

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

DATE: 16 May 2018 TIME: 4.00pm – 6.30 pm

VENUE: Blue Mountains District ANZAC Memorial Hospital

MINUTES

Attendees: (P) Present (A) Apology (Ab) Absent

BOARD MEMBERS			
The Hon. Peter Collins, AM QC (Chair)	P	Mr Greg Allchin (Deputy Chair)	P
Mr Murray Austin	P	Dr Linda McQueen	P
Dr Andrew Keegan	P	Mr Joseph Grassi	P
Mr Gary Smith	A	Mr Colin Lenton	P
Ms Kath Skinner	P	Professor Jennifer Reath	P
Mr Clarke Scott	P	Associate Professor Stephen Fuller	A
Associate Professor Ian Seppelt	A		
NBMLHD EXECUTIVE & STAFF			
Ms Kay Hyman, Chief Executive	A	Mr Brendan Docherty, Director Operations	A
Ms Rebecca Beech, Director Finance	P	Ms Julie Williams,	P
Ms Caroline Noonan-Edwards, Director Media & Communications	A	Mr Kevin Hedge, Director Allied Health & Community Programs	A
Ms Kym Scanlon, Director Planning	P	Ms Debbie Wyburd, Director Clinical Governance	P
Ms Kim Maddock, A/ Director Nursing & Midwifery	P	Ms Sandra Creaner, A/Director Workforce People & Culture	P
MEDICAL STAFF COUNCIL & JUNIOR MEDICAL STAFF REPRESENTATIVES			
Dr Nhi Nguyen, Chair, Nepean Medical Staff Council	P	Dr Jim Kalantar, Chair Blue Mountains Medical Staff Council	P
WENTWORTH HEALTHCARE LIMITED (Primary Health Network)			
Ms Lizz Reay, CEO	A		

1. OPENING AND ACKNOWLEDGEMENT OF COUNTRY

The Chair opened the Nepean Blue Mountains Local Health District Board meeting with an acknowledgement of country.

1.1 Apologies were noted.

2. DECLARATION OF ANY CONFLICT OF INTEREST

Members noted the declaration of conflict of interest form.

3. MINUTES OF PREVIOUS MINUTES

The Chair brought attention to the previous minutes from the meeting held on 4 April 2018. Minutes were accepted as a true and accurate record of the meeting.

Moved: Mr Grassi

Seconded: Mr Lenton

Action: Endorsed by the NBMLHD Board.

4. CHAIRMAN'S REPORT

New Blue Mountains Hospital "one hospital in mountains"

The Chair thanked Dr J Kalantar and Ms Scanlon for the presentation and noted feedback from Health Infrastructure and NSW Ministry of Health that there is no funding for this project. The Chair advised members that the Board need to progress this and formalise concern that Blue Mountains District ANZAC Memorial Hospital and Springwood Hospital require updating.

Budget Issues

The Chair advised that Mr Grassi, Mr Lenton and he attend the LHD Finance & Performance meetings and are looking as a Board to try and correct the budget imbalance, which is currently \$10M unfavourable. The Chair noted this was for further discussion.

Mr Grassi brought attention to NBMLHD unfavourable position to budget. Members held discussion on the budget and key performance indicators.

Ms Beech reported on actions taken by NBMLHD, and advised the concerns raised by NSW Ministry of Health in relation to Emergency Treatment Performance (ETP), Elective Surgery Access Performance (ESAP) and Transfer of Care, as well as financial under performance. Ms Beech spoke about the financial performance bend the curve plan and the initiatives in place, and advised members that her team are working to prepare more detail on what will happen next year. Currently Ms Beech and her team are working closely with Nepean Hospital and expecting the final result to be \$18M unfavourable. It was agreed that the Board would be provided with information on performance reporting for information.

Action: Emergency Treatment Performance and Elective Surgery Access Performance data to be provided to the Board

Dr Keegan highlighted amendments to BUPA processes. Ms Beech advised members that the LHD performs well in coding and if medical records do not follow process the District does not receive the appropriate funding.

