



**NATIONAL HEALTH EPIDEMIOLOGY AND QUALITY
ASSURANCE ADVISORY COMMITTEE**

**Meeting Minutes
29 March 2006**

Meeting held:	Brentwood Hotel, 16 Kemp Street, Wellington
In Attendance: Wednesday 29 March	Denise Hutchins (DH), Cindy Farquhar (CF), Sharon Kletchko (SK), Jonathan Jarman (JJ), Jim Vause (JV), Robin Youngson (RY), Barry Taylor (BT), Nigel Dickson (ND).
Apologies:	Barbara Greer (BG)
Guests: 1130-1215	Colin Feek, Deputy Director-General, Clinical Services Directorate (Colin)
Secretariat:	Gillian Bohm (GB), Bridgette Connor (BC).

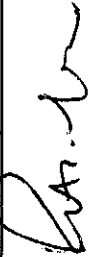
Agenda Items: Summary of Discussions and Decisions

Meeting Commenced:	9:30 am
1. Welcome and apologies	Condolences to Barbara on the sudden and sad loss of her brother. Minutes of 14 February 2006 meeting confirmed.
2. Confirmation of Minutes	No significant events attended.
3. Chair's report	Teleconference held between DH, GB and RY, regarding the workshop with DHB CEOs. Some progress has been made, but no date has been decided. Action: GB, RY and BC to discuss workshop date and details at next weekly EpiQual teleconference. During DH's meeting with the Minister on 13 February 2006, the Minister had commented on the legislation for statutory committees. DH not sure of long-term placement of EpiQual within the Ministry of Health. She was still awaiting a final answer from Colin regarding the placement of the secretariat within the Ministry of Health structure. DH still concerned about resourcing

<p>4. General comments & News</p>	<p>of both the committee and the secretariat. DH has resigned from the role of Chair. SK has resigned from the role of Deputy Chair, as she is now an employee of the Ministry of Health. RY has agreed to step into the role of Deputy Chair and therefore the temporary role of Chair until a replacement is found for DH. BC has been seconded to the policy analyst role within the secretariat, she will be replacing Angie Perry. If you need to contact her please email: bridgette_connor@moh.govt.nz</p>
<p>5. Correspondence – inward/outward</p>	<p>No correspondence.</p>
<p>6. Matters arising from minutes</p>	<p>Presentation by the Paediatric Society epidemiology and the attendance of Jason Whakaari (Manager of NZHIS), this will be brought forward to the next meeting. Action: Secretariat to follow this up. Colin was going to provide the committee with information on access to the State Services Commission Senior Leadership programme. DH reported on the latest from SSC.</p>
<p>7. Update on projects</p>	<p><u>Annual Report</u> As agreed at the last meeting a health report will be prepared for the Minister by the end of June 2006, to update on the EpiQual work programme and meet the legislative requirements to report annually. The annual report will be completed at the end of October 2006. Action: Secretariat to Follow this up. <u>Chartbook</u> David Water's contract has been extended to the end of June 2006. Committee commentaries will need to be done by the end of April, so a draft can be completed by the end of June. Action: Committee to have commentaries in by the end of April. ND suggested that the example given for the commentaries could be improved, ND volunteered to do. Action: ND to send GB new example of commentary when</p>

	<p>completed. CF asked if it would be possible to get access to the raw data. It was noted that it is possible and David Waters is to supply this. The committee decided that there needed to be a section added to the Chartbook to include what we have 'removed' and 'why', also that there needed to be a lot of work done on the introduction.</p> <p>Note: If you need to get raw data from David, please email him on dwaters@ambnz.org.nz</p> <p><u>PQAA</u></p> <p>Still waiting on information on the web enabled form from the Ministry of Health IT section.</p> <p>Action: BC to check with Angie Perry where this is at.</p> <p><u>Adult Mortality Review</u></p> <p>The Minister has decided to forward the EpiQual consultation document to the Cabinet Business Committee.</p> <p>Action: Secretariat to follow up on this process.</p>
<p>8. Planning for meeting with DHB CEOs (date to be decided)</p>	<p>DH, RY and GB have had several teleconferences to discuss the meeting with the DHB CEOs. It has been decided to try and plan the meeting around the same time as the Health Innovation Awards. It is planned to invite Peter Senge, who has agreed in principal for a visit or a teleconference. A definite date is still to be confirmed with Peter Senge.</p> <p>Action: GB and BC to talk with RY at next weekly business teleconference</p>
<p>9. Meeting with Colin Feek</p>	<p>The committee had an open discussion with Colin regarding the concerns and future of 'EpiQual'. The committee agreed that there was group dissatisfaction regarding the lack of resources. The group also asked Colin if the Ministry of Health saw the committee as useful.</p> <p>Colin stated that the Ministry of Health and the Minister in general do see the committee as being important and Colin sees 'EpiQual' as being important to work on three issues:</p> <ol style="list-style-type: none"> 1. Medicines Safety and Quality (SQUM) 2. Healthcare acquired infection (HAI) 3. Patient process flows/service configuration (Patient Journey) <p>Colin also discussed that Quality Improvement should be 'bottom up'; this is happening but is fragmented.</p>

	<p>The group discussed whether the committee should begin with the current significant issues of safety but then enable a broader perspective. The role is broad but can be 'fleshed out' if the committee agrees to a 'whole system approach'. EpiQual could become the glue that enables the SOI outcomes to be achieved. SK proposed that we look at the sector through a 'Quality lens', could this lead to the capacity to innovate, the capacity to diffuse and the ability to invest in service development and implementation?</p> <p>Colin also discussed the future of EpiQual Secretariat within the Clinical Services Directorate (CSD). He thought that the committee would stay within CSD and the secretariat would move from 133 Molesworth to the Terrace some time this year.</p> <p>The committee and Colin agreed that it would be a good idea to try and get a DHB CEO as a committee member. This would increase the level of communication and get more involvement from DHBs.</p> <p>Action: Secretariat to get briefing to Minister, asking if DHB CEO can be a committee member.</p> <p>Action: Secretariat to initiate process for appointing new committee members.</p>
<p>10. Discussion – articles circulated</p>	<p><u>Articles</u></p> <p>Different types and aspects of quality systems and their implications. A thematic comparison of seven quality systems at a university hospital. Health Policy Volume 76, issue 2, April 2006. Pages 125-133.</p> <p>Innovation in the health sector – case study analysis. Paul Cunningham, Publin report Number D19.</p> <p><u>Group discussion</u></p> <p>The group was concerned with the fact that 'EpiQual' has no national persona. Also that there is a lack of correspondence and connection with other bodies/agencies. The committee is wondering why they are not being consulted. It was also a general consensus that there is a lack of resources, and therefore no ability to drive forward without a substantive resource investment.</p>
<p>11. Meeting Closed</p>	<p>1215</p>

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12. Action required from afternoon session	<p>Secretariat to investigate if 'EpiQual' is currently 'in sync' with the statutory obligations.</p> <p>SK to obtain Richard Bohmer's talk from Primary Health Conference 2005.</p>
<p>Next Meeting: 26 May 2006 Venue: Wellington Airport Conference Centre (executive board room)</p>	
Minutes Approved	<p>Signature: </p> <p>Date: 26/5/06.</p>