

**MINUTES OF MEETING OF RCSI HG BOARD HELD ON 12<sup>TH</sup> OCTOBER 2018 AT 8.00 IN THE ROBERT SMITH ROOM, RCSI**

**PRESENT:**

Ms. Anne Maher - AM  
 Prof Anthony Cunningham - AC  
 Mr Colm McGrattan - CMcG  
 Dr Donal de Buitléir - DdeB  
 Mr Douglas Keatinge - DK  
 Prof Helen Roche -HR  
 Mr Enda Connolly - EC

**IN ATTENDANCE:**

Mr. Ian Carter, Chief Executive  
 Ms Sheila McGuinness Chief Operations Officer  
 Mr Rory Farrelly Chief Director of Nursing and Midwifery  
 Prof Paddy Broe Clinical Director  
 Mr Chris Kenny Chief Financial Officer

**APOLOGIES:**

Prof Cathal Kelly - CK  
 Dr Maria Wilson Browne - MWB

<i>Opening Remarks</i>																					
<i>Declarations of Conflicts of Interest Agenda Item 1</i>	The Chair enquired if any Board member wished to declare any conflict of interest in relation to the Agenda. No declarations declared. Apologies were noted from Prof Cathal Kelly and Dr Maria Wilson Browne																				
<i>Approval of Minutes 16.09.18 Item 2</i>	Minutes of the 14 <sup>th</sup> September 2018 meeting agreed.																				
<i>Matters Arising Item 3</i>	None																				
<i>Chair Update Item 4</i>	<p><b>Slaintecare</b></p> <ul style="list-style-type: none"> <li>- PB invited to sit on Slaintecare Expert Advisory Group. First meeting of Slaintecare Expert Advisory Group to be confirmed</li> </ul> <p><b>Winter Planning</b></p> <ul style="list-style-type: none"> <li>- Minister for Health has requested meeting with Hospital Group CEO</li> <li>- Chair congratulated IC on article published in the Irish Medical Times</li> </ul> <p><b>Recruitment of Hospital Group CEO posts</b></p> <ul style="list-style-type: none"> <li>- All Hospital Group CEO posts (except RCSI and CHG) have been advertised</li> <li>- closing date was last week for applicants</li> </ul> <p>Appointment of Beaumont CEO</p> <ul style="list-style-type: none"> <li>- appointment of Ian Carter is in progress.</li> </ul>																				
<i>CEO Report Item 5</i>	<p><b>CEO's Report Tabled and Key Points Included:</b></p> <p><b>Macro Activity cumulative trends</b></p> <table> <tr> <td>ED attendances (new)</td> <td>- 5.1% increase</td> <td>August YTD</td> <td>(n = 5879)</td> </tr> <tr> <td>Emergency Admissions<sup>1</sup></td> <td>- 1.6% increase</td> <td>August YTD</td> <td>(n = 637)</td> </tr> <tr> <td>Other Emergency Admissions</td> <td>- 5.3% reduction</td> <td>August YTD</td> <td>(n = 936)</td> </tr> <tr> <td>Elective Admissions</td> <td>- 1.8% increase</td> <td>August YTD</td> <td>(n = 127)</td> </tr> </table> <ul style="list-style-type: none"> <li>- performance improvement demonstrated Beaumont Hospital 5.9% increase / OLOL 2.6% increase</li> </ul> <p>Day Care attendances</p> <table> <tr> <td></td> <td>- 2.6% increase</td> <td>August YTD</td> <td>(n = 2101)</td> </tr> </table> <ul style="list-style-type: none"> <li>- performance improvement demonstrated Cavan 15.1% / Beaumont 4.2%</li> </ul>	ED attendances (new)	- 5.1% increase	August YTD	(n = 5879)	Emergency Admissions <sup>1</sup>	- 1.6% increase	August YTD	(n = 637)	Other Emergency Admissions	- 5.3% reduction	August YTD	(n = 936)	Elective Admissions	- 1.8% increase	August YTD	(n = 127)		- 2.6% increase	August YTD	(n = 2101)
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	<p><b>Note<sup>1</sup>:</b> Validation exercise being undertaken with regard to Connolly Hospital - evidence of less than optimal patient episode recording</p> <p><b>Finance – projected outturn</b></p> <ul style="list-style-type: none"> <li>- Gross Determined Projection (GDP) 2018. - current projected outturn v GDP is €7.54m (0.8%). Assuming receipt of additional funding the Group projects breakeven (€2m 0.2%)</li> </ul> <p><b>Winter Planning (November - August)</b></p> <ul style="list-style-type: none"> <li>- Winter plan submitted, awaiting agreement</li> </ul> <p><b>Cervical Screening Programme</b></p> <ul style="list-style-type: none"> <li>- RCOG have commenced review - likely to take 6-9 months for completion</li> <li>- current screening results experiencing delays of up to 16 weeks</li> </ul> <p><b>Access IP.DC.OPD Report</b></p> <p><b>Access Review: Outpatient / Day Case / Inpatient report tabled and key points included:</b></p> <p><b>Outpatient - National performance</b></p> <ul style="list-style-type: none"> <li>- 70% of waiters &gt;12 months (n=514,585)</li> </ul> <p><b>Outpatient - by specialty (nationally)</b></p> <p>Key specialties with wait times &gt; 52 weeks</p> <ul style="list-style-type: none"> <li>- ENT</li> </ul> <p><b>% of Adult Patients waiting &gt; 12 months - OPD Hospital Groups -August 2018</b></p> <ul style="list-style-type: none"> <li>- no Hospital Group achieving target performance</li> <li>- RCSI HG highest performer- 81% demonstrated</li> </ul> <p><b>Key RCSI HG specialties with wait volumes &gt; 52 weeks</b></p> <ul style="list-style-type: none"> <li>- Neurology,</li> <li>- Orthopaedics</li> <li>- Rheumatology</li> <li>- Dermatology, Haematology, Neurosurgery</li> <li>- Urology</li> </ul> <p><b>Endoscopy - National performance</b></p> <ul style="list-style-type: none"> <li>- 53% of patients identified as requiring routine GI endoscopy undertaken or offered appointment within 13 weeks. National target 70%</li> </ul> <p><b>% of Adult Patients &lt; 13 weeks - GI Endoscopy Hospital Groups – August 2018</b></p> <ul style="list-style-type: none"> <li>- RCSI HG exceeding national target at 86% (highest performer)</li> </ul> <p><b>Waiting List Initiative</b></p> <ul style="list-style-type: none"> <li>- NTPF process discussed</li> </ul>
<i>Key Performance Metrics Item 6</i>	<p><b>Key Performance Metrics - August 2018</b></p> <ul style="list-style-type: none"> <li>- tabled and noted</li> </ul>
<i>Finance Report Agenda Item 7</i>	<p><b>The Finance Report for August 2018 was tabled:</b></p> <ul style="list-style-type: none"> <li>- the Group project a break even position v budget 2018</li> <li>- budget 2019 - limited development funding anticipated</li> </ul>

