

**MINUTES OF MEETING OF RCSI HG BOARD HELD VIA MICROSOFT TEAMS ON 20<sup>th</sup> November 2020 @ 8.00AM**

**PRESENT:**

Ms. Anne Maher - AM  
 Prof Anthony Cunningham - AC  
 Prof Cathal Kelly - CK  
 Prof Helen Roche - HR  
 Dr Donal de Buitleir – DdeB  
 Mr Colm McGrattan - CMCG  
 Dr Maria Wilson Browne- MWB  
 Mr Douglas Keatinge – DK  
 Ms Gillian Harford - GH

**IN ATTENDANCE:**

Mr. Ian Carter	Chief Executive
Mr Chris Kenny	Chief Financial Officer
Ms Sheila McGuinness	Chief Operations Officer
Prof. Patrick Broe	Clinical Director
Ms Petrina Donnelly	Director of Nursing and Midwifery
Mr Keith McCarthy	Director of Human Resources

**APOLOGIES:** N/A

<b>Opening Remarks</b>	The Chair opened the meeting.																		
<b>Declarations of Conflicts of Interest Item 1</b>	On enquiry from the Chair there were no conflicts of interest.																		
<b>Review of Minutes Item 2</b>	Minutes of 11 <sup>th</sup> September 2020 meeting agreed.																		
<b>Matters Arising Item 3</b>																			
<b>Chair Update Item 4</b>	<p><b>RCSI Hospital Group Board</b></p> <p>The Chair reiterated that the terms of office of all RCSI Hospital Board Members is due to cease in 2020. She has been in communication with the office of the Minister for Health on behalf of the Board but no update has been received to date regarding the new Government’s plans for Hospital Group Boards.</p> <p><b>Sláintecare Update</b></p> <p>No update to date on the Slaintecare projects implementation from the HSE’s Director General</p>																		
<b>CEO Report Item 5</b>	<p><b>Macro Activity cumulative trends</b></p> <table border="0"> <tr> <td>ED attendances (new)</td> <td>- 10.6% reduction (n=15019)</td> <td>Sept YTD (n = 126485)</td> </tr> <tr> <td>Emergency Admissions</td> <td>- 2.7% reduction (n=1100)</td> <td>Sept YTD (n = 40097)</td> </tr> <tr> <td>Other Emergency Admissions</td> <td>- 34.2% reduction (n=6541)</td> <td>Sept YTD (n = 12594)</td> </tr> <tr> <td>Elective Admissions</td> <td>- 32.4% reduction (n=2962)</td> <td>Sept YTD (n = 6173)</td> </tr> <tr> <td>Day Care attendances</td> <td>- 20.6% reduction (n=2080)</td> <td>Sept YTD (n = 77442)</td> </tr> <tr> <td>OPD attendances (new)</td> <td>- 17.1% reduction (n=22657)</td> <td>Sept YTD (n = 87345)</td> </tr> </table> <ul style="list-style-type: none"> <li>- impact in terms of activity reduction - patient non-attendance, patient cancellation, demonstrated from 14.03.20 onwards</li> <li>- all ED sites demonstrating appropriate control / patient processing in terms of Patient Experience Time (PET) and low volumes of ED patient “waits”</li> <li>- Rapid Access Cancer clinics maintained and achieving wait time targets</li> </ul>	ED attendances (new)	- 10.6% reduction (n=15019)	Sept YTD (n = 126485)	Emergency Admissions	- 2.7% reduction (n=1100)	Sept YTD (n = 40097)	Other Emergency Admissions	- 34.2% reduction (n=6541)	Sept YTD (n = 12594)	Elective Admissions	- 32.4% reduction (n=2962)	Sept YTD (n = 6173)	Day Care attendances	- 20.6% reduction (n=2080)	Sept YTD (n = 77442)	OPD attendances (new)	- 17.1% reduction (n=22657)	Sept YTD (n = 87345)
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	<p><b>Establishment of New Regional Health Areas</b> Internal Group report in regard to design of proposal RICO circulated to the Board and tabled at the meeting. This document is in draft form and is not for onward circulation at this time. It was agreed the Board will review the document and provide feedback for the next meeting.</p> <p><b>Designation of Trauma Services</b> - No notification at this time. Inspection took place in August 2019.</p> <p><b>Covid-19 related Key Actions (continuation)</b> - on-site testing (all sites) - creation of covid / non-covid clinical pathways - conversion of day care areas into short term bed capacity - creation of additional critical care capacity - additional capacity through proactive discharge - no visiting - exceptions at ward manager discretion - private hospital bed / usage initiative discontinued 30.06.20 - new tender exercise commenced</p> <p><b>Covid-19 RCSI HG Status as at 09.11.20</b> - 49 inpatients - last patient identified 09.11.20 - last staff member identified 09.11.20</p> <p><b>Service Restorations</b> - September 20 .v. September 19 activity values - ED attendances 1.8% decrease (n=283) - ED admissions 2.7% increase (n=122) - Elective 5.9% decrease (n=52) - Day Case 8.7% decrease (n=524) - as such performance restoration post 1st wave being demonstrated</p> <p><b>Vaccination Programme</b> - commenced CK noted good performance from the RCSI Hospital Group - Hospital compliance (as of September 2020): Beaumont (Beaumont vaccination commencing in October); Connolly (35%); Rotunda (Rotunda vaccination commencing in October); Cavan (17%), Monaghan (<b>44%</b>); OLOL (<b>27%</b>), LCH (<b>25%</b>); RCSI Hospital Group (<b>28%</b>)</p> <p><b>Safe Staff Nursing &amp; Skill Mix Framework</b> – PD discussed the framework for establishing and identifying safe staffing for both nursing and midwives. MWB requested provision of framework to the Board.</p>
<p><b>Finance Report Item 5</b></p>	<ul style="list-style-type: none"> <li>- projected net deficit in 2020 of €7.8m (0.8%), assuming funding matters outstanding including the impact of Covid-19 addressed</li> <li>- covid-19 impact estimate €66.9m include service additionally and expansion projects, absence impact and non-pay cost impact</li> <li>- non-pay consumables cost increase including laboratory, cleaning, security, PPE expected to continue for duration of the outbreak.</li> <li>- equipment purchased from revenue; expected capital grant to remove cost from revenue spend</li> <li>- loss of income - due to reduced private patients, car parking and retail income</li> </ul>
<p><b>HR Report</b></p>	<p>KMcC noted HR are operating within the approved headcount target.</p>



***Attachment 1***

<b><i>AOB</i></b>	The Chair and the Board congratulated the RCSI Hospital Group on their efforts during the current global Covid-19 pandemic.  Dealgan Nursing Home – IC outlined the support offered by RCSI Hospital Group to the Nursing Home during Covid-19.
<b><i>Date of next meeting</i></b>	If the Minister confirms that the Board is to continue the first meeting of the Board will take place on Friday 15 January 2021 at 8 00am.

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

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