



Gold Coast Hospital and Health Board

Gold Coast Hospital and Health Board Meeting

January 2014

No meeting held.



Gold Coast Hospital and Health Board

Gold Coast Hospital and Health Board Meeting 4th February 2014

Summary of the key issues discussed and decisions made by the Board

A meeting of the Gold Coast Hospital and Health Board was held on 4th February 2014 in the Bond Lecture Room, at Robina Hospital.

The meeting was chaired by Mr Ian Langdon and attended by all members of the Board. The meeting was also attended Chief Executive (Ron Calvert), the Executive Director, Finance and Business Development (Ian Moody).

A range of matters were dealt with at the meeting including:

Presentations

- A presentation was delivered on GCHHS Information Technology Services.

Matters for Approval

- Approval of the revised Board Charter and Board Sub Committees Terms of Reference.
- Approval of revised Chief Executive Finance and Procurement delegations.
- Approval of the GCHHS Risk Management Framework.
- Approval of the Clinical Governance Framework and the Safety and Quality Plan 2013 – 2015.
- Approval of recommendations to write-off certain overdue accounts.

Matters for Noting

- The progress of a range of private partnering opportunities was noted.
- Results in the KPI Summary Report from the Safety Quality and Engagement Sub Committee were noted.
- A report on matters relating to land and building was noted.
- The Finance and Performance Report for December 2013 was noted.
- The December 2013 Safety and Wellbeing Scorecard was noted.
- The eMR Update was noted.
- The update on preparedness for ACHS accreditation was noted.
- Reports from the Board Sub Committee were noted.

Summary of Board discussions are provided for the information and convenience of constituents who want to follow the Board's deliberations. The decisions made are approved for publishing by the Chair of the Gold Coast Hospital and Health Board and does not form or represent any part of the minutes of the meeting.



Gold Coast Hospital and Health Board

Gold Coast Hospital and Health Board Meeting

4th March 2014

Summary of the key issues discussed and decisions made by the Board

A meeting of the Gold Coast Hospital and Health Board was held on 4th March 2014 in the Executive Offices Boardroom at Gold Coast University Hospital.

The meeting was chaired by Mr Ian Langdon and attended by Board members Ken Brown, Pauline Ross and Andrew Weissenberger. The meeting was also attended Chief Executive (Ron Calvert).

Board members Allan Cripps and Colette McCool were absent.

A range of matters were dealt with at the meeting including:

Matters for Approval

- The Prescribed Employer Submission was endorsed to the Director-General for approval.

Matters for Noting

- The safety and quality measures which are a requirement of accreditation, as determined by the Australian Commission on Safety and Quality were noted.
- The briefing on the Gold Coast Health and Hospital Service approach to the conversion of Senior Medical Officers and Visiting Medical Officers to individual employment contracts was noted.
- The Board supported the release of a letter to senior medical staff relating including an assurance in relation to the continuity of Human Resources policies.
- The strategic priorities for the relationship with the Gold Coast Hospital Foundation were noted.
- The strategy to outsource long wait patients to private providers was noted.
- The progress of a range of private partnering opportunities was noted.
- The progress of the Gold Coast Institute of Sport, Health and Wellbeing was noted.
- The strategies and progress on improving awareness and prevention of workplace harassment was noted.
- The update on implementation of the LNP election commitment for Mums and Bubs support by GCHHS was noted.
- A report on matters relating to land and building was noted.
- The Finance and Performance Report for January 2014 was noted.
- The January 2014 Safety and Wellbeing Scorecard was noted.
- The eMR Update was noted.
- Reports from the Board Sub Committee were noted.

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Gold Coast Hospital and Health Board

Gold Coast Hospital and Health Board Meeting

1st April 2014

Summary of the key issues discussed and decisions made by the Board

A meeting of the Gold Coast Hospital and Health Board was held on 1st April 2014 in the Executive Offices Boardroom at Gold Coast University Hospital.

