

## **Minutes of the Hunter New England Local Health District Board**

### **Eighty Sixth Meeting**

**14 and 15 May 2019**

**Venue: Muswellbrook Hospital  
and Scone Hospital**

**Present**

Associate Professor Lyn Fragar (Chair), Dr Helen Belcher, Mrs Barbara Clark, Ms Lyn Raines, Mr Peter Johnston, Dr Patrick Farrell, Mrs Janelle Speed, Mr Ben Wilkins, Dr Stephen Pryde and Dr Stephen Oakley (Medical Staff Executive Council)

**Apologies**

Mr Fergus Fitzsimons, Dr Felicity Barr, Dr Ian Kamerman and Dr Martin Cohen

**In Attendance**

Ms Elizabeth Grist, Ms Susan Heyman and Ms Kylie McNamara

Order of Business: 1.1 – 9.3

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## **TUESDAY 14 MAY 2019 COMMENCING AT 2.05PM**

### **AFTERNOON TEA WITH MUSWELLBROOK HEALTH COMMITTEE**

The Board was joined by the Muswellbrook Health Committee for afternoon tea. A number of Board Members had attended the Welcome Ceremony for the new facilities development.

The Board CONGRATULATED Peter Williams on his appointment of General Manager, Hunter Valley Sector.

The Health Committee and the Board Chair CONGRATULATED Wendy Hordern, Health Service Manager, and staff on the transition throughout the Hospital redevelopment, which has been a complicated process impacting on staff, patients and residents and community.

Matters that were DISCUSSED included:

- Hospital Development
  - The Health Committee has been kept very well informed.
  - The community has watched the progression of the redevelopment of the hospital, and has a positive outlook on health services and developments.
  - The Welcome ceremony was an important and well-run event. For the official opening there will be a lot of planning in relation to the best way for the community to do a walk-through.
  - There is satisfaction with the chemotherapy service – patient's reports that nurses within the chemotherapy service are fantastic, and not having to travel for chemotherapy is wonderful.
  - The renal service will be moving into their new space in the following week.
  - Car parking is always less than what the public would like, and during the redevelopment there have been parts of the car park cordoned off, so the public have been impacted more. It was confirmed there is a car park review going to take place.
- Telehealth is very well utilised.

Other matters raised were NOTED:

- The Shared services model with Scone may mean that some new mothers need to birth in Scone, or elsewhere in the District as appropriate (due to anaesthetist or obstetrician availability).
- Muswellbrook has only visiting paediatricians.

The Chair THANKED the Health Committee members for their commitment and feedback. The Acting Chief Executive ACKNOWLEDGED the wonderful support that Susan Heyman has provided to her employees during the redevelopment of Muswellbrook Hospital.

It was AGREED that, for future visits to health services, photos of Board members to be taken whilst they are in attendance at rural facilities/functions.

ACTION BY: Ms Susan Heyman

### **TOUR OF MUSWELLBROOK HOSPITAL**

The Board was given a tour of the Muswellbrook Hospital, led by Wendy Hordern, Health Service Manager, Muswellbrook Hospital and Peter Williams, General Manager, Hunter Valley Sector.

### **BUSINESS OF THE MEETING**

#### **PRELIMINARY**

##### **1.1 Welcome, Apologies and Acknowledgment of Country**

The Chair, Professor Lyn Fragar opened the business meeting at 4:20pm.

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

## **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 17 April 2019 had been circulated. The minutes were ADOPTED by the Board. The minutes will be published on the Hunter New England Health internet site.

ACTION BY: Board Secretariat

## **1.4 Action List**

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

Following the presentation on multicultural health, Acting Chief Executive, Elizabeth Grist clarified the increased use of sessional interpreters, including the increasing costs of the multicultural health service. The Board requested further information.

ACTION BY: Ms Elizabeth Grist

## **1.5 Board Chair Report**

The Board Chair provided a verbal report.

- The Board Chair has been interviewed by Nous Consulting Group in relation to an exercise undertaken by the Ministry in focussing on to leadership and clinical engagement.
- The Chair had received a briefing from the Chief Executive prior to his going on leave in relation to the financial allocation from the Ministry for 2019/20.
- The Chair reported that a review of the process for preparation of local health service Annual Reports is being referred to the Community and Patient Partnership Committee. These reports have created a very big workload at District level.

## **1.6 Chief Executive's Report**

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

- NSW Health Office Relocation
  - April SEF Meeting issues
  - NCAT Finding
  - Meeting with Minister Adam Marshall
  - 2019 Patient Experience Symposium
  - Drought Mental Health Forum – 20 May 2019 – Tamworth
  - Their Futures Matter is System Transformation
  - Appointment of Executive Director, Children, Young People and Families
  - Appointment of General Manager for the Hunter Valley Sector
  - Smoking during Pregnancy- It was AGREED that Smoking during Pregnancy to be an agenda item for discussion at upcoming Good Health Committee meeting.
- ACTION BY: Board Secretariat
- Lighthouse Hospital Project
  - Wee Waa Hospital Upgrade
  - John Hunter Precinct Update

The Board DISCUSSED and NOTED the information in the Chief Executive Report.

