

Sydney Local Health District

Fifteenth Meeting of the Board

Date: Monday 8 October 2012

Time: 8:30am – SLHD Board Meeting
9:00am – One Deadly Step Presentation – Chronic Care for Aboriginal People Program
10:00am – SLHD Facility Strategic Planning Presentation.

Venue: SLHD Boardroom, Level 11, KGV, Missenden Road, Camperdown

Chair: The Hon Ron Phillips

1. Present and apologies

The Hon. Ron Phillips, Chair
Dr Teresa Anderson, Chief Executive
Mr David McLean, Member
Ms Victoria Weekes, Member
Dr John Daniels, Member
Dr Barry Catchlove, Member
Mr Trevor Danos, Member
Prof. Paul Torzillo AM, Member
Dr Thomas Karplus, Member

Apologies

Ms Frances O'Brien, Member

In attendance

Ms Dawn Farrell, Secretariat
Mr George Long, Director Aboriginal Health 9:00 – 10:00am
Mr Lachlan Wright, Ministry of Health 9:00 – 10:00am
Ms Ann Kelly, General Manager, Canterbury Hospital 10:00 – 10:30am
Ms Joanne Edwards, A/General Manager, Royal Prince Alfred Hospital 10:00 – 10:30am
Ms Alison Trotter, Director of Nursing, Balmain Hospital 10:00 – 10:30am
Ms Miranda Shaw, A/General Manager, Community Health 10:00 – 10:30am
Mr Matthew Swanborough, General Manager, Concord Hospital 10:00 – 10:30am

2. Welcome and introductions

The Chair welcomed Members to the fifteenth meeting of the Sydney Local Health District (SLHD) Board.

3. Declaration of conflicts of interest

There were no conflicts of interest declared.

Minutes

4. Confirmation of previous minutes

The minutes of the Board meeting held on 10 September 2012 were moved and seconded.

The Chair declared and signed the minutes as a true and accurate record of the meeting.

5. Matters arising from the previous minutes

5.1 Action sheet

The Board considered the following items complete:

Agenda Item	Action	Outcome
10 September 2012		
7.5 Clinical Governance Report	Investigate the low rate of hand hygiene compliance by Concord Hospital	Concord Hospital has implemented numerous strategies to increase its compliance rate. Refer Brief attached dated 3 October 2012.

The Board considered the following items incomplete:

Agenda Item	Action	Outcome
18 June 2012		
6.2.1 – SLHD Reporting Pack	A proposal is to be submitted to the Ministry of Health regarding sharing costs of research to explore opportunities for analysis into why hospital activity continues to increase. TA and PT to meet with the Ministry re this proposal.	In progress.
9 July 2012		
6.1 – National Health and Hospital Reform	The current State figure is to be included in the notes section for a more useful comparison for the 'Balanced Scorecard - Patient Flow'. Figures to be included in the reports presented to the next Board meeting. Delay occasioned due to a problem with HIE.	In progress.

6. Acronyms and Financial Classification Codes.

The Board received and noted the Acronyms and Financial Classification Codes.

7. Chief Executive's report

7.1 National Health and Hospital Reform

The Board received and noted the information on the National Health and Hospital Reform provided in the Chief Executive's report.

7.2 Finance and performance reports

7.2.1 SLHD Board reporting pack – August 2012.

The Board received and noted the SLHD Board reporting pack – August 2012.

7.3 Project updates

7.3.1 North West Precinct

The Board received and noted the information on North West Precinct provided in the Chief Executive's report.

7.3.2 Lifehouse

The Board received and noted the information on Lifehouse provided in the Chief Executive's report.

7.3.3 Macquarie International Private Hospital

The Board received and noted the information on Macquarie International Private Hospital provided in the Chief Executive's report.

7.4 Capital Works Report

The Board received and noted the capital works report.

7.5 Clinical Governance Report

The Board received and noted the clinical governance report.

In relation to Concord Hospitals low compliance rate in relation to Hand Hygiene Compliance July 2011 – June 2012 noted at the September Board meeting, the Chief Executive advised the Board that Concord Hospital has implemented a number of initiatives during 2011/2012 to improve the Hospital's compliance rates. Initiatives included:

- Training and appointment of 100 hand hygiene auditors across the Hospital.
- Auditing all clinical areas across the Hospital.
- Placement of additional hand washing stations across the campus.
- Continual education of clinical and corporate staff as well as annual mandatory training.
- Focus by infection Control staff on departments and staff groups of concern.
- Introduction of awards for Wards with greatest improvement in compliance.

- Placement of hand hygiene posters and notices across the Hospital
- Promotion of hand hygiene as part of National hand Hygiene week.
- Reporting of results to all Heads of Departments and Senior Managers.

7.6 Facility Reports

(i) Balmain Hospital

The Board received and noted the tabled Balmain Hospital facility report.

(ii) Canterbury Hospital

The Board received and noted the tabled Canterbury Hospital facility report.

