

| | |
|---|---|
| Minutes | NSCCH Area Health Advisory Council Meeting of 29th March 2007 Held in Executive Boardroom Hornsby Hospital |
| Attendees: | Professor Carol Pollock (Chair) Ms Georgia Sidiropoulos Mr Tom Limburg Mr Paul Tonkin Dr Greg Fulcher Ms Di Spragg Dr Magda Campbell Dr Paolo Totaro AM Dr Scott Whyte Professor Margaret McMillan Dr Tony Carrozzi Mr Darren Bowd |
| In Attendance: | Dr Stephen Christley Ms Karen Filocamo Ms Cindy Dargaville Ms Tracey Adamson Ms Phillipa Blakey Ms Julie Hartley-Jones Mr Graeme Harding |
| Apologies: | |
| | Agenda Topics |
| 1. Minutes of the Meeting of 22 February 2007 All | |
| <p>The minutes of the meeting of 22 February 2007 were accepted as a true and accurate record.</p> <p>2 Review of Action Items from 22 February 2007 Meeting</p> <p>Action items were reviewed and the following points noted.</p> <p>Prof. Carol Pollock has completed the following action items:</p> <p>Item 2.2 A letter was sent to P Blakey to confirm arrangements for CPC communication</p> <p>Item 2.7 A letter was sent to Aged Care & Rehabilitation and Surgery Networks seeking information on how the reports from their Community Advisory Groups will be used.</p> <p>K Filocamo has completed the following action items:</p> <p>Item 2.1 A letter was sent to Central Coast Health Service community member to acknowledge her resignation from the CPC</p> <p>Item 2.3 Community Participation Audit Report was distributed to all Community Participation Committees and Community Advisory Groups</p> <p>Item 2.5 A template has been sent to General Managers to provide reports for AHAC</p> <p>Item 2.4 D Spragg and T Adamson are yet to meet to work together to provide some comparative information on Aged care across health services in this area.</p> <p>Item 2.6 T Adamson has written to M Bonner about the role of the Community Participation Manager at Ryde Hospital. Prof. Pollock stressed the issue needs resolving.</p> | |

Item 2.9 S Christley and G Harding to present area financial information at this meeting.

Item 2.10 P Blakey will raise the issue of medical staff being reminded about the Code of Conduct requirements in relation to talking to the media with the General Managers

S Christley clarified concerns from the last meeting about a Stroke Unit at Ryde Hospital. Ryde Hospital are aggregating stroke patients to provide improved standard of care

| Action Items: | Person responsible: | Deadline: |
|--|--|--|
| <ul style="list-style-type: none"> • K Filocamo to speak to Dr S Whyte about influenza education for older people. • T Adamson to follow up the role of the Community Participation Manager at Ryde Hospital with M Bonner. • D Spragg and T Adamson to meet to work together to provide some comparative information on Aged care across health services in this area. | <p>K Filocamo</p> <p>T Adamson</p> <p>D Spragg and T Adamson</p> | <p>26 April 07</p> <p>26th April 07</p> <p>26th April 07</p> |

3. Business Arising S Christley

3.1 Area Finance Update

G Harding provided a presentation on the Area's financial position. There has been an increase in activity and an increase in staff which have adversely impacted on the general fund. Budget should be met at the end of June 2007 but only by shifting funds notionally allocated to capital expenditure to operating budget. The increase in expenditure is at a faster rate than the increase in the budget. The growth in FTE positions is also having an impact on the budget. The underlying adverse trend which will need to be addressed by significant changes in service configuration which are addressed in the operational plan. Planning for the 07-08 budget is currently under way. Preliminary strategies under consideration to improve the budgetary situation, whilst maintaining quality, equity and safety were supported by AHAC.

3.2 Operational Plan

T Adamson provided an overview of the NSCCH 2007/08 5 Priority Strategies that were proposed at the Management Board meeting November 2006.

These are:

- Priority 1: Reconfigure services
- Priority 2 Manage demand
- Priority 3 Improve care
- Priority 4 Improve clinical resource allocation and efficiency
- Priority 5 Improve procurement

Several 'Second order' priorities

Detailed health services plans are being drafted and AHAC will be asked to provide feedback on these.

The AHAC requested to be informed of any decisions made at Management Board regarding reconfiguration of health services to manage demand.

T Adamson said that briefs on each priority area would be available soon for AHAC to

review. It was agreed that strategies to consult with Medical Staff Councils and the community need to be developed.

| Action Items: | Person responsible: | Deadline: |
|--|----------------------------|------------------|
| <ul style="list-style-type: none"> • T Adamson to provide briefs on each priority area for AHAC to review | T Adamson | June 2007 |

4. New Business

4.1 Update on Networks

P Blakey provided an update on the Networks. Because of the complexities involved it may take up to 2 years for some networks to be fully functioning. Attendance is voluntary and for some networks clinicians need to be encouraged to attend. P Blakey's said the aim is to get Networks closely linked to the Divisions. She would like to see the Networks moving from a focus on planning to quality of care.

The Critical Care Network is the most advanced in this area.

The Child Youth and Family Network has two working groups and Illness/Chronic Care working group and a Wellness working group. The Illness working group is looking at a plan for paediatric services.

The Surgery Network has completed their plan and has had input from the community. P Blakey wants to bring in divisional managers and clinical directors to the Network to provide more direction to the plan.

