


	Sláintecare Lead, Ms Laura Magahy in the coming weeks.	
5.	Saolta Group Executives Report to the Board	
	<p>The Saolta Group Executives Report (21/2018), circulated prior to the meeting, was taken as read. The following was discussed:</p> <p><u>Key Performance Indicators (KPIs)</u> Discussion took place regarding the KPIs provided to the Board. The Executive advised that the Group have over 200 KPIs, some of which are set nationally. The Board requested that commentary be provided in relation to KPIs that are in the red in the Executives report, outlining what the issues is and what is being done to resolve KPIs in the red. The CEO & COO are to arrange same.</p> <p><u>Group Absenteeism</u> The Board queried the reasons for the increase in absenteeism rates and what action is being taken to address this. The increase was during the winter months where there was a spike in flu and norovirus outbreaks in some hospitals. The CEO will request John Shaughnessy, Group Director of HR to do an analysis of absenteeism by site, outlining the reasons for the increase and provide an update to the Board on the work being undertaken to address it.</p> <p><u>Waiting Lists</u> The Board questioned the Executive on the accuracy of the Waiting List figures provided in the Executives Report to the Board. Ann Cosgrove advised that there is continuous ongoing validation of both inpatient and outpatient waiting lists in all hospitals, which results in some patients being removed from the waiting lists. However, as there is currently no cross validation between Saolta hospitals sites, some patients may be on the waiting list in a few hospitals for the same procedure.</p> <p>The Board were advised that a review of Theatre Services and Capacity is due to commence in the coming weeks, which will also look at the centralisation of waiting lists for certain specialties in the southern section of the Group initially.</p> <p><u>Income</u> The Board questioned the Chief Financial Officer on the decrease in income, yet there is an increase in activity. The CFO, Tony Baynes, advised that this is in part due to some private insurance companies advising their members not to use their private insurance if not admitted to a private bed. Infection control and isolation of patients also has an effect on income generation.</p> <p><u>Emergency Care & Patient Experience Times KPI</u> The Board questioned the Executive on waiting times in Emergency Departments and plans to improve same. The CEO advised that tackling the long waiting times in the ED Depts is a priority for the Group and that the Saolta/CHO Joint Winter Plan for 2018/2019 has been submitted to the Acute Hospitals Division. Additional funding and resources has been</p>	<p>MP & AC</p> <p>MP</p>

	<p>requested to allow a number of key initiatives to be implemented to alleviate pressures throughout the coming winter period, and the Group are awaiting feedback from National HSE in relation to same. The CEO and Chief Clinical Director will provide the Board with a verbal update on progress with the Winter Plan submission, at the next Board Meeting.</p>	MP & PN
6.	Update from Board Sub Committees	
	<p><u>Board Audit Committee</u> Darina Kneafsey provided the Board with a verbal update. ICT Procurement and HBS Payroll PUH were both discussed in detail at the Board Audit Meeting. Ongoing issues re internal audit data not matching Saolta data. Meeting in relation to amending terms of reference to reflect oversight of non-clinical risks is scheduled for 2nd October.</p> <p><u>Board Finance Committee</u> The minutes of the meeting held on 11th June 2018, circulated prior to the meeting, were taken as read. Gerry McManus provided a verbal update on the meetings that were held in July and September. The Board Finance Committee will meet with the General Managers in Sligo, Galway and Letterkenny between now and yearend in relation to matching planned activity to budgets.</p> <p>The revised Terms of Reference for Board Finance Committee (23/2018) were approved by the Board.</p> <p><u>Board Quality & Patient Safety Committee</u> The Board Q&PS Committee scheduled for 5th September was deferred to 19th September. A full update will be give at the next Board Meeting.</p> <p><u>Board Strategic Manpower Planning Committee</u> Draft minutes of the meeting held on 28th June were circulated to the Board at the meeting. The next meeting is scheduled for 11th October. The Terms of Reference will be reviewed then and brought back to the Board for approval.</p> <p><u>Board Strategy Committee</u> The minutes of the meetings held on 4th July and 31st July, circulated prior to the meeting, were taken as read. Prof Ciarán Ó hÓgartaigh provided the Board with a verbal update on the meeting held on 4th September. It was agreed to hold a Special Meeting of the Board of Directors on 26th September to discuss and approve the draft Group Strategy 2019-2023. All Board Members were requested to provide their feedback on the draft strategy which was previous circulated to them. Prof. Ó hÓgartaigh complimented the Executive and all those involved in preparing the draft Strategy.</p>	
7.	Arts Trust Update (verbal)	
	<p>Ms. Phyllis Mac Namara provided the Board with a verbal update on the work carried out by the Saolta Arts Trust (formerly the GUH Arts Trust). She outlined the importance of the arts in enhancing the wellbeing of</p>	