The meeting was chaired by Mr Ian Langdon and attended by all members of the Board. The meeting was also attended Chief Executive (Ron Calvert), the Executive Director, Finance and Business Development (Ian Moody).

A range of matters were dealt with at the meeting including:

Matters for Approval

- The following recommendations were endorsed in relation to establishing a Child Care facility at GCUH:
 - Executive Management will identify a suitable site for the development of a “Centre of Excellence” Child Care Centre, noting that employees’ preference is for a “park once” integrated child care and car park option. The preferred business model for the Centre is a third party build, own, operate and transfer approach, governed by contractual arrangement which ensures the GCHHS requirements are satisfied, inclusive of employee representation on the management board. The desired commencement date for services will be not later than December 2016. Executive Management is authorized to proceed to detailed planning to progress the implementation of above, inclusive of a Stakeholder Reference Group.
- The recommendation from the Audit and Risk Committee with respect to the Risk Register which reports ‘high’ and ‘very high’ risks, was accepted.
- The Chairman was authorized to execute a Memorandum of Understanding regarding the Institute of Sport Health and Wellbeing on terms materially consistent with the amended version tabled at the meeting.
- A variation of the Cardiac Surgery Service Agreements with John Flynn Private Hospital Tugun (Ramsay Health) and Allamanda Private Hospital Southport (Healthscope) to 30 June 2014 was approved.
- The updates to the Strategic Plan 2013- 2017 as summarised in Attachment 1, together with consequential amendments are approved and recommended to the Department of Health and Department of Premier and Cabinet for consideration.

Matters for Noting

- The current progress and strategy to negotiate the Health Service Agreement for 2014/15 was noted.
- The operational contingency plans that the HHS is following to manage the risk of disputation or resignations associated with the Government’s medical contracts reforms were noted.
- *The KPI results as noted by the Safety, Quality and Engagement Committee at its meeting on 28 March 2014 were noted*
- The implications and the proposed strategies to reduce risk to the Hospital and Health Service on becoming a Prescribed Employer were noted.
- The progress of a range of private partnering opportunities was noted.
- A report on matters relating to land and building was noted.

- The Finance and Performance Report for February 2014 was noted.
- The February 2014 Safety and Wellbeing Scorecard was noted.
- The eMR Update was noted.
- Reports from the Board Sub Committee were noted.

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Gold Coast Hospital and Health Board

Gold Coast Hospital and Health Board Meeting

6th May 2014

Summary of the key issues discussed and decisions made by the Board

A meeting of the Gold Coast Hospital and Health Board was held on 6th May 2014 in the Executive Offices Boardroom at Gold Coast University Hospital.

The meeting was chaired by Mr Ian Langdon and was attended by all Board members, with the exception of Professor Allan Cripps, who was noted as an apology. The meeting was also attended Chief Executive (Ron Calvert), the Executive Director, Finance and Business Development (Ian Moody).

A range of matters were dealt with at the meeting including:

Matters for Approval

- The Service Delivery Statement for 2014-15 was approved, noting that the final submission will include a confirmed Full Time Equivalent target utilising a methodology to be confirmed by Queensland Health.
- The recommendation of the Finance and Performance Committee to write-off an ineligible inpatient fee of \$52,556.00 for patient (name withheld) is accepted and the write-off was approved.
- The preparation and submission of a case to Queensland Health for approximately \$11M to fund the building refurbishment fit-out and car park construction for the following properties to establish the Southport Health Precinct (SHP) in line with the Project Definition Plan, was approved as listed below:
 - 16 High Street: the former Griffith University Medical and Oral Health School building (GH1) to be known as SHP1, to accommodate a number of GCHHS community services;
 - 8 High Street; the former GCHHS Executive Building to be known as SHP2, for GCHHS office accommodation;
 - Where practical, the demolition and building works to construct an at-grade car park for QFleet vehicles at no. 2, 10, 12 & 14 High Street, for the services located at the SHP.

