

Minutes

NSW Health Pathology Board

File ref: 16/04



Date:	28 th April 2016	Time:	2.30-4.30pm	Venue:	Boardroom, Sage Building, Level 13, 67 Albert Ave, Chatswood	
Attendees:	<u>Present:</u> Dr Steve Flecknoe-Brown (Chair) Mr Murray Austin, Mr Kevin Forward, Professor Graeme Stewart and Ms Kay Hyman <u>In Attendance:</u> Ms Tracey McCosker, Ms Vanessa Janissen, Dr Gus Koerbin, Professor Roger Wilson and Mr Andrew Sargeant <u>Secretariat:</u> Ms Tanya Dunn			Apologies:	Professor Dominic Dwyer and Ms Vanessa Janissen	
Item No.	Agenda Item	Discussion		Action/ Decision	Responsibility	Timeframe
1.	Welcome & Attendance	<ul style="list-style-type: none">Professor Dominic Dwyer and Ms Vanessa Janissen were noted as apologies.The Chair, Dr Steve Flecknoe-Brown opened the meeting at 2.35pm and welcomed those present and Tanya Dunn recorded the minutes.A quorum of Board members was present and the meeting proceeded with business.				
2.	Declarations of Conflict of Interest	<ul style="list-style-type: none">The Chair, Dr Steve Flecknoe-Brown disclosed potential Conflict of Interest.The Chair, Dr Steve Flecknoe-Brown to provide written confirmation of disclosed potential Conflict of Interest.Ms Tanya Dunn, Board Secretariat noted the disclosure of the potential Conflict of Interest.		Ms Tanya Dunn to record the disclosure of Conflict of Interest on the Conflict of Interest Register and the Board Meeting Minutes of the 28 th April.	Ms Tanya Dunn	ASAP
3.	Confirmation of Previous Minutes	<ul style="list-style-type: none">The Board members APPROVED the draft Board meeting minutes of THE 25th February				

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		2016. <i>Moved:</i> Murray Austin <i>Seconded:</i> Kevin Forward			
4.	Business Arising from Previous Meetings	<ul style="list-style-type: none"> The Action Log was reviewed as part of the agenda. 			
Items for action / endorsement:					
5.	Chief Executive Report	<ul style="list-style-type: none"> Ms Tracey McCosker provided an update on NSW Health Pathology. The Board NOTED the Chief Executive Report. 			
6.	Finance and Performance	<ul style="list-style-type: none"> Mr Murray Austin provided an update on the Finance and Performance Committee. The Board NOTED the Finance and Performance Committee report. In particular, Mr Murray Austin noted: <ul style="list-style-type: none"> An emphasis on reducing employee excessive leave with a decrease of 15.4%; exceeding the 10% target required. Noting previously reported issues with the billing systems and debt recovery, impacting the Infrastructure Fee and LHD Revenue Projection lines. Software upgrades have been undertaken and are now progressing towards resolution on the backlog of billing. First SAC 1 incident in over 12 months. Workplace claims injuries are well within target. 	Discussion to occur between Ms Tracey McCosker, Mr Eddie Van Den Bempt and Ms Michelle Williams regarding the coning of referred pathology samples and consideration to a loan of funds from the Number 2 Account to fund the upgrade.	Ms Tracey McCosker	ASAP

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		<ul style="list-style-type: none">▪ Professor Graeme Stewart made reference to the coning of pathology samples referred by specialists; requesting that analysis of referred work from specialists to be undertaken.▪ Noting that a substantial upgrade to the current computer software is required. Consideration to a loan of funds from the Number 2 Account to fund the upgrade.			
7.	Audit and Risk Management Committee	<ul style="list-style-type: none">▪ The Board <u>NOTED</u> the Audit and Risk Management Committee Report for information.▪ In particular, Ms Tracey McCosker noted:<ul style="list-style-type: none">○ Mr Allan Cook will be standing down as Chair of the Audit and Risk Management Committee as of 30th June 2016.○ Mr Peter Scarlett, long standing committee member has been appointed as Chair, Audit and Risk Management Committee and will commence in the role for the July meeting.○ Mr Peter Mayers has been appointed as the new Independent Member of the Audit and Risk Management Committee meeting and will attend the July meeting.○ The Board Chair, Dr Steve Flecknoe-Brown advised that Mr Allan Cook has been appointed as Board Member to the NSW Health Pathology Board and will attend the			

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		June Board meeting as an observer.			
8.	Clinical Council	<ul style="list-style-type: none">▪ The Board NOTED the Clinical Council report for information.▪ In particular, Professor Roger Wilson noted:<ul style="list-style-type: none">○ Meeting summary to be circulated to the Chairs of the Clinical Councils and Local Health District Chief Executives to highlight key issues discussed.○ Professor Roger Wilson made reference to a draft proposal mooted in 2011/12 in statements made in relation to establishing NSW Health Pathology separate from Local Health Districts regarding all senior medical staff be granted honorary medical appointments at the location where they worked within the Local Health District, allowing eligibility to Medical Staff Council membership.○ Professor Roger Wilson and Mr Martin Sainsbury have raised this with NSW Health across both the Workforce Relations and the Legal and Regulatory Services Branch in	<p>Professor Roger Wilson to write to Chairs, Medical Staff Council regarding including NSW Health Pathology Clinical Council as a standing agenda item on the Medical Staff Council meeting agenda.</p> <p>Mr Martin Sainsbury will follow up with NSW Health re: cross credentialing as an ongoing issue disadvantaging pathologists in eligibility to Medical Staff Council membership.</p>		

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the context of cross-credentialing; as an ongoing issue disadvantaging pathologists.

