

**Hospital Advisory Committee Meeting of the  
Wairarapa District Health Board  
Held on Tuesday 20 November 2007 at 1 pm,  
Board Room, Wairarapa District Health Board Office  
Blair Street, Masterton**

**Present:**

Dr Liz Falkner, Ms Yvette Grace, Ms Pamela Jefferies (Chair) and Mrs Janine Vollebregt

**In Attendance:**

Mrs Diane Chesmar (Minute Taker), Mr John Kirkup (Financial Analyst), Ms Anne McLean (General Manager Hospital Services), Ms Maggie Morgan (General Manager Public and Community Health Services) and Mr Eric Sinclair (Chief Financial Officer)

**1. Apologies**

Mr Bob Francis, Mr Bruce McGregor, Ms Maggie Morgan (lateness) and Mr David Meates

**2. Conflicts of Interest**

Yvette Grace advised that her mother Min Grace has joined the FOCUS team.

**3. Confirmation of Minutes of the Meeting held 16 October 2007**

Financial report for September 2007 – MOH have advised that a further additional additional payment for 06/07 electives will be paid of \$264,000, and not \$284,000 as minuted.

WITH THIS ADJUSTMENT, THE MINUTES OF THE MEETING HELD ON 16 OCTOBER 2007 WERE CONFIRMED AS A CORRECT RECORD OF THAT MEETING.

**Matters Arising**

There were no matters arising.

**4. Chairperson's Report**

The Chairperson had no matters to report.

**5. Monthly Operating Report for October 2007**

The General Manager Hospital Services spoke to the report and the following points were made:

- The Pacific Radiology Limited contract is under review.
- Acute Medical, General Surgery and Gynaecology activity was higher than planned for the month.
- Ophthalmology OPD clinic on site from 1 November.
- Theatre utilisation reached 87%.

The General Manager Hospital Services will investigate the possibility of the Discharge Co-ordinator Implementation Plan being available earlier than February.

It was noted that the hydro-therapy pool is complete.

There was discussion regarding the current turn around time of clinic typing and medical typing workloads. The General Manager Hospital Services advised that this is in part a pay problem and she will update the Hospital Advisory Committee at the next meeting.

It was asked if there were Maori hospital volunteers. The Maori Women's League are involved in discussions regarding their participation with the hospital volunteer group.

There was discussion regarding the adequacy of the 0.6FTE dietetic permanent position and the PHO's role in providing dietetic services was questioned. This will be raised at the next Board meeting by the HAC Chairperson.

### **Mental Health Services**

- The adolescent crisis respite bed is a single bed in the current respite unit. It will be staffed by CAMHS staff. Strict security processes to separate young people from adult patients will need to be put in place.

The Hospital Advisory Committee would like to see a media release regarding the Director of Mental Health advising that the Wairarapa Mental Health services are the second best in New Zealand.

### **Community & Public Health Services**

The Hospital Advisory Committee noted that the Active Wairarapa survey results need to be passed on to and reinforced with the local district councils.

### **Ambulance Services**

- St John has been struggling to provide volunteers in some areas. Recruitment and training activity is underway. Gaps are being covered by staff from the WDHB ambulance service staff.
- A new ambulance will come into service in the next month. Two of the current ambulances require maintenance.

The Hospital Advisory Committee requested a report for the December meeting addressing these issues regarding Ambulance Services.

### **Financial Report for October 2007**

The Chief Financial Officer spoke to the report and the following points were made.

- The Provider division has a YTD deficit of (\$44k) which is \$8k favourable to the planned result.
- Additional revenue received offsets the costs associated with delivering additional volumes resulting in the adverse clinical supplies variance.
- Personnel costs are \$385k favourable YTD, but offset by an adverse variance of (\$576k) in Outsourced Personnel, reflecting the premium costs of providing locum cover for medical vacancies.

### **Volume and Activity Report**

- ED attendances are still a concern. A new marketing campaign will reiterate to members of the public to attend their GP, except in cases of emergency. We do not have the information regarding waiting list members being admitted as acutes. This is to be followed up
- Readmission rates are above target.

### **Performance Reports**

The General Manager Hospital Services spoke to the report and the following points were made:

- Allied health – cultural qualification description. GM Hospital Services will seek clarification regarding this statement from the HR Manager.

The General Manager Public and Community Health Services joined the meeting at this point.

- SMT have recommended that the Designated Audit Agency be Telarc.

It was asked how many of the new graduate applicants were Maori and where they might be employed apart from the four placements in the hospital. This question will be asked of the Director of Maori Health at the Board meeting.

### **Resolved:**

THAT THE HOSPITAL ADVISORY COMMITTEE:

**RECEIVE** THE HOSPITAL SERVICES MONTHLY OPERATING REPORT FOR THE PERIOD ENDING 31 OCTOBER 2007.

### **6. Elective Services Report for October 2007**

- Orthopaedics delivery has improved both in caseweight delivery and in FSA volumes with the third Orthopaedic Surgeon completing the orientation period.
- Ophthalmology has also improved.

- There will be a catch up of ENT FSAs prior to and following Christmas.

**Resolved:**

THAT THE HOSPITAL ADVISORY COMMITTEE:

**RECEIVE THE ELECTIVE SERVICES REPORT FOR OCTOBER 2007**

The meeting was declared closed at 2.48 pm.

\_\_\_\_\_ Chairman

\_\_\_\_\_ Date