

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

**HELD ON MONDAY 10 JULY 2017
TANGIHUA MEETING ROOM, WHANGAREI HOSPITAL**

COMMENCING AT 2.45 PM

PRESENT

John Bain (Chair)
Sue Brown
Debbie Evans
Craig Brown

Libby Jones
Sally Macauley
Denise Jensen

IN ATTENDANCE

Nick Chamberlain, Neil Beney, Margareth Broodkoorn, Meng Cheong, Ian McKenzie, Andrew Potts, Jeanette Wedding, Pip Zammit, Kathryn Leydon, Jodie Moselen (notes)

FIRE PROCEDURES

The fire exits were noted

APOLOGIES

Gary Payinda

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 29 May 2017

It was moved that the minutes of the meeting held on 29 May 2017 be approved

MOVED Debbie Evans **SECONDED** Sue Brown **CARRIED**

1.2 Matters/Actions Arising

There were no actions arising

2. CHAIR'S REPORT

There was no Chair's report

3. GENERAL BUSINESS

3.1 Releasing Time to Care Programme: Presentation – Claire Wouts: Director Innovation, Improvement and Excellence with Jacky Watkins: Project Improvement Facilitator – Releasing Time to Care

- The Releasing Time to Care programme was introduced to Northland DHB in February 2017 and is based on lean methodology
- Its aim is to look at coaching teams to reflect on their own practices and to make changes and improvements that result in a better overall level of care and experience for patients
- The funding to implement Releasing Time to Care at Northland DHB is for two years
- Five pilot wards at Whangarei Hospital have been selected these are Ward 14, Tumanako, Ward 2, Special Care Baby Unit and Te Kotuku.
- There are three foundation modules and eight process modules. These develop a set of measures and are used to drive change on a daily basis
- The current focus is creating solid foundations in the following:
 - Knowing How We Are Doing – developing ward based measures to help make more informed decisions
 - Well Organised Ward – creating a more organised work space for staff
 - Patient Status At A Glance – finding a better way to communicate regarding patient information to create a better patient experience and flow
- The programme is nurse-led as they are the staff with the patient for the greatest period of time but it is multi-disciplinary and wider team focused
- Ward 14 has started the programme and has already identified an issue with staff movement within the ward and is testing a new way of working with patients to improve this issue
- Executive Leadership Team engagement is important

SYSTEMS PERFORMANCE

4.1 Operational Report

- Acute admissions remained high in May with an increased occupancy in SCBU unit
- The Acute Care of the Elderly (ACE) project is progressing well and is aiming to look at the right care for our elderly patients. This is currently in the consultation process with the medical teams
- The Oral Health Service has had an increase in adolescent enrolments
- There were no reported falls with harm for May
- The target for elective surgery discharges was achieved in May
- The colonoscopy waiting lists have had a slight reduction for this month
- Positive results were achieved from family violence screening with an increase of 30% compared with the previous month
- Sick leave has increased slightly in some areas. This is expected as the amount of influenza like illnesses increases across the district
- Acute surgical activity continues to be higher than levels recorded in previous years
- The satellite medical Oncology treatment service based at Kaitaia Hospital opened 30 June 2017 with great success
- Improved performance was maintained in May for CT scan times
- The interim upgrade of the laboratory facilities is nearing completion
- Revenue was favourable to budget for the Older People and Clinical Support service
- A presentation was requested at the next meeting on treatment of acute stroke patients
- There is currently work being done to reduce the number of acute readmissions to the hospital
- Caseweights for the Renal service were over-delivered year to date
- Recruitment for vacant roles within Mental Health is proving to be challenging
- The model of care work being done for the Mental Health service is nearing completion

- Presentations at Bay of Islands Hospital has increased with a reduction of presentations recorded at Kaitaia Hospital
- Four cases of rheumatic fever have been recorded so far this year

4.2 Financial Report

- Taken as read
- The consolidated result for May is a deficit of \$998k against a budgeted surplus of \$370k with an unfavourable variance of \$1,368k. This can be partly attributed to an increase in spending in the Surgical service
- A request was made for an update on the number of staff with accumulative leave greater than 240 hours

5. NEXT MEETING DETAILS

The next meeting will be held at 2.00pm, Monday 21 August 2017, in the Tangihua Room, Tohora House, Whangarei

There being no further business the meeting closed at 3.40pm.

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

CHAIR

DATE