

**MINUTES OF MEETING OF RCSI HG BOARD HELD ON 13<sup>th</sup> JULY 2018 AT 8.00 IN THE PRESIDENTS MEETING ROOM, RCSI**

**PRESENT:** Ms. Anne Maher  
Prof Anthony Cunningham  
Mr Colm McGrattan  
Dr Donal de Buitléir  
Mr Douglas Keatinge  
Prof Cathal Kelly  
Mr Enda Connolly  
Prof Helen Roche  
Dr Maria Wilson Browne

**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:** None

<i>Opening Remarks</i>	No apologies noted
<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.
<i>Approval of Minutes 16.03.18 Item 2</i>	Minutes of the 15 <sup>th</sup> June 2018 meeting agreed.
<i>Matters Arising Item 3</i>	None
<i>Chair Update Item 4</i>	<p><b>RCSI 26 York Street - RIAI Irish Architecture Awards 2018</b></p> <ul style="list-style-type: none"> <li>- AM extended her congratulations to the RCSI for winning the Public Choice category at the RIAI Irish Architecture Awards 2018.</li> </ul> <p><b>Appointment as Chair - Correspondence from Minister Harris</b></p> <ul style="list-style-type: none"> <li>- correspondence received confirming appointment as Chair of the RCSI Hospital Group Board.</li> </ul> <p><b>Political Representative Meetings</b></p> <ul style="list-style-type: none"> <li>- meeting with TD, Louise O'Reilly, Sinn Fein's spokesperson for Health scheduled for the 19<sup>th</sup> July 18.</li> </ul> <p><b>Meeting Mr Dean Sullivan, Deputy Director General - Strategy</b></p> <ul style="list-style-type: none"> <li>- successful meeting with Mr Dean Sullivan, Deputy Director General - Strategy took place.</li> </ul> <p><b>Director General Position</b></p> <ul style="list-style-type: none"> <li>- the HSE have advertised for a new Director General. Candidates for the five year contract have until August 9<sup>th</sup> to apply.</li> </ul> <p><b>Slaintecare</b></p> <ul style="list-style-type: none"> <li>- Taoiseach, Leo Varadkar and the Minister for Health, Simon Harris have announced the appointment of Ms Laura Magahy as Executive Director to lead</li> </ul>