Matters for Noting

- The current progress and strategy for negotiation of the 2014/15 Service Agreement with Queensland Health, was noted.
- The productivity and efficiency strategy implementation framework was noted.
- The Chief Executive Report was noted.
- The Finance and Performance Report for March 2014, together with the summary of the Finance and Performance Committee on 5 May 2014 tabled at the meeting, was noted.
- The Board supported the submission by Gold Coast Hospital and Health Service to become a Prescribed Employer.
- The proposed timetable for the development of the 2013-14 Annual Report was noted.
- The report on Southport Health Precinct was noted:
- The Safety and Wellbeing performance for the month of March 2014 was noted.

- That the current eMR continues to be supported until its expected transition to the state-wide ieMR Release 2 in late 2014 was noted.
- That preparation for ieMR Release 2 implementation is progressing according to schedule, pending budget approval and allocation was noted.
- The “Classification of the Gold Coast Hospital and Health Service” submission as sent to Mr Ian Maynard, Director General, Department of Health, was noted.
- Discussions on the Gold Coast Hospital Foundation strategy were noted.
- The Board acknowledged that the Clinical Governance and Risk Report would be the subject of detailed review at the Safety, Quality and Engagement Committee and KPI’s were noted.

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Gold Coast Hospital and Health Board

Gold Coast Hospital and Health Board Meeting

3rd June 2014

Summary of the key issues discussed and decisions made by the Board

A meeting of the Gold Coast Hospital and Health Board was held on 3rd June 2014 in the Executive Offices Boardroom at Gold Coast University Hospital.

The meeting was chaired by Mr Ian Langdon and was attended by all Board members. The meeting was also attended Chief Executive (Ron Calvert), the Executive Director, Finance and Business Development (Ian Moody).

A range of matters were dealt with at the meeting including:

Matters for Approval

- The Business Case for the development of a model of care to support Integrated Care for the Gold Coast population was approved.
- The Strategic Plan was approved for publication.

Matters for Noting

- The progress on a range of activities and potential prospects for the Health and Knowledge Precinct.
- The project plan for a GCUH child care service.
- The procurement of a Robina Carpark operator.
- The progress towards developing the Operational Plan for 2014/15.
- The development of the HHS ICT strategic plan.
- A briefing on talent management and workforce planning initiatives.
- A briefing on the changes brought on by the enactment of the Industrial Relations (Fair Work Act Harmonisation No. 2) and Other Legislation Amendment Act 2013.
- A presentation on Budget Priorities for 2014/15.
- Finance and Performance Report for April 2014.
- Performance against key workplace safety indicators.
An update on the current electronic Medical Record (eMR) and scheduled transition to the state-wide ieMR R2. and R3 implementation.
- Gold Coast Health and Hospital Service attained 'Accredited' status in the ACHS survey in March 2014.
- That a Workplace Giving Program is being developed.
- Development of the 2013-14 Annual Report.

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Gold Coast Hospital and Health Board

Gold Coast Hospital and Health Board Meeting

1st July 2014

Summary of the key issues discussed and decisions made by the Board

A meeting of the Gold Coast Hospital and Health Board was held on 1st July 2014 in the Executive Offices Boardroom at Gold Coast University Hospital.

The meeting was chaired by Mr Ian Langdon and attended by all members of the Board, with the exception of Dr Andrew Weissenberger. The meeting was also attended Chief Executive (Ron Calvert), the Executive Director, Finance and Business Development (Ian Moody).

A range of matters were dealt with at the meeting including:

Matters for Approval

- The Gold Coast Hospital and Health Board Instrument of Delegation 2014 delegating the Board's staff management functions to the Gold Coast Hospital and Health Service Chief Executive was approved.
- The Health Service Agreement and Budget Implementation Strategy 2014-2015 was approved.
- The Finance and Performance Report for May 2014 was noted.
- The proposed asset write-offs from Gold Coast Hospital were approved.

Matters for Noting

- A presentation on Productivity Initiatives.
- The progress and strategy of Health and Knowledge Precinct initiatives.
- Finance and Performance Report for May 2014.
- A report on the Review of Research Infrastructure and Capability.
- Performance against key workplace safety indicators.
- The program of works for the stabilisation of eMR, transition to the state-wide ieMR R2, and R3 planning.

