

**Nepean Blue Mountains Local Health District
Board Meeting**

DATE: 16 March 2022 TIME: 4.00pm – 6.30 pm

VENUE: Boardroom,
Blue Mountains District ANZAC Memorial Hospital

MINUTES

Attendees: (P) Present (A) Apology (Ab) Absent (Nr) Not Required

BOARD MEMBERS			
The Hon. Peter Collins, AM QC (Chair)	P	Mr Robert Lagaida	P
Mr Murray Austin	P	Dr Peta Seaton, AM	P
Associate Professor Stephen Fuller	P	Dr Nhi Nguyen	P
Professor Ian Seppelt	P	Mr Clarke Scott	A
NBMLHD EXECUTIVE & STAFF			
Ms Kay Hyman, Chief Executive	P	Mr Brett Williams, Director Hospital Services (via TEAMS)	P
Ms Jacqui Clark, Director People & Culture (via TEAMS)	P	Ms Julie Williams, Director Nursing & Midwifery (via TEAMS)	P
Mr Luke Bellman, A/Director Finance & Corporate Services (via TEAMS)	P	Dr Karen Arblaster, Director Allied Health, Research & Strategic Partnerships (via TEAMS)	P
Ms Vanessa Clements, Director Planning, Redevelopment & PMO (via TEAMS)	P	Ms Debbie Wyburd, Director Clinical Governance (via TEAMS)	P
Mr Paul Grocott, A/Director Media & Communications (via TEAMS)	P	Ms Cathy Crowe, Director Community & Integration (via TEAMS)	P
Prof Mohamed Khadra, Director Strategy & Innovation (via TEAMS)	P		
MEDICAL STAFF COUNCIL & JUNIOR MEDICAL STAFF REPRESENTATIVES			
Dr Eddy Fischer, Chair, Nepean Medical Staff Council (via TEAMS)	P	Dr Jim Kalantar, Chair Blue Mountains Medical Staff Council	P
Dr Daniel Pellen, Mental Health Medical Staff Council (via TEAMS)	P	Dr Stephen Prineas, Blue Mountains Medical Staff Council	P
Dr Arman Babajanyan Blue Mountains Medical Staff Council (via TEAMS)	P		
WENTWORTH HEALTHCARE LIMITED (Primary Health Network)			
Ms Lizz Reay (via Skype)	A		

1. OPENING AND ACKNOWLEDGEMENT OF COUNTRY

The Chair opened the Nepean Blue Mountains Local Health District (NBMLHD) Board meeting with an Acknowledgement to Country. Apologies were noted.

2. Wentworth Healthcare Limited (Primary Health Network)

Nil report.

3. FEEDBACK FROM MEDICAL STAFF COUNCIL

The Chair welcomed the Medical Staff Council representatives to the meeting and asked for their respective reports.

3.1 Nepean Medical Staff Council

Dr Fischer reported on behalf of Nepean Medical Staff Council. Members were advised of the ongoing demands on the Nursing and Medical Staff.

3.2 Blue Mountains Springwood Medical Staff Council

Dr Kalantar reported on behalf of the Blue Mountains & Springwood Medical Staff Council and the following was noted:

- Building momentum for a new hospital in the Blue Mountains, noting ongoing support from the local community, especially the Katoomba Chamber of Commerce.
- Appointment of four staff specialist and lack of space within Blue Mountains Hospital.

Dr Prineas requested greater flexibility when medical staff are appointed so they can work across facilities throughout the district. The Chief Executive outlined the appointment process for medical staff, noting that there are differences in the requirements for staff specialists and visiting medical officers. Members noted that one of the benefits of Clinical Streaming is workforce attraction and retention.

The Chair noted the Katoomba Chamber of Commerce meeting held on 2 February 2022. The Chair stated that the Board is committed and fully supports the need for a new Hospital in the Blue Mountains. The Chair stated that the District has identified this was a capital investment priority in submissions to the Ministry of Health and will continue to advocate for a new hospital. Dr Seaton brought attention to the Government, Federal and State recognise that there is a need.

Ms Clements reported on the positive feedback received from NSW Health on the District's priorities to improve and upgrade existing services. Members noted that Strategic planning is the appropriate process to highlight what services the District would like to upgrade.

Dr Babajanyan reported on the Children's ward at Blue Mountains Hospital and those patients that needed to be transferred to Nepean due to shortages in nursing staff levels as a roll on effect from COVID-19.

Action: Director Hospital services to provide a report at the April Board meeting regarding staffing of paediatric beds and special care nursery.

