

Minutes of the Board of Directors Meeting held in the Boardroom of Our Lady's Children's Hospital Crumlin on Wednesday, 26th June, 2013 at 4.30pm.

Some items have been redacted in line with the Freedom of Information Acts 1997 & 2003

Present

Archbishop Diarmuid Martin (Chairperson), Mr. John Hennessy, Mr. Lorcan Birthistle (Chief Executive), Mr. John Byrne, Mr. David Devlin, Mr. John Healy, Ms. Geraldine Hickey, Ms. Mary Kelly, Sr. Anna Kennedy, Mr. Frank Magee, Councillor Michael O'Sullivan, Ms. Geraldine Regan, Dr. Sean Walsh & Mr. Paul White.

In Attendance

Ms. Suzanne Allen, Dr. Billy Casey, Ms. Sharon Hayden, Ms. Pamela McDonald (Company Secretary), Mr. Simon Moores & Ms. Noreen Johnson.

Ms. Anne Marie Kiernan & Dr. Terence Montague (present for item 13.6.3.5 only)

Apologies

Councillor Ruairi McGinley, Mr. Turlough O'Sullivan & Dr. Colm Costigan.

Conflict of Interest

No conflict of interest was declared.

13.6.1 Draft Minutes

Draft minutes of meeting held on 29th May, 2013 having been circulated, **WERE APPROVED** and signed by the Chairperson.

Action: Approved

13.6.2 Matters Arising

N/A

13.6.3 Chief Executive's Report

Chief Executive's Report for June, 2013 was presented to the meeting by Mr. Birthistle & the Corporate Management Team:

Mr. L. Birthistle spoke to:

13.6.3.1 Redacted

13.6.3.2 National Paediatric Hospital

Mr. Hennessy provided an outline of a meeting which took place with Dr. Jim Browne & the Chairs/Deputy Chairs of the three children's hospitals on 31st May, 2013 in the Department of Health. A further meeting will take place on 27th June, 2013.

Mr. Birthistle advised that the Group Board Chief Executive post is expected to be advertised very shortly.

Action: J. Hennessy

13.6.3.3 Haematology-Oncology & Cardiac Unit

Mr. Birthistle advised the Board on the progression of both projects. It is anticipated that both Units will be opened by September, 2013. The official opening of the Units will be discussed at the next Board meeting.

13.6.3.4 Cardiac Catheterisation Laboratory

Cardiac catheterisation will be discussed in detail at the next Board meeting.

13.6.3.5 Risk Register

Updated Risk Register will be included with Board papers for the next meeting.

Action: L. Birthistle

13.6.3.6 Redacted

13.6.3.7 Research

Mr. Birthistle spoke to briefing document previously circulated. Following discussion, the Board **APPROVED** the three recommendations: establishment of a hospital working group; establishment of a research schedule; NCRC Director of Research to present to Board.

Action: L. Birthistle

13.6.3.8 Inpatient Beds

Mr. Birthistle advised that six infant beds have been closed as part of cost containment 2013. To date, this has not impacted on hospital activity and is being actively monitored by the Corporate Management Team on an ongoing basis.

Action: L. Birthistle

Ms. Suzanne Allen spoke to:

13.6.3.9 EWTD

Ms. Allen referred to the positive outcome of the two week pilot and advised that arrangements will be rolled out for a 6 month period commencing with the changeover of NCHDs on 8th July, 2013.

13.6.3.10 SAP HR & Payroll Project

Ms. Allen reported that the go live date for this project remains 1st July, 2013. She further advised that following a detailed audit of payroll processes and payments, a number of changes will be made over the coming months which will bring payroll calculations into line with Revenue requirements and national best practice.

13.6.3.11 HSE Incentivised Career Break Scheme

The Board were informed of 49 eligible applications for the ICB from OLCHC staff. Corporate Management Team, together with relevant managers reviewed all applications and advised the HSE that the hospital is not in a position to approve any of the applications made, due to specialised skills/competencies of the staff involved and the immediate impact on the safe provision of acute paediatric services that the non-replacement of these posts would cause. The hospital awaits response from the HSE.

13.6.3.12 Public Service Agreement

Ms. Allen confirmed that the hospital is making preparation in anticipation of the introduction of the Haddington Road Agreement from 1st July.

Action: S. Allen

Ms. S. Hayden spoke to:

13.6.3.13 Presentation – Inpatient/Day Case/Out-Patient Waiting Lists

Ms. Hayden presented in detail to the Board on Inpatient & Day Case waiting times & performance against national targets. Board discussion then took place. The Board acknowledged the progress made to date and the challenges which remain.

Action: S. Hayden

Ms. Geraldine Regan spoke to:

13.6.3.14 HIQA (PCHCAI)

Ms. Regan advised that the hospital has received a very positive HIQA Audit Report. The Board congratulated Ms. Regan & Ms. Hayden and requested that the Chief Executive pass on its congratulations on this very successful inspection to all staff.

Based on recommendation 1 of the HIQA Report, PCHCAI will now be included as a standing item on the Board agenda.

Action: G. Regan

13.6.3.15 Child Protection

The Board was informed that the post of Child Protection Specialist Consultant is being progressed through PAS.

13.6.3.16 Communication

Ms. Regan informed the Board of a number of changes which have taken place in the critical area of clinical communication. These include ISBAR Clinical Communication Tool; structured weekly risk huddles; formal structured hospital at night handover & daily senior manager bed status huddle.

13.6.3.17 Healthcare Associated Infections

Ms. Regan tabled to the meeting HSE Infection Prevention & Control Surveillance Profile for the hospital demonstrating positive targets achieved.

Action: Noted

Mr. Simon Moores spoke to:

13.6.3.18 Budget 2013

Mr. Moores reported that the revenue allocation has increased to €117.449m due to the establishment of the Retrieval Service. A formal meeting has been arranged with the HSE for 9th July, 2013.

13.6.3.19 Patient Income

The Board was informed that draft legislation has been issued by the Department of Health (14th June) and the impact of this is currently being assessed by the Hospital.

Action: Noted

13.6.4 Finance Committee

As no meeting has taken place since the last Board meeting, there was no update.

Action: Noted

13.6.5 Audit & Non-Clinical Risk Committee

Chairman of the Audit Committee, Mr. Devlin reported that a meeting took place on 11th June, 2013. Mr. Devlin spoke to the audited Financial Statements 2012. The Board **AGREED** to APPROVE the Financial Statements 2012, subject to the revaluation of the property which is currently in train & a typographical error in Note 17.

Action: D. Devlin

13.6.6 Governance Committee

Deferred.

Action: Deferred

13.6.7 Consultant Appointments

No appointments for approval.

13.6.8 Any Other Business

13.6.8.1 Re-Election of Directors

Mr. Turlough O'Sullivan's term of office as Director of the Hospital terminates on 30th June, 2013. Mr. Birthistle proposed the re-election of Mr. O'Sullivan to the Board for a further three year term of office, subject to the agreement of Mr. O'Sullivan. This was seconded by Mr. P. White. Re-election of Mr. Turlough O'Sullivan was **APPROVED by the Board**.

Action: Approved

There being no further business, the meeting then concluded.

Date of next meeting: Wednesday, 31st July 2013, commencing at 4.30 p.m.