	<p>patients, visitors and staff.</p> <p>The Board thanked Phyllis for her update and agreed that the ongoing development of the Arts in the six Saolta Hospitals is essential, and should be included in the Group Strategy 2019-2023.</p>	
8.	Updates & Reports	
	<p><u>Consultant Recruitment Process – Briefing & Proposal</u></p> <p>Dr. Pat Nash, Chief Clinical Director advised the Board that he attend a meeting with Prof Frank Murray, Director, National Doctors Training & Planning Office (NDTP), where the difficulties and delays experienced by the Saolta Group in recruiting Consultants was discussed. The NDTP were supportive of the proposal by Saolta to undertake its own Consultant recruitment. Dr. Nash & John Shaughnessy, Group Director of HR are currently undertaking a review of the process for the recruitment of Consultants and looking at options for Saolta to undertake their own Consultant recruitment.</p> <p><u>Consultants not on the Specialist Register</u></p> <p>Dr. Nash updated the Board on the work undertaken by the HR Dept in relation to consultants who are not on the specialist register.</p>	PN
9.	Any Other Business	
	<p><u>Proposed Schedule of Board Meetings 2019</u></p> <p>The proposed schedule of meetings for 2019 was circulated at the meeting. The Board Members are to provide the Board Secretary with feedback in relation to the proposed dates before the October meeting.</p> <p><u>Fire Safety</u></p> <p>Brief discussion took place regarding the fire safety in the Medical Records Department of Mayo University Hospital, which the Board Members visited that morning while on a walkabout with the General Manager. This issue was raised in light of all the electrical equipment in close proximity to the patient records. Ann Cosgrove to request that Regional Fire Safety Officer to carry out a risk assessment of the department.</p> <p><u>Cardiac Cath Lab, Sligo University Hospital</u></p> <p>The Board expressed their concerns regarding the progression of the Cardiac Cath Lab for Sligo University Hospital. The Board endorsed the business case in 2016 and it was subsequently submitted to the Acute Hospitals Division and HSE Estates in August 2017. However, progress on it has stalled due to the ongoing national review of cardiac services.</p> <p>It was highlighted that the progression of the Cardiac Cath Lab service is critical to the successful appointment of a replacement Consultant Cardiologist for SUH, as the current consultant is due to retire soon. It was agreed that the Chairman, Dr. John Killeen would write to the Minister.</p>	<p>All Board Members</p> <p>AC</p> <p>JK</p>

	<u>Healthlink Referrals</u> Dr. John Morris raised the matter the some hospitals in the Saolta Group are not providing GPs with a confirmation letter when they refer patients via Healthlink, particularly in relation to radiology and antenatal referrals. Ann Cosgrove to investigate and provide a verbal update at the next Board Meeting.	AC
10.	Date of Next Board Meeting	
	The next Board Meeting is scheduled to take place on 10 th October 2018 in Galway.	

The meeting concluded at 5 p.m.

Signed: 
 Dr. John Killeen, Chairman

Date: 10/10/18