Items for information only:

9.	Point of Care Testing	<ul style="list-style-type: none"> ▪ Mr Andrew Sargeant provided an update presentation to the Board on <u>Point of Care Testing</u>. ▪ Discussion ensued. ▪ In particular, key areas identified requiring further review: <ul style="list-style-type: none"> ○ Costs and value ○ IT systems to reliably deliver timely results ○ Bringing new devices into the system ○ Enhanced training and stock management solutions ○ Greater communications ▪ Four key strategies: <ul style="list-style-type: none"> ○ Define the Point of Care Testing Service Model ○ Demonstrate the value of Point of Care Testing ○ Build sustainability of Point of Care Testing ○ Plan for the future of Point of Care Testing. 	Mr Andrew Sargeant to provide an update to the Board late 2016 regarding the current project underway with Ambulance NSW; and the use of Point of Care Testing devices within the Ambulance Fleet across NSW.	Mr Andrew Sargeant	Dec 2016
10.	Case for Change Presentation	<ul style="list-style-type: none"> ▪ Ms Tracey McCosker provided a presentation to the Board regarding the <u>Case for Change throughout NSW Health Pathology</u>. 			

Other Business

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11.	Items without notice	▪ There were no noted items without notice.			
12.	Board Evaluation				
Items for information only					
13.	Finance and Performance Committee Minutes	▪ Noted for Information only			
14.	Audit and Risk Management Committee Minutes	▪ Noted for Information only			
15.	Clinical Council Minutes	▪ Noted for Information only			
16.	Next meeting	30 th June 2016 – 2.30 – 4.30pm			
17.	Meeting Close	There being no further business to come before the meeting, the meeting was closed at 4.32pm.			

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Topic	Specific action required	Responsibility	Due date	Status Report
Honorary Medical Appointments re: eligibility to Medical Staff Council membership.	Mr Martin Sainsbury will continue to follow up with NSW Health re: honorary medical appointments; cross credentialing as an ongoing issue disadvantaging pathologists in eligibility to Medical Staff Council membership.	Mr Martin Sainsbury	ASAP	Ongoing Mr Martin Sainsbury advised that the Policy Directive (PD) covering staff specialists working across more than one PHO addressed this issue. However, staff specialist pathologists were excluded from coverage under the PD. A revised PD is to be issued, however it will not address the Medical Staff Council issue for staff specialist pathologists. NSW Health Pathology has referred the issue to the

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				NSW Health Legal and Regulatory Services Branch, who are currently reviewing the model by-laws.
Clinical Council Standing Agenda Item	Professor Roger Wilson to write to Chairs, Medical Staff Council regarding including NSW Health Pathology Clinical Council as a standing agenda item on the Medical Staff Council meeting agenda.	Professor Roger Wilson	ASAP	
Coning of referred pathology samples	Discussion to occur between Ms Tracey McCosker, Mr Eddie Van Den Bempt and Ms Michelle Williams regarding coning of referred pathology samples and consideration to a loan of funds from the Number 2 Account to fund the software upgrade.	Ms Tracey McCosker	ASAP	Ongoing Rule 3 flag; has been applied to appropriate testing to ensure coning is accurate. Still waiting on first payment file from Medicare to confirm success.
Point of Care Testing	Mr Andrew Sargeant to provide an update to the Board late 2016 regarding the current project underway with Ambulance NSW; and the use of Point of Care Testing devices within the Ambulance and Patient Transport Fleet across NSW.	Mr Andrew Sargeant	December 2016	Ongoing December 2016
NSW Health Pathology Security Review Audit	NSW Health Pathology to give consideration to undertake a security review audit on all NSW Health Pathology laboratories, collection centers and public	Ms Tracey McCosker Ms Vanessa Janissen	As required	Ongoing Security Review Audit await

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	access areas.			outcome of MoH review in mid-May. Present to the Audit and Risk Management Committee when available. Ms Vanessa Janissen to provide an update to the Board when req.
Phlebotomy Partnership	Dr Gus Koerbin to report back to the Board further progress regarding the phlebotomy partnership at the scheduled June 2016 Board meeting.	Dr Gus Koerbin	June '16	On agenda Gus to provide verbal report at the June Board meeting
Forensic Medicine Branch, end to End Business Review	Ms Catherine Foster-Curry to provide an update to the Board regarding the Forensic and Analytical Science Service, Forensic Medicine end to end business review in one year's time	Ms Catherine Foster-Curry	October '16	Ongoing
NSW Health Pathology Board Constitution	Ms Tracey McCosker to provide a copy of the proposed NSW Health Pathology Board Constitution at the April Board meeting.	Ms Tracey McCosker	April '16	On agenda
Public Health Service	Dr Kerry Chant, Vanessa Janissen and Tracey McCosker to discuss proposed Public Health Workshop; mapping a long term Public Health plan and review existing Public Health Service Level Agreements.	MsTracey McCosker	When req.	Ongoing Further discussion to occur regarding statewide public health issues

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				with the Population and Public Health Unit; draft position statement. Ms Tracey McCosker to provide an update to the Board when available.
Board Evaluation	The Board Evaluation to be distributed to the meeting attendees.	Ms Tanya Dunn	When req.	Ongoing