

## MINUTES OF MEETING

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# Primary Health Care Nursing Sector Reference Group Meeting

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**Date:** Wednesday, 21 March 2007

**Time:** 1.00 pm – 3.00 pm

**Venue:** CMDHB, Primary Health Care Nursing Team Office, 19 Lambie Drive, Manukau

**Present:** Denise Kivell (Chairperson, CMDHB & Linkperson to Total Healthcare Otago), Judith Davison (School Health), Karlyne Earp (School Health), Devi-Ann Hall (CMDHB), Jean McQueen (East Health), Allan Moffitt (CMDHB), Tepora Peseta (CMDHB), Dolly Rewha (TKOH), Pam Williams (Mangere Community Health Trust), Helen Young (C/-CMDHB, Minute-taker)

**Apologies:** Bronwyn Anderson (CMDHB), Dianne Dawson (School Health), Elizabeth Farrell (Kidz First PHN), Meg Goodman (CMDHB), Pam Henry (Kidz First Home Care Nursing), Janine Horsfall (CMDHB), Trish Jackson-Potter (Plunket Society), Christine Lynch (CMDHB), Karyn Sangster (DN Liaison Nurse Co-ordinator), Louise Troy (Plunket), Colleen Turnbull (Peoples' Centre), Maria West (CMDHB)

### 1. STRATEGIC CONCEPTS UPDATE – Allan

#### PHC Strategy Implementation Programme

- There are four work streams involved. We recognise that we should be half way with the strategy but need better traction because currently we're not even near to this.
- A document has been developed for the next five years. The key issues relate to:
  - a) Funding and accountability (eg. sorting out the next fees rollout etc)
  - b) Service development
  - c) Workforce development
  - d) Change management.
- Allan spoke about work programme and who should have input into which areas for the Ministry and the DHB. Overall, little progress has been made so far. Allan commented that it's been a frustrating process but hopefully the restructuring will see some traction for the future. He believes that we are on the cusp of making some progress.
- There has been a change in personnel within the MOH – Sarah Turner has moved into Margi's team, and Catherine Marshall has taken up Sarah's role. There is also a KPI to downsize the MOH.

#### PHC Plan – Key Objectives

- The future focus is to look at DHB performance around Primary Care. Also, to have measurable KPIs for PHOs. These will be driven down an accountability mechanism which will be much tighter than in the past.
- Ron Dunham has been appointed as the new Chief Operating Officer.
- Specific issues for Nursing include budgets with relation to the following areas: a) Nursing outreach b) Nursing case management and c) money around the Nurse Educator position and adding more students to the Nursing graduates programme. It is hoped that all of these will be fully spec'ed by July.

- Dolly commented that she would like to see some funding provided for the Maori initiative and the enrolled nurses.

### **Mangere Clinic**

- Allan advised that there may be the possibility of having locality-based PHOs in the future.
- They agreed to meet with the PHOs and providers, who have indicated that they want to be involved in the Mangere Clinic project. We need to make the case for change more clearly. There will be strong Nursing representation.
- A key question relates to how do we present the information so that people are clear on what's happening?
- Allan advised that they have the challenge of delivering to the Board by December.
- Our challenge is how we get the sector on our side. We need to work earnestly on how we engage the sector and GPs, and also get the sector involved in helping to find the solutions.
- The role of the work stream groups will be to identify what needs to happen.
- It is envisaged that the Steering Group will consist of the following members: Jenni Coles (Manager for Intermediary Care and Program Manager Health for Older People), Bernard Te Paa (GM Maori Health), Allan Moffitt, possibly Denise Kivell, a PHC Nurse Leader and most likely a representative and GP from each PHO.
- There are a lot of challenges involved but we need to take incremental steps towards progress. We are aware of the need to present this communication effectively.

## **2. MEETING REPRESENTATIVES – Denise**

### **Steering Group**

- Denise advised that a nomination/volunteer is required from this committee to be a Nursing representative on the Steering Group.

**Action Item** – Denise to advise Allan that Pam is our nominee to be the Nursing representative on the Steering Group.

### **CAG & Board Meetings**

- Denise advised that the CAG meetings generally have a more PHC focus, and the Clinical Board meetings are held once a month on a Thursday from 4.00-7.00pm at Kidz First.
- Pam indicated her willingness to be involved either in the CAG (Clinical Advisory Group) meetings or the Board meetings. This motion was seconded by Dolly.
- A suggestion was made by Pam to rotate the representation at these meetings among the Committee members on a regular (eg. yearly basis) so that everyone has the opportunity to sit in on the meetings.

**Action Item 2** – Pam to introduce Jean at the next Clinical Board meeting.

## **3. LABTESTS AUCKLAND CONTRACT – Denise**

- Denise gave a brief overview of the recent situation, where a court decision has been made, to void the new contract between the Auckland DHBs and Labtests Auckland. The judge had made the decision on the grounds of two main issues which relate to a) the inadequate consultation process by the Auckland DHBs and b) the conflict of interest with regard to Dr Tony Bierre and the three Auckland DHBs re: the contracting process.
- Mary Seddon will head the Quality Improvement Service.