3.3 Mental Health Medical Staff Council

Dr Pellen reported on behalf of the Mental Health Medical Staff Council noting that initial discussions with regard to the mix of staff specialists and visiting medical officers have occurred and will continue.

4. DECLARATION OF CONFLICTS OF INTEREST

The Chair asked members to advise any changes to the conflicts of interest register. Nil were noted.

5. MINUTES OF PREVIOUS MINUTES

Minutes of the meeting on Wednesday, 15 December 2021 were accepted as a true and accurate record of the meeting.

Moved: Dr Seaton
Seconded: Prof Seppelt

Action: Endorsed by the NBMLHD Board.

6. CHAIRMAN'S REPORT

The Chair reported on the following:

- New hospital in the Blue Mountains local media activities.
- New Board member appointments.
- NSW Health Board Member Conference on Monday, 28 March.
- NBMLHD Board Orientation session on Wednesday, 6 April. The Chair stated that current Board members are welcome to attend.
- Nepean Clinical Tower open day on Saturday, 12 March.
- Nepean Redevelopment Stage 2 Arts and Culture selection of artwork.

The Chair acknowledged the service of Mr Clarke Scott whose term expires on Friday, 16 March. The Chair stated that Mr Scott was a valuable member of the NBMLHD Board.

The Chair congratulated Dr Nhi Nguyen who has been awarded Penrith Local Woman of the Year. The Chair stated that this award is well deserved especially with Dr Nguyen's commitment and dedication to the community of Nepean Blue Mountains Local Health District.

7. CHIEF EXECUTIVE REPORT

Members noted the CE report for the month of March 2022. The Chief Executive brought attention to the following:

Healthy People and Communities

COVID-19 Update

The CE reported that the District continues to have an average of new 500 cases per day, with more than two thirds being self-reported Rapid Antigen Tests. Members noted recent increase both locally and across NSW. The Chief Executive stated that the number of furloughed staff has increased.

The CE highlighted that the District Residential Aged Care Facilities have reached 100% vaccination status.

Community Open Day for the Nepean Hospital Clinical Tower

The CE reported on the Open Day held on Saturday, 12 March. Members noted that this was an opportunity for the local community to have an exclusive look at the new, world class facility. The Community was given guided tours of a typical ward, birthing suites, Neonatal Intensive Care Unit, operating theatres, recovery and the Emergency Department. Subject matter experts were available at each location to answer questions.

Members noted that community input has been an integral part of the design since the Redevelopment was announced in 2016. The Chief Executive brought attention to the overwhelmingly positive feedback from the public.

Smoking Ceremony – Nepean Hospital Clinical Tower

The CE reported that local Aboriginal Elders provided a Smoking Ceremony of the Nepean Clinical Tower on Thursday, 10 March. Members brought attention to the ceremony's traditional significance of cleansing each floor to represent a new beginning for all patients and communities.

Exceptional Patient and Consumer Experiences and Outcomes

Hawkesbury District Health Service Contract

The CE reported that the Hawkesbury District Health Service (HDHS) contract expires on 30 June 2022. Members were provided with an update from NSW Health regarding management of this process. The Chief Executive advised that a formal response is awaited from St John of God HealthCare.

Surgery Performance

The CE noted the January Surgery Dashboard demonstrates that the District continues to perform well compared to peers in what continues to be a difficult period for surgical services across NSW. Members noted that the District returned to 100% elective surgery from 28 February but this has not been sustained due to the recent floods.

SurgiNet now Live

The Chief Executive reported SurgiNet, the new pre-operative / peri-operative / recovery solution which integrates surgical care received within the Operating Suite and Endoscopy Unit into the Electronic Medical Record is now operational. Staff can now document and share information across all areas of surgical and non-surgical procedures making a single source of secure, current clinical information available for Surgery and Endoscopy. The CE acknowledge Prof Mohamed Khadra for his leadership in Surgery.

Ministry of Health Feedback on Capital Investment Priorities

Members were advised that NSW Ministry of Health have provided positive feedback on the District Capital Investment Priorities.

Talented, Happy and Engaged Workforce

COVID-19 Staff Feedback

The Chief Executive reported on the simple survey sent to all staff. The results will provide better understanding of the factors that influence staff satisfaction and resilience. The results will guide the actions we take to improve wellbeing among our people.

Workforce Safety and Wellbeing

Members were advised that preparation is underway for the influenza season. The staff vaccination program commences in April.

Members held discussion on the next COVID vaccination, people with disabilities and annual vaccination program that GPs provide to residential aged care facilities.

