

**MINUTES OF THE MEETING OF THE
NORTHLAND DISTRICT HEALTH BOARD
HOSPITAL ADVISORY COMMITTEE**

**HELD ON MONDAY 6 MARCH 2017
TANGIHUA MEETING ROOM, TOHORA HOUSE, WHANGAREI HOSPITAL**

COMMENCING AT 9.00 AM

PRESENT

John Bain (Chair)
Sally Macauley
Sue Brown

Denise Jensen
Gary Payinda
Debbie Evans

IN ATTENDANCE

Nick Chamberlain, Meng Cheong, Andrew Potts, Neil Beney, Ian McKenzie, Jeanette Wedding, Mike Roberts, Harold Wereta, Kathryn Leydon, Delwyn Flower (minutes)

KARAKIA

Jeanette Wedding

APOLOGIES

Libby Jones

CONFLICTS OF INTEREST

The Chair reminded Board members that in keeping with agreed protocol, conflicts of interest should be declared on a meeting-by-meeting basis as issues arise

1. COMMITTEE MINUTES

1.1 Confirmation of Minutes

It was moved that the minutes of the meeting held on 28 November 2016 be approved

MOVED Sally Macauley

SECONDED Denise Jensen

CARRIED

1.2 Matters/Actions Arising

Presentation on new Mental Health model of care

- Presentation in next meeting

Presentation on the 'Choose Wisely' Initiative

- Chief Medical Officer will report back at the next meeting following attendance at workshop in "Choosing Wisely" on 30 March.

2. CHAIR'S REPORT

- No report

3. GENERAL BUSINESS

3.1 Clinical Pharmacy initiative and New Reporting

- Presentation:- Harriet Sands, Senior Clinical Pharmacist and Shane Chafin, Clinical Pharmacist Facilitator

The following parts were covered:-

- What does a pharmacist do?
- The speciality of 'hospital pharmacy'
- NDHB Medical Reconciliation
- Pharmacy Discharge Initiative
- Pharmacist Activity and Intervention Tracking
- Pharmacist Interventions
- Weekend Clinical Pharmacist Trial
- 2017 Endeavours and other considerations

4. SYSTEMS PERFORMANCE

4.1 Operational Report

Surgical

- Surgical services remain very busy with growth in acute surgery in addition to the requirement to provide more elective surgery, notably joint replacements, to achieve Ministry of Health requirements.

Outpatients/Cancer and Blood Services

- A large number of clinics were lost in January due to the effect of the junior doctors' strike. Additional clinics have been performed to avoid further delay and inconvenience for patients.

Radiology

- There is a demand for CT, MRI, and a PET-CT scan continues to grow at around 10-15% per year.
- Starship hospital radiologists have ceased to provide opinion on scans for patients unless the requesting DHB specifically funds the associated time.
- Waiting times for CT and MRI scans continue to exceed national targets reflecting growing demand in combination with capacity constraints.
- A new radiologist has been appointed and is commencing in July 2017 – Dr Thomas Ruder.

Pathology Services

- The laboratories remain busy. Good performance continues to be achieved with regard to infection control including hand hygiene rates and surgical site infections.

Older People and Clinical Support

- No drop in demand over December and January. Response to on-going electives is challenging for Physiotherapy, Occupational Therapy, District Nursing and Equipment Services.
- A review of Pharmacy services is underway to match capacity and demand.

Medical

- It's been a steady December and January, and February is trending to be a busy month also.
- Acute Medical Patient Pathway – bed and patient flow projects are underway.
- The Clinical Director role is currently vacant which is currently being addressed.
- Recruitment of a replacement respiratory physician starts in April.

Renal

- Service planning and capacity planning for the next financial year has been completed with continued growth as predicted.

Emergency

- It's been a busy period for ED.
- ED is not meeting the 75% target for proportion of triage patients seen within the

- recommended time for their category. A rate of 41% was achieved for the month of January.
- On-going project initiatives to meet ED target – ED whiteboard, electronic A&D planner.
- Pilot of an extra triage nurse for three months from mid-December to mid-March has assisted greatly with patient flow.

Mental Health

- Occupancy of Tumanako Inpatient Unit continues below 100% occupancy at 90% in January 2017. The three sub-acute units (Whangarei, Kaikohe and Kaitia) averaged 84% occupancy. Recommended occupancy guidelines for acute mental health units to ensure access and safe practice are between 85-90%. Demand for respite and the community mediations run are at capacity and have limited ability to reduce the acute services pressure.
- A Tumanako Acute Inpatient Transformation Action Plan has been created to respond to the ongoing capacity and demand issues. The conversion of four existing rooms in the unit bed rooms is completed and these beds will open once staff recruitment is completed.
- We had a favourable budget of \$110k for January, \$943K YTD due to 47FTE vacancies, including Psychiatrist 4x FTE. Although vacancies are being filled, many are from existing staff moving to a new position, which creates another vacancy to fill.
- Funding for methamphetamine Demand Reduction in Northland has been confirmed. This pilot is initially for one year starting on 1 January 2017 with first quarter for project planning, partial service in the second quarter and full service expected 1 July 2017.
- Planning for the new Pregnancy and Parenting Support Service is well underway, launching on the 20 March 2017.

