

Minutes of the Hunter New England Local Health District Board

Eighty Fifth Meeting

17th April 2019

Venue: District Headquarters Building

Present

Associate Professor Lyn Fragar (Chair), Dr Helen Belcher, Dr Martin Cohen, Dr Ian Kamerman, Ms Lyn Raines, Mr Peter Johnston, Dr Patrick Farrell, Dr Felicity Barr, Mr Fergus Fitzsimons, Mr Ben Wilkins and Dr Stephen Pryde

Apologies

Mrs Janelle Speed and Mrs Barbara Clark

In Attendance

Mr Michael DiRienzo, Ms Karen Kelly, Dr Paul Craven, Dr Stephen Oakley (Medical Staff Executive Council) and Ms Kylie McNamara

Order of Business: 1.1 – 1.6; 3.3.1; 2.1; 2.5.1; 2.2-2.5; 3.1-3.2; 3.4-9.3

WEDNESDAY 17th APRIL 2019 COMMENCING AT 9:00AM

TOUR OF IMAGING SERVICES, JOHN HUNTER HOSPITAL

The Board was provided with a tour of Imaging Services at John Hunter Hospital, led by Dr Olanunbo Olalare, Director Medical Imaging and Breastscreen NSW.

BUSINESS OF THE MEETING

PRELIMINARY

1.1 Welcome, Apologies and Acknowledgment of Country

The Chair, Professor Lyn Fragar opened the meeting at 9:40am.

The Board Chair ACKNOWLEDGED the traditional owners of the country on which the meeting was held and paid respects to elders past and present.

The apology of Ms Janelle Speed was accepted.

1.2 Conflicts of Interest

There were no conflicts of interest declared by Board members.

1.3 Adoption of Minutes

The minutes of the meeting held on 19 and 20 March 2019 had been circulated. The minutes were ADOPTED by the Board.

1.4 Action List

Progress on action items was DISCUSSED and NOTED by the Board.

1.5 Board Chair Report

The Board Chair provided a verbal report that included:

- She had represented the Board and Chief Executive at Annual Closing the Gap Forum – a very good event and well received.
- The Aboriginal Health Committee meeting was deferred for this month due to lack of quorum.
- The Chair NOTED that the NSW Coalition Government had been re-elected and that the Hon Brad Hazzard had been re-appointed NSW Health Minister. A letter will be drafted to the Minister to congratulate him on behalf of the Board and Executive on his appointment.

ACTION: Board Chair

1.6 Chief Executive's Report

The Chief Executive's report had been circulated in the business papers, this included the following:

- Appointment of Chief Executive, South East Sydney LHD
- General Manager appointment, Hunter Valley Sector
- NSW Health Mental Health Branch
- MRI Licences
- Special Commission of Inquiry into the Drug "Ice"
- Districtwide Close the Gap Forum 2019
- Palliative Care Nurses Network Forum – Tamworth
- Drought Mental Health Forum – Tamworth
- Intra Oral Cameras within Multi-Purpose Services
- Primary Health Network
- Harmony Day and reflecting on Christchurch
- Into the Dreaming palliative care launch
- Election Commitments

- John Hunter Health Precinct Development
- New Maitland Hospital Update
- Chief Executive Leave

The Board DISCUSSED and NOTED the information in the Chief Executive Report, and CONFIRMED the actions being made by the Chief Executive.

COMMUNITY – THE PEOPLE WE SERVE

2.1 Community and Consumers Partnership Committee Minutes

There were no papers for this meeting.

2.2 Good Health Committee

There were no papers for this meeting.

A meeting with Justice Health is scheduled for 9 May 2019, in relation to progress on working collaboratively.

A presentation given at most recent Good Health Committee meeting held on Tuesday 16 April 2019, to be emailed to Board.

ACTION: Board Secretariat/Dr Helen Belcher

2.3 Aboriginal Health Committee Meeting

There were no papers for this meeting.

2.4 New Business

There was no new business relating to COMMUNITY – THE PEOPLE WE SERVE.

