

MINUTES OF MEETING OF RCSI HG BOARD HELD ON 11TH MAY 2018 AT 8.00 IN THE ROBERT SMITH MEETING ROOM, RCSI

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

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

APOLOGIES: None

<i>Opening Remarks</i>	The Chair opened the meeting and welcomed members.
<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 13 th April 2018 meeting agreed.
<i>Matters Arising Item 3</i>	None
<i>Chair Update Item 4</i>	<p>Ministerial Visit 30.04.18 (LOL Hospital)</p> <ul style="list-style-type: none"> - Minister Harris was due to officially open the new 29 bedded ward but was unavailable due to unforeseen circumstances. Deputy Fergus O’Dowd presided in his absence. <p>Board Strategy Day:</p> <ul style="list-style-type: none"> - Half day session scheduled for the 14th September between 8am-2pm. Board members to revert to the Chair with their availability. <p>Future Health Summit, Dublin, May 28th 2018</p> <ul style="list-style-type: none"> - IC invited as guest speaker at the Future Health Summit. LK to circulate details of same to Board members. <p>Meeting Stephen Donnelly, TD - Fianna Fail’s new Health Spokesperson</p> <ul style="list-style-type: none"> - Meeting scheduled for the 31st May.

<p>CEO Report Item 5</p>	<p>CEO's Report Tabled and Key Points Included:</p> <p>ED attendances (new) - 5.4% increase March YTD (n = 2229) Emergency Admissions - 3% decrease March YTD (n = 557) Elective Admissions - 3% decrease March YTD (n = 79) Day Care attendances - 4% decrease March YTD (n= 1712)</p> <p><i>Note 1 March activity negative variance due to red weather alert and additional bank holidays</i></p> <p>Finance</p> <ul style="list-style-type: none"> - HG notified of 'Determined Projection' (DP) of expenditure for 2018, as such gross maximum expenditure (<VIP target) of €892.1m. - No cost reduction measures to be taken to address income shortfall per AHD instructions - Gross expenditure .v. Determined Projection variance (0.9%) - March ending - Development Funding verbally confirmed, yet to be allocated - NTPF insourcing agreement - 3 sites verbally confirmed, yet to be allocated - RCSI Hospital Group Operational Plan 2018 published <p>Cervical Screening Programme- Audit</p> <ul style="list-style-type: none"> - IC provided an update in relationship to National Cervical Screening Audit. 209 patients identified. Independent review will be undertaken by Dr Gabriel (UK) Helpline established. Callbacks underway. Dundalk & Rotunda actively involved in same. <p>Discussion took place regarding</p> <ul style="list-style-type: none"> - Open Disclosure and the importance for building patient and public trust in the health system to be considered in more depth at next board meeting and subsequent Strategy Day.
<p>Key Performance Metrics Item 6</p>	<p>Key Performance Metrics - March 2018 tabled and key points included:</p> <p>Diagnostic Imaging Waiting Times:</p> <ul style="list-style-type: none"> - US 68.87% waiting < 3 months - Group did not achieve target / Beaumont Hospital achieving target - MRI 91.68% waiting < 6 months - Group did not achieve target / Beaumont Hospital 94% compliance - CT 84.83% waiting < 6 months - Group did not achieve target / Beaumont Hospital 98% compliance <ul style="list-style-type: none"> - ongoing focus across all sites continuing - necessity for additional capacity / capability investment required to achieve performance targets particularly relating to <ul style="list-style-type: none"> - Connolly <ul style="list-style-type: none"> - Ultrasound - 47% compliance - CT - 52% compliance - Cavan <ul style="list-style-type: none"> - Ultrasound - 79% compliance - MRI - 75% compliance <p>Human Resources:</p> <p>Discussion took place regarding</p> <ul style="list-style-type: none"> - the employment of locum medical staff on a number of sites <ul style="list-style-type: none"> - recruitment in Level 3 hospitals has proven difficult, therefore the number of locum staff on these sites are higher than Level 4 / speciality sites - Beaumont Hospital , Connolly Hospital. - contracts of indefinite duration no longer issued within RCSI HG - focus to minimise the number of medical staff being employed at Consultants level not on the specialist register. Number of medics at present with pre 2008 conditions (specialist register was not a requirement at this time) being actively engaged with by Clinical Director in conjunction with Medical Council to process for registration.

<p><i>CD Report Agenda Item 8</i></p>	<p>CD Report tabled and key points included:</p> <div style="background-color: black; width: 100%; height: 80px; margin-bottom: 10px;"></div> <p>Prof Frank Keane has completed a report which analysed the operational and administrative barriers to efficient creation, and approval of and recruitment to Consultant posts. The bureaucracy surrounding applying for and recruiting consultant staff is significant and has recently worsened following the publication of this report</p> <p>Discussion took place regarding</p> <ul style="list-style-type: none"> - having an autonomous recruitment and appointment process for all hospitals in the Group would be far more efficient. - having cross site posts has made recruitment more appealing. One example of this is establishment of the Foetal scanning service (anomaly scan) for OLOL / Cavan with Consultant work force shared with the Rotunda. <p>Discussion took place regarding</p> <ul style="list-style-type: none"> - the new Rotunda Hospital will at some future time be built on the Connolly Hospital site. Additional gynaecology sessions were created in Connolly and there are now 3 consultants posts linked to the Rotunda. In consultation with the Master of the Rotunda, RCSI Hospitals, in July 2018 is launching a 7 day emergency service for benign gynaecology between Connolly, Beaumont and the Rotunda. This will guarantee Consultant availability for all acute gynaecology cases in all three hospitals on a continuous basis.
<p><i>Finance Report Agenda Item 7</i></p>	<p>The Finance Report for March 2018 was tabled and key points included:</p> <ul style="list-style-type: none"> - noted pay budget 0.9% variance YTD - non pay impact of demand and activity noted - budget reduction v 2017 outcome - income impact of private health insurer's campaign to reduce use of insurance. Analysis of impact required for further discussion. <p>Finance Sub Committee</p> <ul style="list-style-type: none"> - 1st meeting held 8th May. Discussion ensued in relation to budget methodologies including ABF, multi -annual budgets and impact of Slainte Care plan. Issues for further discussion <ul style="list-style-type: none"> - Group budget strategy - Internal audit - ICT infrastructure.
<p><i>Appointment of Board Sub Committees Item 9</i></p>	<p>Board Sub Committee:</p> <p>Quality and Safety Committee Meeting through Quality and Safety Manager, RCSI HG to be convened in advance of next Board meeting.</p>
<p><i>Board Membership Recompense Item 10</i></p>	<p>Board Membership Recompense: Currently in process.</p>
<p><i>Date of next meeting</i></p>	<p>It was agreed that the next meeting would take place on Friday, 15th June 2018 at 8am.</p>

Signed: _____

Date: _____