**4. SCHOOL HEALTH UPDATE – Karlynn & Judith**

**Referral Forms**

- Karlynn advised of an idea, which has come out of the Hearing Project, to have a referral form for schools. The aim is to distribute these to the District Nurses, GPs, Public Health Nurses, Super Clinic etc. The plan is to also have a template referral letter in the database to send to the various services. She commented that we need to acknowledge receipt of a referral. Karlynn asked the team what they thought of this idea.
- Judith tabled the “School Health Referral Form” (see attachment). Karlynn asked the team what they thought could be incorporated on the form to validate it (eg. have the CMDHB logo etc).
- The team agreed that the suggestion to have a referral form is a good idea, and that it should be kept as simple as possible. A suggestion was made to trial it with some of the schools and practice nurses, and for a report to be provided to the team afterwards.
- Denise made a suggestion to Karlynn to present this idea to the CME session and to talk to Tom Bracken (GP Liaison Business Improvement Team) re: what’s happening in the schools.

**5. UPCOMING EVENTS – Denise**

**PHC Nursing Conference**

- This is scheduled for 10-11 August 2007. The venue is the Waipuna Conference Centre.
- Denise asked the team if they are interested in submitting an abstract eg. School Nursing – what’s happening out there, Life after Innovations etc.

**Science Fest**

- This is scheduled for Thursday, 3 May 2007 commencing at 4.30 pm, with a dinner to follow at 8.00 pm. The venue is the Waipuna Conference Centre.
- This is a yearly event, where papers and posters are presented on innovative practice or research happening at CMDHB. The event features prizes for oral papers and poster presentations.
- Pam is submitting the Healthy Kai project.

**Nursing and Midwifery Awards**

- The presentation ceremony is scheduled for 11 May 2007 commencing at 1.30pm. The venue is the Academic Lecture Theatre, Middlemore Hospital.
- The awards are open to all Registered Nurses and Midwives, Enrolled Nurses, Health Care Assistants, Patient Care Assistants, Hospital Aides, and Community Support Workers in both Primary and Secondary Health.
- Anyone can nominate a colleague for an award. Nominations close on 12 April 2007.
- The following awards will be presented at the ceremony:
  - Ø Graduate Nurse Award
  - Ø Excellence in Practice Award
  - Ø Making a Difference Award
  - Ø Best Support Person Award
  - Ø Most Valuable Preceptor Award
  - Ø Leadership Award.
- Denise requested the team to encourage all of their PHOs to support the Awards.

**International Nurses Day**

- This is on 12 May 2007.

**6. REVIEW OF PREVIOUS MINUTES - Karlynnne**

**CTA Funding – Denise**

- A letter has been received from the CTA (Clinical Training Agency) re: Maori support funding with provision for an extra \$2,000 per applicant. This applies to new graduates and post graduate students. Applications are due by 30 March 2007.

**The Employment of Enrolled Nurses and Nurse Assistants in Acute Settings – Denise**

- A draft Position Statement is being formulated. The work group is to include the NZNO.

**7. CRUICKSHANK UPDATE – Denise**

- Operation Cruickshank will commence on 10 May with “Keep It Out”. Dolly and Devi-Ann will be involved as role-play participants. 16 May is based on the theme “Stamp It Out”, followed by “Manage It Out”, and then “Recovery”.
- Denise made a request to the team to get their Cascade lists up-to-date.

**Action Item** – The team to update their Cascade lists.

- Re: Schools – Denise asked the team what they would like to see done in the schools with regard to the Cruickshank exercise. She pointed out that we would need to get buy-in from the school principals. Denise commented that we want to be able to test some of the systems. Karlynnne will speak with the school principals tomorrow.

**8. PROFESSIONAL FORUM FOR NURSES WORKING WITHIN THE COMMUNITY – Denise**

- This next forum is being held on Wednesday, 18 April 2007 from 6.30-9.00pm in the Academic Lecture Theatre at Middlemore Hospital (see attachment). The guest speaker is Wendy Fairhurst-Winstanley, a Nurse Practitioner from the UK who works as a partner in a general practice and has a strong practice nurse and education background. She will be speaking about her experiences, innovation and partnership in primary care, and the challenges and opportunities available to nurses. A light supper will be provided.
- Please publicise this within your nursing teams. RSVP by 10 April 2007. Contact Karyn Sangster to register.

**9. GENERAL BUSINESS**

**School Health Funding – Karlynnne**

- Karlynnne expressed concern that their funding finishes in June. She advised that the ADHB has picked up the funding for school nurses.
- Karlynnne said that AIMHI is working well but we need governance for support to the nurses.
- Judith commented that the government needs to acknowledge the need for an enrolled nurse in the schools.
- Denise advised Karlynnne and Judith that she would be happy to be an advocate for School Health, if required.

The meeting closed at 3.00 pm.

**NEXT MEETING**

Date: To be advised

Time: To be advised

Venue: CMDHB, Primary Health Care Nursing Team Office, 19 Lambie Drive, Manukau