The Chair left the meeting at 4.45 pm. Mr Allchin was Acting Chair for the remainder of the meeting.

5. CHIEF EXECUTIVE REPORT

The Acting Chief Executive spoke to the report.

5.1 Appendix 1 Temporary Car Park Strategy - Members were provided with the temporary car park strategy for information.

5.2 Appendix HPRM 18/7334 NBMLHD and Blue Mountains City Council Letter of collaboration - Members noted attached letter information. Mr Allchin commented on the advantage of an agreement with all Councils within the District.

5.3 Appendix 3 HPRM 18/6436 NSW Ministry of Health – Health Legislation Amendment Act 2018 - Members noted the attached document.

5.4 Appendix 2.2 Consumer Engagement

The Acting Chief Executive informed members that the afternoon tea was the first time all consumers have come together and we have had great feedback. Ms Wyburd advised this will be an annual event for consumers, with over 100 and another group of 55 online and the rest involved in committees and working groups.

5.5 Appendix 2.5 Neonatal Intensive Care Unit

This Acting Chief Executive advised members this item had been discussed at the Health Care Quality Committee meeting.

The Acting Chief Executive informed members on the recent Serratia event in the NICU, Nepean Hospital. The source of the infection has not been identified and there has been environmental cleaning. The Acting Chief Executive advised that NICU was accepting Level 3 babies again and infected babies have been isolated.

Members were advised by the Acting Chief Executive that ward S4D is normally an overflow ward used for additional beds in winter however is currently being utilised for level 2 NICU beds.

Professor Reath raised concerns that the Board has not been advised on the NICU matter. Dr Nguyen also raised concerns about the impact on surge capacity for Nepean Hospital. Ms Wyburd advised Members will be debriefed in a weeks' time, and an RCA has commenced.

Action: The Board to be informed when the NICU is fully functional and safe.

Action: The Board to be updated on winter plans for surge beds at Nepean Hospital.

6. FEEDBACK FROM MEDICAL STAFF COUNCIL

Dr Nhi Nguyen, Chair Nepean Medical Staff Council advised members she has been very busy with the redevelopment team for stage 1 and 2, and Clinical Services Plan 2 will impact Clinical Services Plan 1 for services. Dr Nguyen also advised members that the third component of

the Nepean Hospital Emergency Department is opened and Dr Peter Flynn hopes this will have a positive impact on performance, with a dedicated paediatric area. Dr Nguyen also advised that there is heightened awareness about performance across the hospital.

Mr Allchin asked Dr Nguyen if there were problems with the planned expansion of NICU as part of the redevelopment. Dr Nguyen advised that there have been some issues and the redevelopment team design things on Australian building guidelines, in that process things fall short such as storage office or tearooms. The NICU want en-suite rooms for parents as part of the redevelopment build. Mr Allchin asked that the Medical Staff Council to report to the Board if there are any issues.

Action: For further discussion at the June meeting

Mr Grassi noted it would be useful for the Board to see how data is collected from service delivery to where it gets recorded. This idea was supported by Mr Allchin, as Acting Chair. Dr Nguyen advised it may also be useful for them to see the electronic journey board too.

Action: A/Chief Executive to make arrangements for Mr Grassi and Mr Lenton to see the ABM portal and electronic journey board and to report at July Board meeting.

Dr Jim Kalantar, Chair Blue Mountains District ANZAC Memorial Hospital advised that while ETP and ESAP is easier to control, there has been some bed block due to patients from Nepean who are difficult to transfer to nursing homes. Dr Kalantar also advised that it is important that the two basic trainees at Blue Mountains District ANZAC Memorial Hospital need to see more than nursing home type patients, and need to see some acute patients.

Action: For further discussion at the June meeting

7. WENTWORTH HEALTHCARE LIMITED (PRIMARY HEALTH NETWORK) – Nil report.

8. NBMLHD RESEARCH & EDUCATION FOUNDATION

Mr Grassi reported that the NBMLHD Research & Education Foundation agreement is still being negotiated and available for next Board meeting.

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 Before & After School Care, Nepean Hospital - Deferred to July 2018.