**THE MEETING WAS ADJOURNED AT 5:20PM**

**WEDNESDAY 20<sup>th</sup> MARCH 2019 COMMENCING AT 8:30AM**

**THE MEETING WAS RE-OPENED AT 9:05AM**

**TOUR OF SCONE HOSPITAL**

The Board was given a tour of Scone Hospital led by Judy Bernasconi, Health Service Manager and Peter Williams, General Manager, Hunter Valley Sector.

**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**

The report and minutes from the meeting held on 16 April 2019 had been distributed in the Board papers. The report was NOTED by the Board.

**2.3 Aboriginal Health Committee Meeting**

There were no papers for this meeting. The next meeting is planned for 18 June 2019.

**2.4 New Business**

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

**2.5 For Information**

There was no new information relating to COMMUNITY – THE PEOPLE WE SERVE for this meeting.

**SERVICE – THE SERVICE WE PROVIDE**

**3.1 District Clinical Council Minutes**

The report and minutes from the meeting held on 10 April 2019 had been circulated in the business papers. The report was NOTED by the Board.

There was discussion relating to Hospital Acquired Complications and Coding including strategies for Junior Doctors and Medical Staff. Elizabeth Grist to report back to Board after liaising with Prof Trish Davidson.

ACTION BY: Mrs Elizabeth Grist

*Choosing Wisely* guidelines have developed lists of recommendations of the tests, treatments and procedures that healthcare providers and consumers should question. District Clinical Council will be requested to advise on how their services comply with these recommendations, as a marker for quality care within each service.

ACTION BY: Dr Patrick Farrell

**3.2 Medical Staff Executive Council Report**

There were no papers for this meeting. Dr Stephen Oakley reported on activities to build the medical culture in the John Hunter Hospital.

**3.3 New Business**

There was no new business relating to THE SERVICE WE PROVIDE for this meeting.

### **3.4 For Information**

There was no new information relating to THE SERVICE WE PROVIDE for this meeting.

## **SAFETY AND QUALITY – EXCELLENCE – EVERY PATIENT, EVERY TIME**

### **4.1 Health Care Quality Committee Minutes**

The report and minutes from the meeting held on 1 May 2019 had been circulated in the business papers. The report was NOTED by the Board.

### **4.2 New Business**

#### **4.2.1 HNELHD Disaster Preparedness**

The Board DISCUSSED the brief provided and ENDORSED the recommendations of the District and disaster management team.

### **4.3 For Information**

There was no new information relating to SAFETY AND QUALITY for this meeting.

## **MORNING TEA WITH SCONE HEALTH COMMITTEE**

The Board was joined by the Scone Health Committee representatives for morning tea.

Community feedback and health matters raised by the Scone Health Committee included:

- Buildings and facilities
  - Interest in whether staff accommodation at the campus is a possibility. There is a shortage of midwives, so some have to travel to work here, therefore requirement for accommodation is needed.
  - The Executive Director Infrastructure and Planning visited the District the day prior to the Board meeting.
- Wayfinding – signposting could be improved. Hunter Valley sector did wayfinding exercise two years ago, with different local health committee members going to different sites. Signage has been upgraded at redeveloped hospitals, the sector is in the process of doing the same exercise at Scone Hospital.
- Medical Staffing - There are currently 11 doctors in Scone, most of which live here (this number has doubled in the past 10 years). However, there is a retirement of doctors that is impacting the area, the District has not been able to replace them.
- The Annual Report provided by the committee was comprehensive, and there are plans for getting the health information into the community by way of function at RSL or similar – still at discussion stage.
- The Committee feels that Hunter New England Health is particularly well run, especially for the size of the District and how diverse the population is. There are many complexities – food services, medicine, parking, buildings.

The committee CONGRATULATED the Executive.

The Board CONGRATULATED and THANKED the Committee for working so well with local management and being such a great advocate for the health service provided in Scone. The Acting Chief Executive will pass on to Mr Michael DiRienzo, Chief Executive the commendation from the Scone Health Committee.

ACTION BY: Mrs Elizabeth Grist

## **RESOURCES – MANAGING OUR SERVICES WELL**

### **5.1 Finance and Performance Report**

The Board DISCUSSED and NOTED the Finance and Performance Report.

### **5.2 Finance and Performance Committee Minutes**

The report and minutes of the meeting held on the 16 April 2019 had been distributed in the business papers. The report was NOTED by the Board.

The Board NOTED the advance notice of funding for 2019-2020. Once the state price has been determined, the Chief Executive will bring a report back to Board to advise on real impact on the District.

