

## Minutes for NSW Health Pathology Board

27/04/2022 | 10:00 AM - 01:45 PM, Meeting Room South 10, Level 1, 1 Reserve Road, St Leonards, Bar Beach Boardroom, Newcastle and Teams.

### Attendees

Peter Loxton, Maree Gleeson, Michael Legg, Nicholas Hawkins, Darren Turner, Lyn Baker, Jason Ardler, Cathryn Cox and Elizabeth Salisbury

**Apologies:** Carmen Rechbauer and Nigel Lyons

**In Attendance:** Tracey McCosker, Tammy Boone, Martin Canova, Michael Whiley and Jess Lee

**Secretariat** Tanya Dunn

### Welcome, Acknowledgement of Country and Emergency Management

The Chair declared the meeting opened with acknowledgement of country and welcomed those present.

The Chair **NOTED** apologies received.

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

The Secretariat recorded the minutes.

### Declarations of Conflict of Interest

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

No new conflicts of interest were declared.

### Confirmation of previous Minutes and Review of Action Log

Board members were invited to comment on the minutes.

The Board members **APPROVED** the draft Board meeting minutes of 23 February 2022 as an accurate record of the meeting.

**MOVED:** Nicholas Hawkins

**SECONDED:** Maree Gleeson

The Action Log was reviewed and noted.

## **Chief Executive Update**

The Chief Executive's report was taken as read.

## **COVID 19 Update**

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

## **Provision of pathology services at Port Macquarie Base Hospital Update**

The Board was updated on the status of the proposed transfer of pathology services from Port Macquarie Base Hospital to NSW Health Pathology.

The Board **NOTED** Deloitte's Value and Cost Evaluation undertaken in March 2022.

The Board **ENDORSED** NSWHP's intention to meet with the Executive of the Mid North Coast Local Health District (MNCLHD) and NSW Health representatives to identify and clarify the next steps surrounding a proposed service model, schedule and transition plan, and communication plan.

**Action: The Chief Executive to brief the Coordinator-General, Regional Health, NSW Ministry of Health, around providing pathology services at Port Macquarie Base Hospital.**

## **Opportunity to work more closely with CHW Pathology Overview**

The Chief Executive provided the Board with an overview of an opportunity for NSWHP to collaborate more closely with the CHW Pathology, including NSWHP and SCHN undertaking a joint project to explore options to improve services for NSW children, young people and their families.

The Board took note of the overview and next steps to engage with the SCHN Board and provided in-principle support.

## **Overview of the impact of floods on NSWHP's staff and service**

Michael Symonds, Director, Forensic and Analytical Science Services (FASS), presented information on the impact and response of recent floods on NSWHP's staff and services.

**Action: Michael Symonds will express the Boards appreciation to the staff and management of NSWHP for their efforts in responding to the floods.**

## **Update on the new strain of COVID-19 and its potential impact and Japanese encephalitis and our role in managing and reporting on this.**

Dominic Dwyer provided an update on the new strain of COVID-19 and its potential impact and Japanese encephalitis and NSWHP's role in managing and reporting on this.

The Board **NOTED** the updates provided.

## **Strategic Priority 3- Integrate systems to deliver truly connected care**

### **Anatomical Pathology Working Group on Digital Pathology**

Associate Professor Ewan Millar and Professor Wendy Cooper provided an update on the next steps and development of a strategic roadmap for NSWHP's adoption of Digital Pathology, which includes exploring innovative ways to deliver sustainable pathology services that meet the needs and expectations of our customers and community.

At the Strategic Leadership Team meeting in April, the Discovery Phase Report was presented, and the identified recommendations for the project's next steps were endorsed. The next project phase will focus on solution development, design and prototyping. Findings will inform recommendations for a business case for consideration by the Digital Transformation Amalgamated Steering Committee and the Strategic Leadership Team.

The information provided, the Discovery Phase Report, and the proposed next steps were **NOTED** by the Board.

A brief discussion was held around the importance of systemic ethical consent and ethics approval. An update on the Digital Pathology Project will be provided to the Board at a future Board meeting.

### **Standing Items**

#### **Finance and Performance Committee**

The Finance and Performance Committee Report was taken as read.

Darren Turner, Chair of the Finance and Performance Committee, provided an overview of the financial performance of NSWHP.