2.5 For Information

2.5.1 Board Rounding – 2018 Community Partnership Forum.

The Board NOTED the brief provided, that will be provided as feedback to Health Committees with minor amendment.

ACTION: Board Secretariat/Ms Jane Gray

SERVICE – THE SERVICE WE PROVIDE

3.1 District Clinical Council Minutes

The report and minutes from the meeting held on the 13 March 2019 had been circulated in the business papers.

A verbal update was provided by Dr Patrick Farrell on the most recent District Clinical Council meeting, which was held on Wednesday 10 April 2019. Two presentations had been given:

- Intensive Care Stream
- Chronic Disease network

The report, minutes and verbal update were NOTED by the Board.

3.2 Medical Staff Executive Council Report

There were no papers for this meeting.

3.3 New Business

3.3.1 Cardiology Services – New Maitland Hospital.

The Board DISCUSSED the brief provided and ENDORSED the recommendations of the specialist leaders and executive.

3.4 For Information

3.4.1 Introduction of four week menu at MPS. The paper provided was NOTED by the Board.

SAFETY AND QUALITY – EXCELLENCE – EVERY PATIENT, EVERY TIME

4.1 Health Care Quality Committee (HCQC) Minutes

There were no papers for this meeting.

The Board requested that the Health Care Quality Committee consider whether action should be taken in relation to the design of the Patient Survey Strategy.

ACTION: HCQC Chair

The Chair invited Dr Martin Cohen to lead discussion regarding board monitoring of Safety and Quality. There was interest in working further to develop a more robust and suitable approach, that will be followed up at future meetings. Dr Martin Cohen will distribute further papers for Board consideration.

ACTION: Dr Martin Cohen

4.2 New Business

4.2.1 Patient Reported Measures. The brief that was provided was NOTED by the Board.

4.3 For Information.

4.3.1 Safety and Quality Accounts Feedback. The paper provided was NOTED by the Board.

LUNCH WITH JOHN HUNTER HOSPITAL IMAGING CLINICIANS

Board members were joined by clinicians from the Imaging Service at John Hunter Hospital over lunch. The following was discussed and NOTED:

ACHIEVEMENTS

1. In relation to Quality and Safety -
 - The diagnostic imaging accreditation scheme – audited externally and always successfully passed. When any “needs for improvement” are flagged the service focusses on this moving forward.
 - Radiation safety is understood by staff very well.
 - The General Manager at John Hunter Hospital is very hands on and receives feedback on the service, the service has a very good relationship with these staff.
2. The Service has grown from a hospital service to a local network to an area service successfully.
3. Very good staff retention.
4. Very good experiences around interventional work.
5. Breastscreen –
 - Follow up for 5 years past diagnosis with breastscan – Significant improvements to the wait list for this service has occurred. Staff are very happy with outcomes.
 - Very proud of the high tech equipment they use (ie. new MRI).
 - Breastscreen – highest participation in state, work relentlessly to maintain this position.
6. 20 MRI licenses, 4 of which are within HNELHD, which is an advantage for patients that live in remote areas, prevents them having to travel quite as far.
7. Training opportunities are very important and made a priority for the team.
 - Continuously train employees, in this will continue to be a focus. Much more invested in regional areas for training of staff (ie. Narrabri).
 - 12 registrars in JHH, Maitland Hospital and the Calvary Mater, as well as sub-speciality interest from most of the specialists, various skill sets across the service.
8. Interventional radiology - oncology where radiographers play a role. Highly complex workload.

- Report to LHD as well as the Cancer Institute – a number of measures followed on in between accreditation periods. There were over 12 measures not being met, under guidance from the service Manager and the Chief Executive these have been substantially reduced.
 - In a 12 month period, all recommendations have been met in relation to Breastscreen misdiagnoses.
 - Community engagement is very important in the service and this is a continued focus.
9. The service has Marketing staff who follow up with patients.
 - Have built a strong relationship with GPs.
 10. Nurses are doing a transition program from IV station to oral station – big change for patients, and success with the program is reducing the waitlists from approximately 6 months to 3 weeks.
 - Essentials of care – patient stories. Taken this on board in the service, to alleviate fear in patients.
 - The radiographers talking to the patients beforehand alleviates stress on the patients (ie. explaining advantages of new equipment, for example larger space now).
 11. From a finance perspective the service is transparent, draft budget is given to all Management Accountants, and ensure the service is financially sustainable (ie. recruitment episodes are followed up to ensure they are within the FTE budget).