ACTION BY: Chief Executive

### **Performance Measures Deep Dive – presented by Peter Johnston**

Peter Johnstone reported on the KPI – Hepatitis C Antiviral Treatment, noting that this is a very effective treatment, with a view to eradicate the disease in the not too distant future. The data in the graph appears to have some anomalies.

Peter Johnston was THANKED for his report.

It was AGREED that the Board should receive an update on public health KPIs by Dr John Wiggers, at a time to be determined.

ACTION BY: Board Secretariat

### **5.3 Audit and Risk Management Committee**

There were no papers for this meeting.

### **5.4 Work, Health and Safety Report**

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

Email Work, Health and Safety presentation to Ms Barbara Clarke and Ms Janelle Speed.

ACTION ITEM: Board Secretariat

### **5.5 New Business**

There was no new business relating to MANAGING OUR SERVICES WELL for this meeting.

### **5.6 For Information**

5.6.1 2019/20 Purchasing Negotiations. The Board NOTED the brief provided.

## **POSITIONING FOR THE FUTURE**

### **6.1 Innovation and Research Report**

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

### **6.2 New Business**

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

### **6.3 For Information**

There was no new information relating to POSITIONING FOR THE FUTURE for this meeting.

## **OUR STAFF AND WORKPLACE CULTURE**

### **7.1 Medical and Dental Appointments Advisory Committee**

The report and minutes of the meeting held on 30 April 2019 had been distributed with the business papers. The paper was NOTED by the Board.

## **7.2 New Business**

There was no new business relating to OUR STAFF AND WORKPLACE CULTURE.

## **7.3 For Information**

There was no new 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**

There were no papers for this meeting.

### **8.3 New Business**

There was no new business relating to BOARD DEVELOPMENT.

### **8.4 For Information**

There was no new information relating to BOARD DEVELOPMENT.

## **MEETING REVIEW AND FEEDBACK**

### **9.1 Member's issues not covered elsewhere**

The paper was NOTED by the Board.

### **9.2 Feedback from the Previous Meeting**

The feedback report from the April 2019 meeting had been distributed in the business papers.

The paper was NOTED by the Board

## **LUNCH WITH SCONE HOSPITAL CLINICIANS AND STAFF**

The Board was joined by the staff and clinicians from Scone Hospital over lunch. Staff from several clinical streams at Scone Health Service were present - General ward, Emergency Department, Administration, Pharmacy, Quality and Safety, Midwifery, Community Health, VMO medical Staff, Obstetrics, Theatres, Maintenance, Anaesthetics.

The following topics were DISCUSSED and NOTED:

- A concern regarding waste and sustainability. It was confirmed this is a strategic direction the Board plans to pursue across the District.
- Quality and Safety
  - There is a focus on operational/frontline quality. Sector Star Awards are being held later this month – recognising staff locally.
  - Patient hand hygiene project with a focus on pre-meal hand hygiene ie. hand wipe on meal trays.
  - Consumer led auditing is being rolled out.
  - Medication reconciliation is a focus – train the trainer workshop has been held with nursing staff.
  - Collaboration with MEHI sector around national standards and accreditation standardisation.
  - Patient fall rate is reducing, the focus has been on falls in Excellence coaching.

- Working in a rural setting there is a sense of community, which is enjoyed by staff.
- Across the sector in community health there is staff and client rounding. Physiotherapy service is combined in Scone/Muswellbrook. Integrated and liaised with other services and have more a multi-disciplinary approach to falls. Communication and collaboration is strong.
- Sector based audit – quality measure, performance measure are run the same across all the services within the District.
- For Community Health – better health screening, takes place on a regular basis. Builds relationships with other services
- The service has a partnership with Royal Far West for the community bus stop for children. Screening clinics for children under school age are held to screen hearing, speech, fine motor skills, oral health, child and family health nurses, aboriginal health liaison officers and dieticians.

The following issues were DISCUSSED and NOTED:

- There are inter hospital transfer delays, it is felt these may be due to Ambulance NSW having a centralised dispatch process (there is sometimes a lack of understanding about geography in the District).
- Waitlists are quite extensive to see a paediatric ENT specialist. Discussion around liaising with Royal Far West was suggested by Dr Stephen Pryde.
- Navigating NDIS versus health services is challenging.
- Maternity services – some concern around lack of obstetricians in the Scone area. Confirmed this is an issue that is currently being discussed with Dr Henry Murray.

The Board THANKED clinicians for the work they do day in and day out and CONGRATULATED them for their achievements.

### **9.3 Next Meeting**

The next meeting will be held on the 19 June 2019 at Maitland Hospital.

It was AGREED that the address for the site of the New Maitland Hospital be provided each Board member with the agenda so that Board members are able to do a drive by.

ACTION: Board Secretariat

Meeting closed at 2:20pm.