Noting:

- The March 2022 Full Year Forecast.
- YTD NCOS is favourable to the budget.
- Underlying BAU result is unfavourable YTD. Noting the total NSWHP NCOS ex COVID.
- LHD Discount/eHealth and Health Infrastructure Transfer.
- BAU revenue was impacted as a result of COVID-19 and the reduction in elective surgery in the YTD.
- Intrahealth revenue is down on the budget for the YTD.
- Infrastructure fee revenue is down on the budget for the YTD.
- Employee related costs were unfavourable for the month with high levels of sick leave and overtime.
- Goods and Services unfavourability in the month due to increased supplier costs and unmet efficiency targets.

- Budget targets around revenue escalation, efficiency targets and procurement targets.

The Board **NOTED** the Scorecard Highlights for March 2022.

Martin Canova updated the Board on the Point of Care Testing (PoCT) Operator Identified Training Compliance. Michael Whiley and Martin Canova will review the data accuracy and confirm the number of PoCT operators and update the Board out of session.

## **Audit and Risk Management Committee**

Lyn Baker, Chair of the Audit and Risk Management Committee, provided an overview of the Audit and Risk Management Committee Meetings held on the 17 March, 13 April 2022.

Noting:

- Progress on the NSWHP Internal Audit Plan for 2021-2022.
- Sign off for Early Close financial statements
- The ARMC and Board will be updated on progress in six months around the key findings and recommendations and management responses from the Point of Care Testing Audit Report and the Procurement Audit Report. Noting a focus area around compliance management and instilling a culture of compliance.
- The Audit Program is progressing as planned, with three audit reports to be presented to the ARMC in July 2022.
- The ARMC raised and discussed emerging risks related to the budget, climate change, global instability, recruitment and fatigue and the Rural Health Strategy.
- The Board asked Lyn Baker to express their appreciation and thanks to Peter Mayers and Marcia Doheny for their years of service and contributions to the ARMC.
- The Board **NOTED** matters of governance to be considered at the July ARMC meeting around succession planning, Performance Framework update and Operational Plan update.

**Action: Out of session, the Board Chair and the ARMC Chair will meet to provide feedback on the focus areas raised at the ARC sector-wide leadership forum for all NSW Government Boards around wellbeing of the workforce, climate change and cyber security.**

## **Clinical Council**

The Clinical Council report was taken as read.

Michael Whiley, Chair of the Clinical Council Committee, provided an overview of the Clinical Council meeting held on 16 February 2022 from Wiljakali Country, Broken Hill.

Noting:

- Four new Council members welcomed and present. Departing four Council members were acknowledged for their attendance and support.
- The meeting's theme was "Our Scientists and Technical Officers: Everything you wanted to know and ask".

- The proposed topic around the "Utility of testing and the appropriateness of requests to the patient condition" will be presented at the May 2022 Clinical Council meeting.
- The Board **NOTED** the activities and performance of the Clinical Council.

## **Medical Staff Council**

Elizabeth Salisbury, Chair of the Medical Staff Council, provided a verbal update of the meeting held on 20 April 2022.

Noting discussions were held with the Chief Executive and Chief Pathologist on the following :

- Clinical Governance
- Laboratory Supervision and Core Laboratory
- Rights of Private Practice
- Enhance the level of engagement with junior and mid-career pathologists
- Recruitment and retention of pathologists and teaching
- Position/role of Local Pathology Directors in the organisational structure.

## **Medical and Dental Appointments Advisory Committee**

The Medical and Dental Appointments Advisory Committee (MDAAC) report was taken as read.

Maree Gleeson, Acting Chair of the MDAAC, provided an overview of the meetings held on 16 March 2022 and 20 April 2022.

Noting:

- Discussion around credentialing paperwork for appointments to atypical positions and coronial autopsies by private pathologists and the annual Royal College Pathologists Australasian (RCPA) Continuing Professional Development (CPD) certificate requirements for dual fellowship appointments.
- Maree Gleeson acknowledged Michael Whiley and Marco Chan's excellent work and support provided to the Committee.

## **Quality and Clinical Safety Committee**

The Quality and Clinical Safety Committee Report was taken as read.

Nicholas Hawkins, Chair of the Quality and Clinical Safety Committee, provided an overview on the 29 March 2022.

Noting:

- Improvement or equal performance in all Patient Safety and Complaint KPIs. The frequency of complaint notifications has remained stable.
- The continued development of the Health Interoperability Toolkit (HIT) and how HIT is helping NSWHP to build IT resilience, improve security, and plan for future requirements.