	<p>the new Sláintecare Programme Office and of Dr Tom Keane as Chair of the Sláintecare Advisory Council. These are two key roles to drive forward reform of the health service, in line with the vision in the Sláintecare report.</p> <ul style="list-style-type: none"> <li>- meeting with Ms Laura Magahy to be convened</li> </ul> <p><b>CEO Beaumont</b></p> <ul style="list-style-type: none"> <li>- EC meeting with Liam Woods regarding this matter.</li> </ul> <p><b>Meeting with Taoiseach and Minister for Health</b></p> <ul style="list-style-type: none"> <li>- a meeting has been requested by the Taoiseach’s office for the 16<sup>th</sup> July.</li> </ul> <p><b>Letter from Tracey Conroy Dept of Health to Liam Woods HSE</b></p> <ul style="list-style-type: none"> <li>- some discussion took place on the statutory basis of the Hospital Groups and on the interpretation of their role set out in this letter which is inconsistent with that set out in the Minister for Health’s letters of Board appointments.</li> </ul> <p><b>RCSI Strategy Development Day - 14<sup>th</sup> September</b></p> <ul style="list-style-type: none"> <li>- Board meeting to take place 8:00am - 9:00am followed by Strategy development session from 9:00am- 13:30pm</li> <li>- schedule of day will circulated in advance.</li> </ul>																								
<p><i>CEO Report Item 5</i></p>	<p><b>CEO’s Report Tabled and Key Points Included:</b></p> <p><b>Macro Activity cumulative trends</b></p> <table border="0"> <tr> <td>ED attendances (new)</td> <td>- 5% increase</td> <td>May YTD</td> <td>(n = 3549)</td> </tr> <tr> <td>Emergency Admissions</td> <td>- performance maintained</td> <td>May YTD</td> <td>(n = 10)</td> </tr> <tr> <td>Elective Admissions</td> <td>- performance maintained</td> <td>May YTD</td> <td>(n = 8)</td> </tr> <tr> <td></td> <td>- performance improvement demonstrated Beaumont Hospital 4.5% increase / OLOL 2% increase</td> <td></td> <td></td> </tr> <tr> <td>Day Care attendances</td> <td>- 2% increase</td> <td>May YTD</td> <td>(n = 921)</td> </tr> <tr> <td></td> <td>- performance improvement demonstrated Cavan 17% / Beaumont 3%</td> <td></td> <td></td> </tr> </table> <p><b>Rotunda</b></p> <ul style="list-style-type: none"> <li>- increase in birth activity compared to other Dublin maternity hospitals noted.</li> </ul> <p><b>Finance</b></p> <ul style="list-style-type: none"> <li>- Group was notified of ‘Determined Projection’ (DP) of expenditure for 2018 (LW/IC 22.03.18), gross maximum expenditure (less VIP target) of €892.1m. Projected expenditure deficit 2018 v target is €2.42m (0.3%)</li> </ul> <p><b>Waiting List Initiative</b></p> <ul style="list-style-type: none"> <li>- contract agreed with a value of €2.4m.</li> <li>- HG focusing on maximising insourcing and usage of all available capacity to meet the demands of the Group in relationship to scheduled care access.</li> </ul> <p><b>Winter Planning (November - May)</b></p> <ul style="list-style-type: none"> <li>- average daily ED (waiting for admission) count of <b>10</b> demonstrated for May 2018 (Winter Plan Target 47 exceeded)- In terms of HSE planning, winter closed</li> </ul> <p><b>Capital Development Status - unchanged</b></p> <p><b>Cervical Screening Programme</b></p> <ul style="list-style-type: none"> <li>- IC provided an update in relation to National Cervical Screening Programme and Scoping Inquiry into the CervicalCheck Screening Programme being led by Dr Gabriel Scally. Review expected to be concluded by September.</li> </ul>	ED attendances (new)	- 5% increase	May YTD	(n = 3549)	Emergency Admissions	- performance maintained	May YTD	(n = 10)	Elective Admissions	- performance maintained	May YTD	(n = 8)		- performance improvement demonstrated Beaumont Hospital 4.5% increase / OLOL 2% increase			Day Care attendances	- 2% increase	May YTD	(n = 921)		- performance improvement demonstrated Cavan 17% / Beaumont 3%		
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	<p><b>DNAs</b> Discussion regarding</p> <ul style="list-style-type: none"> <li>- wait times / DNAs <ul style="list-style-type: none"> <li>- DNA rate remains high despite ongoing validation of appointments. Robust processes in place aimed at reducing DNAs. National DNA 12.8%.</li> </ul> </li> </ul> <p><b>Settlement of Consultant Contract Claims</b></p> <ul style="list-style-type: none"> <li>- noted ‘Settlement of Consultant Contract Claims’ - 15<sup>th</sup> June.</li> </ul> <p>There was discussion</p> <ul style="list-style-type: none"> <li>- on retention of junior doctors and Consultants, particularly the need for ensuring appropriate allocation of resources i.e. theatre sessions, OPD sessions, administrative support on commencement.</li> <li>- opportunity for RCSI and Group to better manage induction of new Consultants including the development of a Consultant welcome pack.</li> <li>- also noted, the Public Service Pay Commission is due to finalise the first element of its report by the end of July which is an examination on whether the country’s health service is experiencing difficulties recruiting and retaining key medical and nursing staff.</li> </ul> <p><b>National Healthcare Quality Reporting System - Annual Report 2018</b></p> <ul style="list-style-type: none"> <li>- the National Healthcare Quality Reporting System (NHQRS) is the Irish health indicator framework. This report provides information on 35 indicators that give an overview of how our health service is performing as compared to international health systems. The report highlights areas for further examination and improvement.</li> </ul> <p>There was discussion on</p> <ul style="list-style-type: none"> <li>- the importance of for ensuring accurate coding data in such reports.</li> </ul> <p><b>Flu Vaccine</b></p> <p>There was discussion on</p> <ul style="list-style-type: none"> <li>- having the correct strain of flu vaccine in preparation for 2018 vaccination programme. SMCG following up with AHD regarding same.</li> </ul>
<p><i>Key Performance Metrics</i> <i>Item 6</i></p>	<p><b>Key Performance Metrics - May 2018 tabled and key points included:</b></p> <p>There was discussion on</p> <ul style="list-style-type: none"> <li>- staff absenteeism levels across the Group <ul style="list-style-type: none"> <li>- necessary robust management of absenteeism not consistent across Hospital Group.</li> <li>- engagement with management across all sites ongoing. Focus on Senior managers on site being empowered to manage same.</li> <li>- absence rates within voluntaries lower than statutory hospitals – with exception of Connolly.</li> </ul> </li> </ul> <p>There was discussion on</p> <ul style="list-style-type: none"> <li>- the number of serious falls in Cavan <ul style="list-style-type: none"> <li>- Cavan reporting 0.0 (n=0). No serious falls, however there would have been number of falls not resulting in serious injury.</li> </ul> </li> </ul>
<p><i>Finance Report</i> <i>Agenda Item 7</i></p>	<p><b>The Finance Report for May 2018 was tabled:</b></p> <ul style="list-style-type: none"> <li>- Group target remains breakeven v’s Gross determined projection (GDP) v’s pay budget.</li> <li>- assumed outstanding funding issues identified in the finance report are</li> </ul>

	<p>addressed.</p> <ul style="list-style-type: none"> <li>- additional €21m patient income deficit including potential claw back of income by VHI. Acute Hospital Division advised no action to be taken to reduce cost to offset income deficit.</li> <li>- it was noted that non pay budget was reduced nationally in order to protect pay budget and expectation that Groups would breakeven v's pay budget. Group continues to trade on performance and control of pay.</li> <li>- EC on behalf of Beaumont Board has written to LW and Minister regarding GDP 2018 and consequent cash flow issues for Voluntary Hospital.</li> </ul>
<i>Clinical Director Report Item 8</i>	<p><b>The Clinical Director report for May 2018 was tabled</b></p> <ul style="list-style-type: none"> <li>- PB updated Board on recommendations of completed review of patient complaint in Cavan. Recommendations being implemented.</li> </ul>
<i>Appointment of Board Sub Committees Item 9</i>	<p><b>Board Sub Committee:</b></p> <p><b>Finance Committee</b></p> <ul style="list-style-type: none"> <li>- next meeting scheduled for September.</li> </ul> <p><b>Quality and Safety Committee</b></p> <ul style="list-style-type: none"> <li>- meeting took place on 5<sup>th</sup> July.</li> </ul>
<i>Any other business Item 10</i>	<p><b>Media</b></p> <ul style="list-style-type: none"> <li>- Beaumont to feature on RTE's 'My Broken Brain' documentary.</li> </ul>
<i>Date of next meeting</i>	<p>It was agreed that the next meeting would take place on Friday, 14<sup>th</sup> September 2018 at 8am.</p>

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

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