District Hospitals

- Key clinical volumes across the district hospitals in the financial year to date are down on those reported at the same time last year.
- Efforts are underway to negotiate a sustainable and realistic medical staff roster in the BOI.

Paediatric

- Overall there were lower patient volumes in ward and SCBU. Due to the lower patient volumes several staff have been able to take short notice leave.
- Air New Zealand's change in flights into and out of Whangarei continue to be an issue. Requests from ADHB to have alternative hours for some clinics to allow them to see the same number of patients are being considered.

Maternal

- Three new permanent midwives started in February and a new community midwife commenced the end of December 2016. Also three trainee lactation consultants passed their final exams to become fully qualified which will help with the increase in demand.
- Approval has been granted to extend the space at Te Puawai Ora which will enable larger antenatal classes and better availability of space.

School Based, Community and Oral Health

- Oral Health Services welcomes new graduates this month, which include a Dental House Office and two Dental Therapists/Assistants. Clinics throughout the New Year break in Whangarei and throughout the north continued and were steady with appointments.
- Newborn Hearing Screening rates were above target at 93.8%
- The Rheumatic Fever School Throat Swabbing Programme continued through the north in January in deciles 1-3 schools holiday programmes. It has started back up in schools in January. Also extra clinics for the Immunisation Outreach Team and the Gateway Assessment Service have been introduced for easier accessibility.

Public Health

- Shellfish poisoning was a key issue this month in the Bay of Islands which was dealt with in collaboration with the Ministry of Primary Industries. The Public Health Unit strategic plan has now been finalised and are being drafted as per Ministry's guidelines.
- Northland Public Health Unit strategic plan is now finalised and aims to 'create' healthy environments that enable thriving communities and well-being for all Northlanders.
- New health legislation is in place from 4 January 2017 for notification of sexually transmitted

infections, as well as new powers for Medical Officer of health in managing outbreaks and cases/contacts for notifiable diseases.

Human Resources and Corporate Support

- National strikes continued on 17 January 2017 Resident Medical officers at 18 DHBs. No further update on progress towards an agreement between the DHBs and ASMS.
- Considerable time and effort has continued to be applied by the Clerical Relief Temping Pool to ensure administration cover throughout the hospital when they attend training sessions in webPAS during February/March. webPAS is due to start the week of the 12th March.
- The staff survey is to be deployed from 28 February to the 14 March 2017.

Facilities and Hotel Management

- Maintenance works was reduced over the January period due to staff on leave and public holidays. The laundry and food services continued to provide the necessary volumes to support NDHB over this period.
- The laundry team finished their NZQA qualifications in December 2016.
- Site Master Plan – Business Case is currently being written.

NDHB Wide Patient Transport

- There was a decrease in number of helicopter transfers required even though there was an increase over the summer period as the visitor numbers in Northland increased. No dramatic increase in hospital volumes has been seen.
- A review of the Renal Transport service has been completed with an external provider. We start reviewing and working through the actions from March 2017.

4.2 Financial Report

- Financial report as read.
- DHB owner services YTD performance is \$1.3million overspent. This is due from \$0.5million additional costs with RMO strikes, \$0.5million - new cancer drugs and the rest is outsourced services covering weekend work and staff hours to watch dementia patients.
- Saving initiatives in the DHB owned services are tracking to plan. Conversion to diesel heating at Dargaville Hospital to electric heat pumps. A similar project has been approved by the Board for implementation at Kaitaia Hospital.
- Procurement activity has slowed due to Christmas/ New Year's shut down of non-essential services but still continues to provide some operating costs reductions eg..Medical consumables and waste management contracts. Also, a reduction in \$0.5million less in helicopter services has been a huge savings.
- An appointment to Director of Excellence has been made – Claire Wouts will be starting next month.
- Request for performance against quarterly financial forecast to be included in the report.

5. NEXT MEETING DETAILS

The next meeting will be held at 9.00am, Monday 10 April 2017, Kaitaia Hospital

There being no further business the meeting closed at 10.40am

Confirmed that these minutes constitute a true and correct record of the proceedings of the meeting.

CHAIR

DATE