



Tallaght Hospital Board Meeting
Robert Graves Postgraduate Centre
Tallaght Hospital
25th September 2017
07:30-10:00

Present:

Board member

Mr. Liam Dowdall (LD)
 Mr. Eddie Brown (EB)
 Ms. Anna Lee (AL)
 Mr. Andreas McConnell (AMcC)
 Mrs. Mairéad Shields (MHS)
 Prof. Kathy Monks (KM)
 Prof. Patricia Barker (PB)
 Archdeacon David Pierpoint (DP)

In attendance:

Mr. David Slevin (DS)
 Dr. Catherine Wall (CW)
 Ms. Aine Lynch (ALyn)
 Dr. Daragh Fahey (DF)
 Mr. John Kelly (JK)
 Dr. Siobhán Ní Bhraín (SNiB)
 Ms. Madeline O' Neill, Board Secretary

Apologies

Mr. David Seaman (DAS)
 Dr. Jim Kiely (JK)
 Ms. Lucy Nugent (LN)
 Dr. Eleanor O' Leary (EO'L)

No.	Agenda Items	Decisions Made	Action By
		Board only time	
17.07.01	Apologies	Apologies were noted. LD on behalf of Board members thanked DS and CF for the very informative and helpful Hospital walkaround which was organised over recent weeks.	
17.07.02	Patient's Story	Alyn advised the Board that in accordance with a recommendation proposed by the Ombudsman in relation to a case book presentation, it is proposed to review the way the Patient Story is presented at Board meetings. Alyn will revert to the Board in this regard in due course. Alyn advised in respect of a letter of compliment received in relation to the Surgical Service and the Team on Ormsby Ward. The patient complimented staff on their efficiency and positive attitude. Alyn also advised in respect of correspondence received from a relative of a frail elderly patient who had difficulty regarding the check in self-service process and the duration of their wait times. The letter of complaint was brought to the attention of the treating Consultant who responded to the patient directly and apologised for the unfortunate circumstances and will try to do	

	<p>Staff & Organisation Development committee update</p> <p>Quality, Safety & Risk Management committee update</p> <p>Finance committee update</p> <p>Nominations committee update</p>	<ol style="list-style-type: none"> 2. Note the Report. 3. Agree to the Terms of Reference. 4. Note all other items. <p>It was agreed that the Executive Management Team will review the structure of the Internal Audit function and the DOF will revert to the Board in due course.</p> <p>This item was deferred to the next meeting.</p> <p>MHS advised that a meeting of the QSRM Board committee took place on 17th August 2017 and Minutes of that meeting were circulated with Board Papers.</p> <p>This item was deferred to the next meeting.</p> <p>Minutes and issues log of the meeting of the Nominations committee which took place on 16th August 2017 were circulated in advance of the meeting. LD asked the Board to review same and feedback is welcomed.</p>	DC
17.07.07	Integrated Management Report	<p>CEO Report</p> <p>DS provided an update to the Board in respect of Capital development plans in line with TH's Clinical Services Strategy under the following headings:</p> <ol style="list-style-type: none"> 1. The SIMMS Building. 2. ICU. 3. Renal. 4. National Children's Hospital. 5. Redevelopment of front entrance of site and building. 6. Land acquisition. 7. Proposed six floor development. 8. Proposed offsite daycare unit. <p>DS provided an update to the Board in respect of Policy developments in line with TH's Clinical Services Strategy under the following headings:</p> <ol style="list-style-type: none"> 1. DoH Health Service Capacity Review. 2. DoH Independent review of the role of voluntary organisations. <p>DS provided an update with regard to the following operational matters:</p> <ol style="list-style-type: none"> 1. Key OCS Risk. 2. Operational Winter Plan. 3. EMT. <p>DS provided an update with regard to the following Governance issues as follows:</p>	

		<ol style="list-style-type: none"> 1. DMHG Board. 2. CHG Legal Entity. 3. Haughton Institute. 4. Friends of Tallaght Hospital. <p>Medical Board Report There was nothing to report at this Board meeting.</p>	
17.07.08	Ratification of Terms of Reference of the SODC	<p>Terms of reference of the SODC were circulated in advance of the meeting and taken as read.</p> <p>Approval of the terms of reference is sought and granted. Proposed by AMcC seconded by AL.</p>	
17.07.09	Output from the Nominations committee	<p>A briefing paper providing details on the output of the recent meeting of the Nominations committee was circulated in advance of the meeting and taken as read. The Board is requested to approve the recommendations provided in the briefing. Proposed by KM and seconded by MHS.</p> <p>It was agreed that DS and MO’N will progress matters identified as outlined in the briefing paper.</p> <p>LD thanked Mr. Andreas McConnell for his role serving as Board member on the SODC over the years and for his professional expertise in this regard.</p>	DS/MO’N
17.07.10	Contracts	<p>A briefing paper in respect of Contracts for approval by the Board was circulated in advance of the meeting and taken as read. Following discussion the Board approved the relevant contracts (proposed by DP and seconded by PB).</p>	
17.07.11	Winter Plan for scheduled and unscheduled care	<p>Briefing papers in respect of scheduled and unscheduled care were circulated in advance of the meeting and taken as read.</p> <p>JK provided an update as follows in respect of the following scheduled care plan:</p> <ol style="list-style-type: none"> 1. Review of scheduled care plan up to the end March 2017. 2. OPD review, update on waiting list workshops. 3. Assumptions associated with the scheduled care plan. 4. Performance Targets. <p>JK also provided an update as follows in respect of the following unscheduled care plan:</p> <ol style="list-style-type: none"> 1. Review of learnings from winter 2016/2017. 2. Assumptions for winter 2017/2018. 3. Performance targets 2017/2018. <p>The Board discussed this matter in detail and thanked JK for a comprehensive update.</p> <p>It was agreed that the matter of End of Life care will be an agenda item for discussion at a future Board meeting. The End of Life Co-ordinator and the Palliative Care department will have input into this discussion.</p>	CW

		It was agreed that management will revert to Board with regard to opportunities for quality improvement regarding medication safety initiatives.	DF
17.07.12	AOB	DS provided an update with regard to a letter received from the CEO of the DMHG regarding the establishment of the Board of the DMHG. There was no further business to conduct and this concluded the business of the meeting.	
17.07.13	Next Meeting	23rd October 2017 at the Robert Graves Postgraduate Centre.	

Apologies to Ms. Madeline O'Neill, Board Secretary on 4143845/ Madeline.oneill@amnch.ie