<p><i>Strategy Day Board Breakout Session Feedback on key Internal and External Issues and prioritisation of issues raised for action</i> <i>Agenda item 10</i></p>	<p><b>Overall message from the Strategy Day</b></p> <ul style="list-style-type: none"> <li>- the Board should proceed as if it is statutory based and move ahead on the assumption that this will happen and most likely in conjunction with linkage of Community Health and Acute Hospital structures</li> <li>-</li> </ul> <p><b>Prioritisation of Issues Agreed</b></p> <p><b>Social</b></p> <ul style="list-style-type: none"> <li>- promotion of Hospital Group structure</li> <li>- message is 'give us resources and we will deliver'</li> </ul> <p><b>Technological</b></p> <ul style="list-style-type: none"> <li>- investment in the development of smart technology</li> </ul> <p><b>Environmental</b></p> <ul style="list-style-type: none"> <li>- utilise pockets of excellence within Hospital Group</li> </ul> <p><b>Launch of Board Strategy</b></p> <ul style="list-style-type: none"> <li>- proposed take place in January 2019</li> <li>- proposed invite Minister of Health to attend Board Meeting</li> </ul> <p>Initial Projects to be worked on</p> <ul style="list-style-type: none"> <li>- strengthens links with GPs in area through developing GP liaison group</li> <li>- develop formal relationship with Community Groups</li> </ul>
<p><i>Any other business</i> <i>Item 12</i></p>	<p><b>Board Meetings</b></p> <p><b>Agreed that</b></p> <ul style="list-style-type: none"> <li>- papers will continue to be issued in hard copy</li> <li>- from January 2019, Board meetings will take place every two months</li> <li>- one of these meetings will take place in an RCSI HG Hospital</li> <li>- Board Sub-groups will meet quarterly</li> </ul> <p><b>Flu Vaccination</b></p> <ul style="list-style-type: none"> <li>- campaign underway across all sites</li> </ul>
<p><i>Date of next meeting</i></p>	<p>It was agreed that the next meeting would take place on Friday, 16<sup>th</sup> November 2018 at 8am.</p>

Signed: \_\_\_\_\_

Date: \_\_\_\_\_