The Chief Executive reported that Dr Archana Sud is leading a program that reviews those patients that were admitted with COVID-19 to identify any long terms effects.

New Graduate Registered Nurses and Midwives

The Chief Executive reported that from Monday, 7 March saw the commencement of 61 new graduate Registered Nurses (RNs) within facilities and services of NBMLHD with additional new graduates to commence mid-2022.

Seven new graduate Midwives and 6 Student Midwives also commenced and District has also received two Rural Midwifery scholarships, one at Lithgow and one at Blue Mountains.

Aboriginal Medical Workforce

The Chief Executive reported that In February 2022 three Aboriginal medical officers were recruited to NBMLHD. These include a junior medical officer (JMO), a resident medical officer (RMO) and a staff specialist.

Hub for Research and Innovation

Research Grant achievements

The Chief Executive reported on the achievements of the District successful grant recipients. Members were advised of Prof Kazuaki Negishi research on restoring microvascular circulation with diagnostic ultrasound and contrast agent.

Responsible Governance and Financial Management

Year to Date (YTD) February Result

The Chief Executive provided members with an update on the Year to Date forecast for February 2022.

2022/23 Service Agreement Negotiations

The Chief Executive reported that the District has had the first negotiation meeting with NSW Ministry of Health for the 2022/23 Service Agreement. Members noted that the District discussed timelines, the fiscal environment, growth, population and purchasing adjustors. The Chief Executive advised there will be ongoing discussion and negotiations.

Somerset Cottage

The Chief Executive provided a briefing to the Board in reference to Somerset Cottage Early Childhood Education and Care Centre.

Action: This item to be discussed further at the May meeting.

Lithgow Community Private (LCP)

The CE provided members with an update on the discussions with Lithgow Community Private and their financial status.

Nepean Hospital and Integrated Ambulatory Services Redevelopment Report

Nepean Hospital Clinical Tower

The CE reported that the Nepean Hospital Clinical Tower was officially handed over to the District on 15 February 2022.

Nepean Redevelopment – Stage 2 Arts Presentation

The CE reported that on Monday, 21 February presentations by Artists for the main foyer project and a community engagement project were selected by the Chair and CE.

Office Accommodation

The CE reported on the ongoing discussions with Australian Salaried Medical Officers' Federation.

Dr Seaton brought attention to NSW Ministry of Health focus of key performance indicators and returning to business as usual. Mr Williams provided an update on the Emergency Treatment Performance activity and advised of the work on the streams and new strategies to improve access for the Emergency Department. Members were advised that winter planning is underway.

Section B – Appendices

1. NSW Ministry of Health – Vaccination Report
For information.
2. Blue Mountains Chamber of Commerce
For information.
3. NSW Ministry of Health Seclusion and Restraint
For information.

4. NSW Ministry of Health Feedback on Capital Investment Priorities
For information.
5. NBMBRIEF 21/1737 Somerset Cottage Child Care
For information.
6. Construction Update
For information.

Section C

1. NBMLHD KPIs by Directorate
For information.
2. NBMLHD Emergency Department – Elective Surgery and Hub Performance – March 2022
For information.
3. NSW Ministry of Health League Table – January 2022
For information.
4. Surgery Dashboard – January 2022
For information.
5. Media & Communications Board Report February 2022
For information.

8. NEPEAN FOUNDATION

The Chair provided members with an update from the Nepean Foundation:

- Nepean Foundation held their first Board meeting for Year 2022 and will continue to meet monthly.
- Two sub-committee have been established:
 - Events and Fundraising – Chaired by Mrs Jennine Leonarder-Collins
 - Marketing and Public Relations – Chaired by Mr Greg Allchin
- A research grant of \$25,000 has been approved for Cardiology.
- A supporter of the Foundation has offered to fund the development of the Nepean Foundation website, a promotional video and brochure.

9. WORK, HEALTH & SAFETY

9.1 Board Members' Advice to NBMLHD Executive

Nil Report

9.2 NBMLHD Executives' Advice to Board

Nil Report

10. ACTION SHEET

10.1 University of Sydney – Public Health Unit Master’s Student

Professor Fuller provided members with an update on the assistance of a Masters Student. Prof Fuller stated that he will advise when further information is available.

10.2 Clinical Coders working with Clinical Teams

The CE reported on Clinical Coders and their engagement with clinical teams. Members were advised:

- Documentation query process between coders and clinicians in place for each facility
- Nepean Hospital report on documentation query outcomes at their respective activity based management Committee meeting
- Virtual clinician engagement
- Regular audit of clinical coding with comparison provided
- Clinical coding audit results

Prof Seppelt highlighted the important work provided by Clinical Coders. Members asked for further information at the April meeting.

