

Minutes for NSW Health Pathology Board

28/04/2021 | 10:00 AM - 01:20 PM, Bar Beach Boardroom, Level 5, 45-Watt Street, Newcastle

Attendees

Peter Loxton; Maree Gleeson; Michael Legg; Nicholas Hawkins; Darren Turner; Carmen Rechbauer; Jonathan Iredell; Nigel Lyons

Apology: Jason Ardler

In Attendance: Tracey McCosker, Tammy Boone, Martin Canova, Cathryn Cox, Lyn Baker for Item 9, Tracey Dwyer for Item 13.

Agenda

Welcome and Attendance

The Chair declared the meeting open with acknowledgment of country and welcomed those present. Noted apology.

A quorum of Board members were present, and the meeting proceeded with business.

The Secretariat recorded the minutes.

The Board welcomed Cathryn Cox, Chief Executive, Sydney Children's Hospital Network to the Board meeting in attendance pending formal appointment to the NSW Health Pathology Board.

Declarations of Conflict of Interest

The Chair requested all attendees to declare or remove any conflicts of interest at the meeting.

Confirmation of Previous Minutes and Review of Action Log

The Board members **APPROVED** the draft Board meeting minutes of the 24 February 2021 as an accurate record of the meeting.

Moved: Maree Gleeson

Seconded: Michael Legg

The action log was reviewed as part of the agenda.

Chief Executive Update and COVID-19 Update

The Chief Executive's report was taken as read.

Noting:

- Laboratory site visits underway across the state. Opportunity to meet with Rural and Regional Local Health District Executives to discuss future strategies around pathology service delivery and local needs and to thank the staff for their fantastic COVID-19 efforts.
- NSW Health Pathology has been engaged in a number of meetings with Local Health Districts (LHDs) and pillars around the new Capital Investment Planning (CIP) process which is designed to inform investment in future healthcare facilities, in line with the NSW Health 20 Year Health Infrastructure Strategy.

The Chief Executive provided the Board with an update on NSW Health Pathology's COVID-19 response.

- Noting the standing down of the COVID-19 Pandemic Incident Management Team (IMT) and Emergency Operations Centre (EOC) with the development of a COVID-19 business as usual management response structure that continues to lead and coordinate NSWHP COVID-19 activities and future needs around winter testing requirements.
- Nigel Lyons provided an update around the COVID-19 Vaccination rollout for NSW Health.

The Board **NOTED** the update provided.

ACTION: An update on the COVID-19 Vaccination rollout for NSW Health Pathology to be provided to Board members.

Service Configuration Blueprint 2035

Martin Canova provided an overview to the Board around the proposed Service Configuration Blueprint 2035.

The Board **NOTED** the presentation provided and the next steps discussed around unified commitment and engagement strategy.

The BOARD **ENDORSED** developing an NSW Health Pathology Service Configuration Blueprint.

Long Term Financial Planning and Capital Expenditure

The Board welcomed Paul Dunn and Nick Dunn to update the Board on progress around the long-term financial performance and capital expenditure forecast of NSW Health Pathology.

The Board **NOTED** the information provided and discussion was held around the progress towards efficiency targets, the broader financial challenges across the organisation and the proposed long-term financial strategies and opportunities.

ACTION: Alfa D'Amato, Acting Deputy Secretary, Finance and Asset Management, NSW Health to be invited to the May Finance and Performance Board Subcommittee meeting. Invite to be extended to all Board members.

Cybersecurity/Data Governance Update

Tammy Boone provided an overview of the Accellion Data breach.

The Board **NOTED** the Accellion Data Breach and the next steps around notification and support mechanisms. Noting that the NSW Privacy Commissioner has been informed and consulted.

The Board suggested that discussion around data breaches and recommendations should be in scope of the newly formed Data Information Governance Steering Committee.

Tammy Boone provided an update on data and information governance in NSW Health Pathology.

Noting:

- The establishment of the NSW Health Pathology Data and Information Governance Steering Committee to be chaired by the Chief Executive and report up through the Strategic Leadership Team and to the Quality and Clinical Safety and Audit and Risk Management Committees.
- Changes to the Committee membership and activities for the NSW Health Pathology Finance and Performance Board Subcommittee around monitoring progress of ICT related projects and programs and the Quality and Clinical Safety Board Subcommittee around providing advice and oversight of the use of data, analytics and technology.

The Board **NOTED** the update provided.

Standing Agenda Items

Finance and Performance Committee

The Finance and Performance Committee Report was taken as read.

- The Chair of the Finance and Performance Committee updated the Board of the financial performance for the year to 30 March 2021.

The Board Scorecard was taken as read.

Noting:

- Continue to monitor and refine KPIs against NSW Health Pathology's strategic direction and priorities.
- The Board **NOTED** the research and governance KPIs and research activity aligned to the Research and Governance Framework.

Audit and Risk Management Committee

Lyn Baker provided an overview of the Audit and Risk Management Committee (ARMC) held 16 April 2021.

Noting:

- Early close for financial statements.

- Internal Audit Plan work program running to schedule for 30 June 2021.
- Progress report provided by O'Connor Marsden around the Internal Audit Status Report against the NSW Health Pathology 2020/21 Internal Audit Plan. The proposed 2021/22 Internal Audit Plan to be presented at the June Board meeting.
- The Board **NOTED** the overview provided on the Committee meeting.

