action:** Mr Ian McKenzie to present at the June meeting on Unplanned Re-admissions to Tiaho Mai.

### 5. Procedural Issues

#### 5.1 Disclosure of Interests Register

- Maori and Pacific committee members to update the Disclosure of Interests Register and forward to Mrs Christine Lockhart.

#### 5.3 Terms of Appointments

- At its meeting on 4<sup>th</sup> April the Board resolved that Pacific and Maori committee co-opted members' terms be extended to November 2008 to give continuity to committee work programmes following the DHB elections in 2007.

### Recommendation

- The Hospital Advisory Committee approved the extension of membership of co-opted members to November 2008 in line with the Board's recommendation.

**Moved:** Mr Arthur Anae **Seconded:** Mr Nuku Rapana, **Carried:** Unanimously

## 6. Board Advisory Committee Verbal updates

Members provided Advisory Committee updates.

**CPHAC:** Mrs Miria Andrews provided an update.

Key Points:

- Priority is on the consultation phase of the Three-year Primary Healthcare Plan

**PHAC:** Mr Arthur Anae provided an update.

Key Points:

- Pacific providers presentations were held and feedback at the next PHAC meeting

**DiSAC:** Mrs Miria Andrews provided an update.

- New appointed Disability Strategy Co-ordinator (Matthew Slade)
- Accessibility for vision impaired voters

**POU:** Mrs Miria Andrews provided an update.

- Treaty of Waitangi Update was to be presented by Stephen McKernan will now be rescheduled.

## 7. Open Committee Reports

### 7.1 GMs' Report

The report was taken as read and noted.

Key Points:

#### Surgical & Ambulatory Care

- Mr Alan Wilson provided an update on the financial performance for the service for March which had an unfavourable variance of \$250k, bringing the year to date figure to \$295k unfavourable.
- The Elective Surgical results in March were positive. YTD figures include subcontracted outputs from external private providers which total 393WIES (369 WIES excluding Gynae). Year to date the under-provision of 06/07 elective work is 257 WIES in comparison with the original forecast provided to the board. 200 WIES of this under-provision relates to IDF's overprovided on CMDHB patients by ADHB which has yet to be recognised leaving a real under-provision of 57 WIES.
- Very good performance continues to be made against ESPIs with CMDHB continuing to remain green overall. Key areas of risk and focus are ESPI 2 which is Paediatric Medicine where there are 170 patients waiting greater than six months for an FSA.
- Mr Don Barker raised there is a waiting list for Cataract FSA's. Mrs Pauline Hanna advised that they are working with ADHB for additional clinicians.
- Mrs Miria Andrews raised the question how we get a clear picture of GPs as they are not communicating with the community. Mrs Miria Andrews to raise this at the CPHAC for Mr Allan Moffit to answer.

**Action:** Mr Alan Wilson to provide an update on the Cataract FSA's at the next meeting.

Nettie Knetsch arrived at 9.30am

#### Kidz First/Womens Health

- Kidz First EC has remained low. Down by 88 against March 07. Mr Gary Jackson presenting on admission rates and national average in the HAC May meeting.
- Neonates picking up quite significantly, reflecting the increased cot capacity, sitting on 28 babies every day. The unit has become incredibly busy with new admissions in February and the first week of March resulting in the Unit having to close to new admissions on various occasions.
- Paediatrics Surgical electives increased coming from ORL procedures and also from Orthopaedics and burns.
- Kidz First Outpatients review showing the impact of increasing referrals combined with the increasing number of children with disabilities and/or chronic conditions requiring frequent reviews. A proposal for following up EC and Ward discharges at Kidz First and therefore freeing up more capacity at SuperClinic for FSAs developed and anticipated to be approved by Paediatric consultants in April for implementation in May/June.

- Maternity 692 deliveries were recorded for the month 61 more than March 06. Community primary maternity units being up 48% for the month.
- The overall number of caesarean sections continues to be predominantly acute caesarean sections around 70% which is in line with expectations.
- Exploring different models of care by using nursing and health care assistance workforce to be trained to work with midwives and medical staff in the more acute areas (Delivery Suite) as well as assisting in the postnatal areas across MMH and Community Units.
- Gynae elective volumes work plan consisting of forecasting April-June volumes, backfilling all potential theatre list cancellations due to leave or inexperienced RMOs and contracting further volumes out to the private sector.