- The Chief Executive provided an update to the Board on the proposed Clinical Governance restructure and progress around the Director Clinical Governance role.

## **Culture, Safety and Wellbeing**

The Safety and Wellbeing Report was taken as read.

Jess Lee, Acting Director, People and Culture, provided an overview of the Health, Safety and Wellbeing portfolio, including Workers Compensation.

Noting:

- Workers' Compensation claims increased slightly from the previous financial year.
- Reimbursement of APA adjustment for the financial year.
- One psychological claim is pending from the PHO Vaccine mandates.
- Ministry of Health Work Health Safety (WHS) Audit completed at Dubbo. Report currently with the Executive for review and comment. Noting excellent result.
- Work Health Safety Mandatory Training target over 85% completion and expecting a further increase in the June reporting to the Board.
- COVID vaccination for NSWHP is currently at 98% vaccinated, with 2% currently without vaccination records.
- Employee Assistant Program (EAP) usage was 27.3% for February and 7.1% for March 2022.

## **Fusion**

The Fusion Project Report was taken as read.

The Board noted the update provided by the Chief Executive on the Quality Management Information System project. Noting that the vendor selection process had been delayed until June 2022 to allow for a second round of negotiations with the two preferred suppliers.

## **Board Members Conference**

Nicholas Hawkins provided an overview of the Board Members Conference.

Cathryn Cox noted the highlighted focus areas for all NSW Health Boards around workforce and financial and environmental sustainability.

## **Items without Notice**

- Environmental Sustainability will be discussed at an upcoming Board meeting.
- NSWHP COVID leads are collaborating with the Ministry of Health regarding changes to COVID-19 testing and respiratory winter testing to triplex testing, as well as providing Local Health Districts with daily Winter Testing PCR reporting (LHDs).

There being no other business to come before the meeting, the meeting closed at 1.45 pm.

## **For Information**

### **NSW Health Pathology Scorecard**

The Scorecard was provided for information and taken as read.

### **Medical and Dental Appointments Advisory Committee Meeting Minutes**

Noted for information.

### **Finance and Performance Committee Meeting Minutes**

Noted for information.

### **Quality and Safety Committee Meeting Minutes**

Noted for information.

### **Audit and Risk Management Committee Meeting Minutes**

Noted for information.

### **Clinical Council Committee Meeting Minutes**

Noted for information.

### **Medical Staff Council Minutes**

Noted for information.

### **Transformation Programs**

The Transformation Programs report was noted for information.

Martin Canova provided a brief overview of the NSWHP's Transformation programs. The Board will be provided with an additional update at a future Board meeting.

Endorsed by Peter Loxton, Board Chair, NSW Health Pathology



27/10/2021 Item 6.	Presentation to the Board at a future meeting on the progress of projects within the Amalgamated Steering Committees.	Martin Canova	ONGOING
24/02/2021 Item 12.	A copy of the White Paper to be presented to the Board at a future meeting. ** Delayed will be prioritised for May 2022.	Tracey Dwyer	ONGOING Aug 2022
11/12/2019 Item 8.	NSW Health Statewide Biobank updates to be provided at a future Board meeting. Consideration is to be given to hosting one of the 2022 Board meetings at the Biobank facility.	Tracey McCosker	ONGOING OCT 2022
<b>Items closed since the last meeting</b>			
27/04/2022 Item 11.	Out of session, the Board Chair and the ARMC Chair will meet to provide feedback on the risk areas raised at the ARC sector-wide leadership forum for all NSW	Peter Loxton Lyn Baker	ONGOING
27/04/2022 Item 5.	The Chief Executive to brief the Coordinator-General, Regional Health, NSW Ministry of Health around the provision of pathology services at Port Macquarie	Tracey McCosker	COMPLETED
27/04/2022 Item 7.	Michael Symonds will express the Boards appreciation to the staff and management of NSWHP for their efforts in responding to the floods.	Michael Symonds	COMPLETED
15/12/2021 Item 8.	Present to the Board the work undertaken by the Anatomical Pathology Working Group on Digital Pathology.	Martin Canova	COMPLETED
23/06/2021 Item 8.	An update post end of the financial year 2021 to be provided to the Board around the process and management of transitioning COVID-19 to BAU. Updated ** Partly addressed in strategic discussions October and December meetings.	Darren Turner	COMPLETED