The Board was informed of focus areas discussed at the recent ARC members strategy session for future meetings:

- Cybersecurity, Privacy, Fraud and Corruption
- People and Culture around attraction, retention and succession planning.
- Risk around the level of engagement of the STARR system and clinical risk reporting.
- Procurement and Probity.
- Quarterly meetings to be held with the Board Chair and the Chief Executive, NSW Health Pathology.
- Revised one-page summary brief to be provided to the Board at future Board meetings.

ACTION: Access to the Risk Reporting Portal and risk reporting to be made available to Board members.

ACTION: NSW Health Pathology 2021/22 Internal Audit Plan to be presented at the June Board meeting.

Quality and Clinical Safety Committee

Nicholas Hawkins provided an overview of the Quality and Clinical Safety Committee meeting held 30 March 2021.

Noting:

- Ongoing focus around complaint management and performance around notifications of incidents, action of recommendations and variations in local practice across sites.
- Data Informatics presentation provided by Chief Information Officer.

The Board **NOTED** the overview provided on the Committee meeting.

Medical Staff Council

Jonathan Iredell provided an overview of the Medical Staff Council Executive Committee meeting held 17 February 2021.

Noting

- Ongoing focused discussions around the best way to continue the conversation and contribution to the Rights of Private Practice (ROPP) Reform Project.
- Update provided to MSC members around Clinical Governance and the current responsibilities disseminated across the Strategic Leadership Team (SLT).

- Review of supervision of GX and GY laboratories.

The Board **NOTED** the overview provided on the Committee meeting.

Medical and Dental Appointments Advisory Committee

The Medical and Dental Appointments Advisory Committee (MADAAC) Report was taken as read.

Nigel Lyons provided an overview of the Medical and Dental Appointments Advisory Committee meeting held 17 March 2021.

The Board **NOTED** the updated provided on the Committee meeting.

Rights of Private Practice

The Board welcomed Tracey Dwyer to update the Board on progress of the Rights of Private Practice (ROPP) Reform Project.

- The Board **NOTED** the progress of the ROPP Reform Project. Noting proposal to review current arrangements around Patient Episode Initiation (PEI) fees and the application of infrastructure charge on PEI fees to be applied statewide from 1 July 2021 to ensure consistency across arrangements and required for the efficient operation of the Statewide Pathology Billing System (SPBS).
- The Board **NOTED** the proposed uniform approach to governance of research funding to external organisations, ensuring NSWHP is acknowledged as a contributor to research, and entitlement to resulting intellectual property is formalised.
- The Board **NOTED** the preparation of a white paper on the ROPP arrangements, including history of arrangements, revenue generation, referrals and distribution. Paper scheduled to be completed at the end of June for consultation. Learnings to be shared with Ministry of Health (MoH).

Culture, Safety and Wellbeing and Rite Pulse Culture Check

The Culture, Safety and Wellbeing Report was taken as read.

Deanna Paulin provided an overview of the Health, Safety and wellbeing portfolio, including Workers Compensation.

The Board **NOTED** the overview provided.

The Board **NOTED** the Rite Culture Pulse Survey update around the results communication sessions, action planning and outline of next steps.

- The Board **NOTED** the progress on disseminating the results of the Rite Culture Survey and the focus areas and initiatives. Noting focused session to be held at the upcoming Leadership Forum.
- Bimonthly deep dive presentations to be provided to the Board for information.
- Psychological Safety is a focus area and will be presented to the Board at the June meeting.

ACTION: Bimonthly deep dive presentation to be provided to Board members.

Fusion

The Fusion Project Status Report was taken as read.

Items without notice

There being no other business to come before the meeting, the meeting closed 1.20pm.

For Information

Service Configuration Blueprint 2035

Presentation noted for information.

Board Scorecard

Noted for information.

Transformation Programs

Noted for information.

Audit and Risk Management Committee Minutes

Noted for information.

Clinical Council Minutes

Noted for information.

Medical and Dental Appointments Advisory Committee

Noted for information.

Medical Staff Council Meeting Minutes

Noted for information.

NSWHP Operational Plan Quarterly Summary Jan-Mar 2021

Noted for information.

Meeting closed 1.28pm

Endorsed by Peter Loxton, Board Chair, NSW Health Pathology



28/04/2021	Access to the Risk Reporting Portal and risk reporting to be made available to Board members.	Tammy Boone	ONGOING
24/02/2021 Item 12.	A copy of the White Paper to be presented to the Board at a future Board meeting	Tracey McCosker	ONGOING
11/12/2019 Item 8.	NSW Health Statewide Biobank update to be provided at a future Board meeting. Consideration to be given to hosting one of the 2020 Board meetings at the Biobank facility. * Change action responsibility to Stephen Braye	Stephen Braye	ONGOING
Items closed since the last meeting			
28/04/2021	An update on the COVID-19 Vaccination rollout for NSW Health Pathology to be provided to Board members	Tracey McCosker	COMPLETED
28/04/2021	Bimonthly deep dive presentation around Rite Culture Pulse Survey to be provided to Board members.	Deanna Paulin	COMPLETED
26/08/20 Item 2.	Dan Hunter, Chief Financial Officer, Ministry of Health to be invited to join the October Board meeting. ** Amend Alfa D'Amato to attend May Finance and Performance meeting.	Darren Turner	COMPLETED Finance Leadership Engagement meeting held June 2021
28/04/2021	NSW Health Pathology 2021/22 Internal Audit Plan to be presented at the June Board meeting.	Tammy Boone	COMPLETED