Action: Chief Executive to provide data on clinical coding for all LHDs across NSW, latest results from Metro LHDs including coding percentage error.

10.3 NBMLHD Board Orientation

The CE reported that the NBMLHD Board Orientation session has been confirmed for Wednesday, 6 April. Members noted that the session will highlight:

- A local overview of the District
- Executive leadership team directorates
- Board sub-committees

10.4 Research Committee – Prof Negishi – funds from MOH

The CE advised that no formal approach to the Ministry has been made for funding to join Sydney Health Partners or SPHERE.

11. CORRESPONDENCE IN

11.1 CM21/97780 Board complaint care and treatment of Ms Davies at Blue Mountains Hospital

11.2 CM22/2364 Response to Ms Gatt regarding care of Ms Davies at Blue Mountains Hospital

11.3 CM22/4412 Letter to the Chair regarding National Centre for Psychological Trauma

The Chair reported on the correspondence received from St John of God Healthcare. Members held discussion on potential impacts to the District especially with a deteriorating patient and how this will be managed. The Chair brought attention to activity implications for NBMLHD and the flow on effects for patient transfers.

Action: Mental Health to review potential implication on District funding and report at the April meeting.

11.4 CM22/10861 Letter to the Board – Thank you to staff in Emergency Department

The Chair advised that the ‘correspondence in’ is for noting.

12. CORRESPONDENCE OUT

12.1 CM21/97890 Acknowledgement to complaint regarding Ms Davies at Blue Mountains Hospital

12.1.1 CM22/2364 Response to Ms Gatt regarding care of Ms Davies at Blue Mountains Hospital

12.2 CM22/3831 Response to complaint regarding Mr John Bell Thomson at Nepean Hospital

12.3 CM22/10920 Response to Ms Nikitin acknowledging thank you letter to staff in the Emergency Department Nepean Hospital

The Chair advised that the ‘correspondence out’ is for noting.

13. COMMITTEE REPORTS

13.1 Aboriginal Health

Members noted that the attached Aboriginal Health Committee report.

13.1.1 CM22/4369 Aboriginal Health Governance Committee – Terms of Reference

In the absence of Mr Scott, members noted that the attached terms of reference is submitted for endorsement.

Moved: Dr Seaton

Seconded: Dr Nguyen

Action: Endorsed by the NBMLHD Board.

13.2 Audit & Risk Committee

Mr Lagaida reported that the next Audit & Risk Committee meeting will be held on 17 March.

13.2.1 CM22/4321 Audit & Risk Committee Charter

Mr Lagaida reported that the attached Audit & Risk Charter is submitted for endorsement.

Moved: Mr Lagaida
Seconded: Dr Seaton

Action: Endorsed by the NBMLHD Board.

13.3 Finance & Performance

Mr Lagaida reported that the Finance & Performance Committee meeting will be held on 21 March 2022. Reports will be available on the NBMLHD Board portal.

13.4 Health Care Quality Committee (HCQC)

Nil report.

13.5 Medical & Dental Staff Appointments Advisory Committee

Professor Fuller reported that the attached Medical & Dental Staff Appointments Advisory Committee report is attached for noting.

13.6 Integrated Care Joint Board

Members noted that the attached Integrated Care Joint Board Committee report.

13.7 Research

Mr Austin reported the Research Committee report is attached for noting.

13.7.1 CM21/32107 Research Committee Terms of Reference

Mr Austin reported that the attached terms of reference is submitted for endorsement.

Moved: Mr Austin
Seconded: Prof Seppelt

Action: Endorsed by the NBMLHD Board.

13.8 Strategy & Planning Committee

Professor Fuller reported that the attached Strategy and Planning Committee report is attached for noting.

13.9 Workforce & Culture

Members noted that the attached Workforce & Culture Committee report.

13.10 Work, Health & Safety

Members noted that the attached Work, Health & Safety Committee report.

14. BUSINESS WITHOUT NOTICE

Nil business without notice.

15. FOR INFORMATION ONLY

The Chair stated that he looks forward to welcoming new Board members to the April Board meeting. It was noted that Board Member allocations to Sub-Committee allocations for 2022 need to occur.

The meeting closed at 6.10 pm.

16. NEXT MEETING

Date: Wednesday, 20 April 2022
Time: 4.00pm – 6.30pm
Venue: Nepean Hospital Tower

Nepean Blue Mountains Local Health Board Minutes 16 March 2022.



The Hon. Peter Collins, AM, QC.

Date: 20 /04 / 2022