(iii) Concord Hospital

The Board received and noted the tabled Concord Hospital facility report.

(iv) Royal Prince Alfred Hospital

The Board received and noted the tabled Royal Prince Alfred Facility report.

(v) Oral Health Services and Sydney Dental Hospital

The Board received and noted the Oral Health Services and Sydney Dental Hospital facility report.

(vi) Croydon/Marrickville/Redfern Community Health Centres

The Board received and noted the Croydon/Marrickville/Redfern Community Health Centres' facility report.

(vii) Drug Health

The Board received and noted the Drug Health report.

(ix) Community Health

The Board received and noted the Community Health report.

(x) Population Health

The Board received and noted the Population Health report.

8. Matters for approval / resolution

8.1 SLHD Facility Strategic Plans

- RPAH
- Concord Hospital
- Canterbury Hospital

- Balmain Hospital
- Community Health

The Board received and noted the SLHD Facility Strategic Plans and adopted the Plans for implementation.

8.2 Request to amend the Delegations Manual.

The Board received and noted the amendments to the SLHD Delegations Manual.

8.3 Education and Training Strategic Plan 2012-2017.

Presentation of the Education and Training Strategic Plan 2012-2017 is to be held over until the November Board meeting.

9. Board Committee reports / minutes

9.1 Finance, Risk and Performance Management Committee

The Board noted that a copy of the minutes of the Audit and Risk Committee held on 5 October 2012 will be provided to the November 2012 meeting.

9.2 Education and Research Committee

The Board received and noted the unconfirmed minutes of the Education and Research Committee held on 7 September 2012.

9.3 Communications Committee

The Board received and noted the unconfirmed minutes of the Communications Committee held on 10 September 2012.

9.4 Audit and Risk Committee

The Board received and noted the unconfirmed minutes of the Audit and Risk Committee held on 19 September 2012.

9.5 Health Care – Clinical Quality Council

The Board received and noted the unconfirmed minutes of the Clinical Quality Council Committee held on 26 September 2012.

9.6 Health Care – Clinical Council

The Board noted that the next meeting of the Clinical Council Committee is to be held on 22 October 2012.

9.7 Medical Staff Council Executive Meeting

The Board noted that the next meeting of the Medical Staff Council Executive Committee

is to be held on 22 October 2012.

10. Other Committee reports / minutes

10.1 Strategic Plan Implementation Steering Committee

The Board received and noted the unconfirmed minutes of the inaugural meeting of the Strategic Plan Implementation Steering Committee held on 5 September 2012.

10.2 PACS RIS Implementation Steering Committee

The Board received and noted the unconfirmed minutes of the PACS RIS Implementation Steering Committee held on 18 September 2012.

10.3 Sustainability Committee

The Board noted that the inaugural meeting of the Sustainability Committee is to be scheduled.

10.4 Medical and Dental Appointments Advisory Committee

The Board received and noted the unconfirmed minutes of the Medical and Dental Appointments Advisory Committee held on 12 September 2012.

10.5 Activity Based Funding Executive Steering Committee

The Board received and noted the confirmed minutes of the Activity Based Funding Steering Committee held on 6, 13 and 20 September 2012 and the unconfirmed minutes of 27 September 2012.

10.6 Surgical Demand Committee

The Board received and noted the unconfirmed minutes of the Surgical Demand Committee held on 19 September 2012.

10.7 Revenue Enhancement Development Committee

The Board received and noted the confirmed minutes of the Revenue Enhancement Development Committee held on 25 July 2012 and the unconfirmed minutes held on 17 August 2012.

11. Matters for noting

11.1 SLHD Implementation of the Aboriginal Workforce Strategic Framework

The Board received and noted the Aboriginal Workforce Strategic Framework (the Framework) and ENDORSED the Framework for implementation.

Minutes

11.2 Diploma of Nursing – Accreditation

The Board received and noted accreditation of the SLHD Diploma of Nursing course provided through the Centre for Education and Workforce Development.

11.3 Annual Financial Statements

- Sydney Local Health District
- SLHD Special Purpose Service Entity

The Board received and noted the Annual Financial Statements referred to above. The Board noted that the Annual Financial Statement needed to be signed by the CE only.

11.4 Representation Letter, SLHD

- Sydney Local Health District
- SLHD Special Purpose Service Entity

The Board received and noted the Representation Letters referred to above.

11.5 SLHD Service Agreement 2012/13

The Board received and noted the Service Agreement 2013 between SLHD and Director-General, NSW Ministry of Health.

The Board discussed possible reporting measures by CE on Service Agreements.

11.6 Allied Health Sub-Acute Data Collection

The Board received and noted the improvement in relation to Allied Health Sub-Acute Data Collection.

12. Other business

The Board noted that there was no other business.

13. Next meeting

The next meeting of the Sydney Local Health District Board will be held on Monday 12 November 2012 at 8:30am at a venue TBC.

The meeting closed at 11:30am.



The Hon Ron Phillips
Chair

12-11-2012

Date