CHALLENGES TO BE ADDRESSED

1. Workforce shortage – interventional radiology, strategies in place, trying to keep trainees in house is one of these strategies (lots of forward planning).
2. Paediatric radiology – issue for the whole state.
3. Spend a lot of time looking at how they can improve their service

The Chair THANKED staff for joining the Board for lunch and CONGRATULATED the service on their achievements, both as a team and as individuals. The Board and Chief Executive REQUESTED that their THANKS forwarded to all staff within the service.

RESOURCES – MANAGING OUR SERVICES WELL

5.1 Finance and Performance Report

The Finance Management reports for the month ending 31 March 2019 had been circulated in the business papers. The Board DISCUSSED and NOTED the Finance and Performance Report.

Deep Dive – Mr Fergus Fitzsimons had chosen to reflect on the rigorous review by District personnel of the valuation report. The attention to this detail by staff was COMMENDED. Fergus Fitzsimons was THANKED for his report.

5.2 Finance and Performance Committee Minutes

The report and minutes of the meeting held on 18 March 2019 had been distributed in the business papers. The minutes were NOTED by the Board.

5.3 Audit and Risk Management Committee

The report and minutes of the meeting held on 7 March 2019 had been distributed in the business papers. The minutes were NOTED by the Board.

The Board ADOPTED amendments to the Audit and Risk Management Committee charter.

5.4 Work, Health and Safety Report

The report was distributed in the business papers. The report was DISCUSSED and NOTED by the Board.

5.5 New Business

5.5.1 Service Agreement 2019-20

The Board NOTED the brief provided and ENDORSED recommendations made by the Chief Executive.

5.6 For Information

There was no further information relating to RESOURCES – MANAGING OUR SERVICES WELL for this meeting.

POSITIONING FOR THE FUTURE

6.1 Innovation and Research Report

A paper had been distributed in the business papers. The paper was NOTED by the Board.

6.2 New Business

There was no New Business relating to POSITIONING FOR THE FUTURE for this meeting.

It was AGREED that the current Strategic Plan should be circulated to all Board members for their reference, in readiness for the upcoming review of the Strategic Plan.

ACTION: Board Secretariat

6.3 For Information

6.3.1 ACSC Cyber Security “Essential 8” Board Update. The brief provided was NOTED by the Board.

OUR STAFF AND WORKPLACE CULTURE

7.1 Medical and Dental Appointments Advisory Committee

The report of the meeting of the Medical Dental Appointments Advisory Committee held on 26 March 2019 was distributed with the business papers. The paper was NOTED by the Board.

7.2 New Business

7.2.1 HNE Health By-Laws

The Board DISCUSSED the brief provided and ENDORSED the recommendations for changes to the By-laws.

7.3 For Information

There was no further information relating to OUR STAFF AND WORKPLACE CULTURE for this meeting.

BOARD DEVELOPMENT

8.1 Board Performance Report

There were no papers for this meeting.

8.2 Board Members Development Report

It was NOTED that the Board had been provided with an update on Work Health and Safety in an education session prior to the Board meeting.

8.3 New Business

There was no New Business relating to BOARD DEVELOPMENT.

8.4 For Information

There was no new For Information relating to BOARD DEVELOPMENT.

MEETING REVIEW AND FEEDBACK

9.1 Member's issues not covered elsewhere

There were no papers for this meeting.

9.2 Feedback from the Previous Meeting

The feedback report from the May meeting had been distributed in the business papers.

The paper was NOTED by the Board.

9.3 Next Meeting

The next meeting will be held on 14 and 15 May 2019 in Muswellbrook Hospital and Scone Hospital.

The Board Chair, Professor Lyn Fragar closed the meeting at 3:10pm.