10.2 Data – Medical Students returning to NBMLHD

Members were provided with the data that outlined medical students who return to the District.

10.3 Trend data from HCQC and Finance & Performance Committee

Data will be available from the new financial year – July 2018. Ms Wyburd advised she is currently reviewing HCQC reporting and reporting from the Clinical Governance Unit.

10.4 New Interventional Procedures Assessment Committee (NIPAC) Terms of Reference

For information.

10.5 NBMLHD Research & Education Foundation Fundraising Agreement – Refer to Agenda item 8.

10.6 Internal Medicine – Nepean Redevelopment - Deferred to July 2018.

11. CORRESPONDENCE IN

11.1 HPRM 18/6975 NSW Ministry of Health – Nepean Blue Mountains Local Health District Performance

11.2 HPRM 18/7427 Letter to the Hon. Greg Hunt MP Minister for Health regarding Commonwealth funding for public hospitals

11.3 HPRM 18/8314 Letter of response from the Hon. Brad Hazzard MP regarding the development of third generation Robotic Surgery at Nepean Hospital.

11.4 HPRM 18/7878 NSW Ministry of Health re Nepean Blue Mountains Local Health District Board refresh

The Chair reported that the attached correspondence is for noting.

12. CORRESPONDENCE OUT

12.1 HPRM 18/7877 Letter to NSW Ministry of Health re Board member re-appointments

The Chair reported that the attached correspondence is for noting.

13. COMMITTEE REPORTS

13.1 Aboriginal Health

Ms Skinner advised an Aboriginal Health Committee meeting has been held.

Action: Quadrant report to be distributed to Board members.

13.2 Audit & Risk Committee Quadrant Report

Nil meeting.

13.3 Clinical Services Development

Dr Keegan advised Members the quadrant report is for information. Dr Keegan brought the following concerns to the Board's attention:

The second MRI has not progressed, Dr Nguyen advised members that she had neglected to mention the Medical Staff Council's concerns and the East Block undercroft ear marked three years ago has now been put on hold again. Dr Keegan noted that the Board need an explanation as to what has happened with the second MRI.

Action: Chief Executive to report on second MRI at next Board meeting.

13.4 Finance & Performance

Mr Grassi reported on the attached quadrant report.

NBMLHD IT Governance Quadrant Report

Members noted the attached Information Technology quadrant report.

Finance & Performance Quadrant Report

Members noted the attached information.

NBMLHD IT Governance Quadrant Report

Members noted the attached information.

13.5 Health Care Quality Committee (HCQC)

Professor Reath reported on the attached reports and advised Members of a presentation from John Taper regarding the risk of inappropriate use of anti-coagulants and clinicians are not following guidelines. Recently an RCA has commenced that related to inappropriate anti-coagulant usage. Professor Reath advised this issue will be discussed with Dr Peter Thomas, but understands this is a similar issue across other health services.

Ms Wyburd advised Members that the safety and quality account is due by end of October and will require Board sign off and will be sent to the September Board meeting. Ms Wyburd advised that input from the Board would be appreciated.

13.6 Medical & Dental Staff Appointments Advisory Committee (MDAAC)

Mr Allchin reported on attached report. Members that the Terms of Reference are not finalised.

13.7 Research Committee

Nil meeting.

13.8 Work, Health & Safety Committee

Nil meeting.

14 BUSINESS WITHOUT NOTICE

Nil report.

15 FOR INFORMATION ONLY

Nil report.

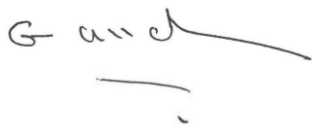
The meeting closed at 5.45. pm

16 NEXT MEETING

Date: Wednesday, 20 June 2018
Time: 4.00pm – 6.30pm
Venue: ICET West Block Nepean Hospital

Meet/Greet: Presentation to be advised
Time: 3.30pm – 4.00pm – prior to Board Meeting
Venue: ICET West Block Nepean Hospital

Nepean Blue Mountains Local Health Board Minutes 16 May 2018.



Mr Gregory Allchin, Deputy Chair

Date: 20 /06 / 2018