The Stroke Network is divided into Central Coast and Northern Sydney sectors and utilizes the stroke structures at a State level.

The Aged Care & Rehabilitation Network is chaired by Sue Kurrle and doing well with a focus on planning. There has been good community involvement. The Network has formed the basis of the Clinical Redesign projects.

The Cancer Network is chaired by Chris Arthur, Director of Cancer Services for the Area and has close links with the Cancer Institute. Some areas will need further investment.

The Cardiovascular Network has not managed to get together as a Network and there is a need to continue working on this. There is a Statewide Cardiac Care project.

Mental Health is the most mature of the Networks and also an area wide service with a Director Dr Nick O Connor. They have done well in the latest accreditation survey and have good processes in place to redesign and reconfigure services. They have identified a need for better linkages with GPs.

It was agreed there is a need for GPs to be involved with all Networks.

Prof. C Pollock advised the AHAC that she has been appointed as the Chair of the Greater Metropolitan Clinical Taskforce.

Community participation Committees

P Blakey said that General Managers have been asked to compile quarterly reports for the AHAC and the first of these will appear in next month's AHAC papers.

Prof C Pollock asked if reports could include feedback from the GM's around the issues and concerns in each Health Service, however Dr S Christley suggested he provide that

information in his issues brief to AHAC.

4.2 Presentation by Area Director Nursing J Hartley Jones

Transport for Health

Transport for Health is a policy framework to assist NSW Health to simplify and improve patient access to health services. It integrates all **non emergency** health related transport service provision into one program.

Brendon Bird is the Project Manager for NSCCH. A steering group is being set up with the involvement of community representatives. It is a huge process to review all the transport services and issues in the NSCCH area. J Hartley Jones believes there are real opportunities to be creative with this project. A Health Transport Unit for the Area needs to be set up by December 07 with a single contact number.

Nursing

Since the restructure there are more nurses in management positions in NSCCH. It has been noted that there is a big differential in the NUM's role across the area. Therefore a standardised job description is going to be put in place. UTS has been involved in a development programme for NUMs.

J Hartley Jones has been working with the Directors of Nursing on the fundamentals of nursing and standards of care, professional practice, professional appearance and the roles of enrolled nurses and assistants in nursing. Patient feedback shows people value the fundamentals of care such as personal hygiene, assistance with eating etc. as much as the clinical care.

There is strong endorsement from AHAC for the work being, particularly in reviewing care that others may provide to patients.

It was noted there are fundamental differences in the way nursing and medical staff work together on different wards and this can lead to confusion.

| Action Items: | Person responsible: | Deadline: |
|---|---------------------|---------------------------|
| <ul style="list-style-type: none">S Christley to enhance issues report to AHAC to include Health Service specific information | S Christley | 26 th April 07 |
| <ul style="list-style-type: none">J Harley Jones to provide a briefing note for AHAC on the Community Participation structures in the U.K | J Hartley Jones | 26 th April 07 |

5. Chief Executive's Report

Dr S. Christley spoke to his report and provided an update on the RNS development, credentialing of midwives for the Ryde Hospital midwifery service and recent media issues.

6. Other Business K Filocamo

6.1 Workplan Review

K Filocamo informed AHAC of Community Participation Committee (CPC) meeting dates for 2007. Copies of workplans for all CPCs except Northern Beaches are included in the meeting papers. K Filocamo suggested AHAC members review the workplans and at their next meeting, discuss any feedback they wish to be provided to the CPC's. Prof C Pollock asked for the workplans to be circulated between the CPCs.

Prof C Pollock advised AHAC that K Filocamo will be moving to another role in Palliative Care on a 3 month secondment and thanked her for all her support. An Expression of Interest for the Manager of Community Participation has been advertised.

The Director of Population Health Planning and Performance Chris Fleming will start on the 23rd of April.

| Action Items: | Person responsible: | Deadline: |
|--|----------------------------|---------------------------|
| <ul style="list-style-type: none">AHAC members to review workplans and provide feedback at the next meeting. | AHAC members | 26 th April 07 |
| <ul style="list-style-type: none">K Filocamo/ C Dargaville to circulate workplans to the CPCs. | C Dargaville | 26 th April 07 |

7. Correspondence All

Prof C Pollock will forward the collective views of the AHAC members about the Healthcare Agreement to NSW Health.

At the meeting of the Health Advisory Council they recognised that AHACs may be being under utilised and have asked for targeted presentations from each area Health Service Prof C Pollock asked members to consider any key issues from NSCCH which she should incorporate in her presentation to the HAC.

Prof C Pollock has received a letter from a parent of a child with type 1 diabetes who identified 3 areas of concern for the care of her child. Dr G Fulcher identified maternity leave for female staff as an issue which is impacting on this child's care. Difficulties in filling maternity leave positions is an issue that needs to be addressed by the Area Health Service.

Dr S Christley asked for the letter to be referred to him. AHAC requested to be informed of the response to the letter.

| Action Items: | Person responsible: | Deadline: |
|--|----------------------------|------------------|
| <ul style="list-style-type: none">AHAC members to forward key issues from NSCCH to Prof C Pollock for her presentation to HAC. | AHAC members | 27 April 07 |

8. Next meeting

Next Meeting: 27 April 2007

Update on Workforce issues J Becker
Presentation to Health Advisory Council