**Action:** Nettie Knetsch to provide a breakdown of ethnicity of birth for Mr Arthur Anae.

#### **Medicine/Acute Care/Clinical Support**

- Middlemore Hospital Emergency Flow paper being presented was presented to EMT outlining the program and high level project plan for improving MMH Emergency Care Flow. This incorporates previous work following the Angela Peddar visit and by Andrienne Adams on Delays in EC. This program will be known as “Putting the Patient First”.
- The question was raised by the HAC group that there is a need to start the strategies now before winter kicks in from June.
- Mr Arthur Anae raised the question and challenged how can we make the patients wear slippers or something on their feet to stop infection. Mr Bob Wichman also commented that the wards should have sensitive taps to stop infection.

**Action:** Ms Denise Kivell to raise this with the infection control group.

The report was accepted.

**Moved:** Mr Bob Wichman **Seconded:** Mr Arthur Anae, **Carried:** Unanimously

### **7.2 Financial Performance**

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

Key Points:

- Overall March’s result for the Provider arm was a surplus of \$468k for the month, an \$875k favourable variance against budget and \$2,350k favourable variance YTD.
- Nursing External Bureau costs for the Provider Arm for the month were \$184k compared with \$165k for the same period last year, which was mainly used to cover sick leave and vacancies.
- Revenue of \$2.1m has been deferred in the provider arm to offset the additional electives underperformance and a further \$1.9m has been deferred for the main contract underperformance.
- Payrolls performance continues to improve, with a continued focus on resolving outstanding issues and improving processes.
- The 2007/08 District Annual Plan was sent off to the MoH with an operating breakeven financial position for 2007/08.
- CMDHB total MoH WIES volumes for March 07 were 3% (157 WIES) less than contract and down 2% (120 WIES) on March 06.
- Renal Dialysis volumes are running 4% more than March last year and 5% more YTD that the same period in 05/06.

**Action:** Mrs Pauline Hanna to provide a full report on Renal Dialysis for the June meeting.

**Action:** Tony Hickmott to provide additional information on ACC actual volumes.

### **7.3 Clinical/Quality Report**

Ms Denise Kivell provided a verbal update on Quality and Risk.

Key Points:

- The complaints report writing training was completed in late February and work is underway by the project team to develop the service specific report templates.
- Incident module implementation phase one is underway with the incident categories being reviewed by the specialist areas for completion early March. Extensive education and communication plans are under development.
- Document Management project consists of replacing the current software (Netit) and the review of processes used to develop and publish documents on SouthNet. The new system will provide a central, managed repository for our corporate documents and managing the documents life cycles including archiving, versioning and approval processes.

- It was noted that Dr Pat Frengley has tendered his resignation from the positions 'External Auditor of Clinical Standards and the Responsible Person'.
  - Mrs Miria Andrews raised the question will Senior Management plan to fulfil this role?
- Action:** Letter of acknowledgment of Dr Pat Frengley's resignation on behalf of Hospital Advisory Committee. Mr Don Mackie to provide clarification of the role and what is the next step?

#### **7.4 healthAlliance Report**

The report was taken as read and noted.

Key Points:

- The Kiwisaver is a significant change for pay processing and recruitment teams. There is a very little 'contingency' time left in the implementation plan.
- Microsoft commissioned an audit of compliance with their licensing agreement. One the findings are made available will be able to access the level of compliance and whether any corrective actions are required.

The report was accepted.

**Moved:** Mr Arthur Anae **Seconded:** Mr Don Barker, **Carried:** Unanimously

The Committee resolved (moved Mr Arthur Anae/seconded Mr Nuku Rapana that the public and media be excluded from the item on ESBL, Industrial Relations, FMP 2 Management Group Project Status Summary Report, 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.

#### **8. Presentations**

There were no presentations.

#### **9. General Business**

Mr Paul Cressey and Mr Don Barker advised they will not be available to attend the June meeting.

Mr Bob Clark closed the meeting with karakia. Meeting closed at 10.57am.

#### **10. Next Meeting**

To be held Tuesday 22<sup>nd</sup> May 2007 at 9.00am, Meeting Rooms 2 & 3, Staff Centre, Level 2, Middlemore Hospital.

Signed as a true and correct record on the 22<sup>nd</sup> day of May 2007.

Chair: **Airini Tukerangi**

Recommendation (moved **Mr Bob Wichman**/seconded **Mrs Miria Andrews**)

**The minutes of the meeting of Counties Manukau District Health Board Hospital Advisory Committee of 24<sup>th</sup> April 2007 are approved.**