



SUMMARY OF MINUTES

Meeting of the Board of the Western Sydney Local Health District

No. 2012/22

Date: Tuesday, 11 December 2012

Venue: Boardroom, Western Sydney Local Health District Office,
Institute Rd, Westmead Hospital Campus

Trim Record No: 15/40827
ATTACH 4.1.1

Minutes

Present: Stephen Leeder (Chair), Peter Zelas (Deputy Chair), Kathy Baker, Abby Bloom, Jeremy Chapman, Michael Datyner, Paul Gibson, Diana O'Halloran, Jane Spring.

Ex officio: Tony Hickmott, Kim Hill, Danny O'Connor.

Secretariat: Michelle Wensley.

The meeting opened at 5:20 pm.

Item 1 Welcome and Leave of Absence

Leave of Absence: Dea Thiele, Andrew Pesce, Hadia Mukhtar.

Item 2 Declarations of Changes in Material Circumstances

Nil.

Presentation: The National Safety and Quality Health Service (NSQHS) Standards National Accreditation Standards

Kathy Baker provided members with an overview of the 10 NSQHS Standards and national accreditation scheme developed by the Australian Commission for Safety and Quality in Health Care (ACSQHC), and endorsed Health Ministers in September 2011. The new system will commence from January 2013 and enables a national safety and quality accreditation scheme and consistent statement about the level of care consumers can expect from health services in Australia. Members discussed the impact of the new accreditation system and in particular the ability of Blacktown Mt Druitt and Westmead to meet the 10 standards in the context of current performance.

Members also discussed the different accrediting agencies, tools available to support the accreditation process, the importance of early communication to staff about the new standards, and the organisational responsibilities under good governance to ensuring a state of preparedness for accreditation. Members requested a status of gap analyses for WSLHD facilities' performance against the National Standards be provided for review.

Detailed information is available from the Commission website at <http://www.safetyandquality.gov.au/our-work/accreditation/>. The PPT has been uploaded to the Board website.

RESOLVED: That a report on the status of gap analyses for WSLHD facilities' performance against the

National Standards be provided to the Board via the Chair of the HCQC.

Item 3 Business Arising

3.1.1 Correspondence tabled.

Item 4 Minutes of Previous Meeting

Item 4.1 Acceptance of Minutes

Item 4.1.1 Minutes of Meeting

The Minutes of the Meeting held 13 November 2012 were accepted as a true record of the meeting with one amendment to correct the spelling of “Datyner”.

Item 4.2 Matters Arising from the Minutes

Nil.

Item 4.2.1 Action Log from the Meeting

The Action Log from 13 November 2012 meeting was tabled with status updates provided.

Item 5 Standing Agenda Items – Reports

Item 5.1 Chair’s Report

The Chair’s Report was noted. Key discussion points included:

- The District remains on Level 3 with the next performance meeting with the Ministry scheduled for 10 December 2012. Detailed advice was provided in the Chief Executive’s Report (Agenda Item 5.2).
- A decision from the Minister confirming Board re-appointments remains pending as at 4 December 2012.
- A successful Annual Public Meeting and Inaugural Awards were held on 4 December 2012 with approximately 140 people in attendance. The Director-General and Minister were in attendance to present the Awards and to answer questions from the community. Feedback has been positive.
- The 2012 Board Christmas Event held on Monday 10 December 2012 at Westmead Hospital attended by approximately 80 staff and the Lord Mayor of Parramatta.
- As discussed at the October Board Meeting, the Ministry are facilitating the development of a Training

Program for Board Members for implementation in 2013 in consultation with NOUS. Members agreed to participate in the Induction Module which covers the clarity of the roles, responsibilities, accountabilities and expectations of board members in the NSW health context. Following the session, members will be invited to evaluate the session for advice back to the Ministry. The Induction session is for 3 hours. Advice is pending from the Ministry on the timeline for completion.

- Members were requested to review and update their biographies uploaded to the WSLHD Board website at <http://www.wslhd.health.nsw.gov.au/Governing-Board/Meet-the-WSLHD-Governing-Board-Members>

RESOLVED: Members to review and update their biographies uploaded to the WSLHD Board website

Item 5.2 Chief Executive Report

The Chief Executive's Report was noted. Key points of discussion:

- District performance.

D O'Connor confirmed (NEAT) National Emergency Access Targets 2012, Transfer of Care (TOC), financial performance and Staphylococcus Aureus Bloodstream Infections (SABSI) for Westmead Hospital remain the key issues for the district as advised by the Ministry. The District remains on Level 3 with these issues discussed at the performance meeting between the District Executive and the Ministry on 10 December 2012.

D O'Connor advised there had been sustained improvement for TOC in 2012 from 60.4% in August, to 64.2% in October with continued improvement forecast for November 2012. However, significant improvement is required which will be supported by planned strategies focusing on ED avoidance, Hospital in the Home and Aged Care in Emergency. NEAT performance continues slowly improve from last year.. Major initiatives to support further improvement by the first quarter in 2013 include the Westmead ED model.

Finance: Strategies in place include the Efficiency Improvement Program and the Roadmapping exercise mandated by the ministry. Members requested a presentation of the current financial status and strategies to meet 2012 / 2013 performance targets at the February meeting

RESOLVED: To present the current financial status and strategies to meet financial 2012/13 performance targets at the 12 February 2013 Board Meeting.

General discussion: Members discussed at length the importance of building leadership and management capacity at clinician level, to ensure accountabilities are clear when affirmative action is taken in response to an incident for example, and the importance of succession planning. D O'Connor acknowledged the District would be working with organisations including the Clinical Excellence Commission and the Health Training and Education Institute to address gaps through clinical leadership programs.

Item 5.3 Board Sub-Committee Reports

Item 5.3.1 Board Sub-Committee - Health Care Quality Committee (HCQC) Report

The Report was noted. K Baker reiterated to members the risk of Blacktown Mt Druitt and Westmead not passing accreditation also discussed following Professor Baker's presentation at the start of the meeting.

RESOLVED to accept the Report as tabled.

Item 5.3.2 Board Sub-Committee – Finance, Performance and Asset Management

The Report was noted.

RESOLVED to accept the Report as tabled.

Item 5.3.3 Board Sub-Committee - Medical and Dental Appointments Advisory Committee (MDAAC)

RESOLVED: to accept the Report as tabled.

Item 5.3.4 Board Sub-Committee – Research and Education

RESOLVED: to accept the Report as tabled.

Item 6 New Business


Item 6.1 Matters raised by Board Members

6.1. Matters raised by Board Members

6.1.1 Delegations of Authority – Withdrawn from the Agenda.

Close

There being no further business, the meeting closed at 8.pm.

Signed:  (Stephen Leeder, Chair)