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Gold Coast Hospital and Health Board

Gold Coast Hospital and Health Board Meeting

14 August 2014

Summary of the key issues discussed and decisions made by the Board

A meeting of the Gold Coast Hospital and Health Board was held on 14 August 2014 in the Executive Offices Boardroom at Gold Coast University Hospital.

The meeting was chaired by Mr Ian Langdon and attended by all members of the Board, with the exception of Mr Ken Brown. The meeting was also attended Chief Executive (Ron Calvert), the Executive Director, Finance and Business Development (Ian Moody).

A range of matters were dealt with at the meeting including:

Matters for Approval

- The Patient Fiduciary Policy and Guidelines was approved.

Matters for Noting

- A presentation on State of the Nation.
- A presentation on Media Strategy.
- A presentation on Education Collaborations.
- Finance and Performance Report for June 2014.
- A report on the Health Service Infrastructure Plan.
- Performance against key workplace safety indicators.
- All preparatory work for ieMR R2 implementation is progressing and on schedule as planned.

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Gold Coast Hospital and Health Board

Gold Coast Hospital and Health Board Meeting

2 September 2014

Summary of the key issues discussed and decisions made by the Board

A meeting of the Gold Coast Hospital and Health Board was held on 2 September 2014 at Carrara Health Centre meeting room.

The meeting was chaired by Mr Ian Langdon and attended by all members of the Board, with the exception of Mrs Colette McCool. The meeting was also attended Chief Executive (Ron Calvert), the Executive Director, Finance and Business Development (Ian Moody).

A range of matters were dealt with at the meeting including:

Matters for Approval

- The 2014-2017 Internal Audit Plan was approved.
- Indemnity Deeds entered into by the HHS and two Senior Officers were approved.

Matters for Noting

- A presentation on Current State Analysis of the GCHHS Workforce.
- A presentation on Defining World Class Ambitions.
- A presentation on Capacity Planning.
- Finance and Performance Report for July 2014.
- Performance against key workplace safety indicators.
- Memo from the Director-General in relation to Rescission and Retention of various Health Services Directives.

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Gold Coast Hospital and Health Board

Gold Coast Hospital and Health Board Meeting

7 October 2014

Summary of the key issues discussed and decisions made by the Board

A meeting of the Gold Coast Hospital and Health Board was held on 7 October 2014 in the Executive Board Room, Level 4, Gold Coast University Hospital.

The meeting was chaired by Mr Ian Langdon and attended by all members of the Board, with the exception of Allan Cripps. The meeting was also attended by Chief Executive (Ron Calvert), the Executive Director, Finance and Business Development (Ian Moody).

A range of matters were dealt with at the meeting including:

Matters for Approval

- Nil

Matters for Noting

- A presentation on Primary Health and Community Services.
- A presentation on World Class Healthcare.
- A presentation on State Health Infrastructure Plan (SHIP).
- A presentation on Total Asset Management Plan (TAMP).
- Finance and Performance Report for September 2014.
- Performance against key workplace safety indicators.

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Gold Coast Hospital and Health Board

Gold Coast Hospital and Health Board Meeting

4 November 2014

Summary of the key issues discussed and decisions made by the Board

A meeting of the Gold Coast Hospital and Health Board was held on 4 November 2014 in the Executive Offices Boardroom at Gold Coast University Hospital.

The meeting was chaired by Mr Ian Langdon and attended by all members of the Board. The meeting was also attended by Chief Executive (Ron Calvert), the Executive Director, Finance and Business Development (Ian Moody).

A range of matters were dealt with at the meeting including:

Matters for Approval

- Variation to current Gold Coast University Hospital Facilities Management contract was approved.
- Amendment to Delegations for Pharmaceutical charges was approved.

Matters for Noting

- A presentation on the Gold Coast Hospital and Health Service Research Strategy.
- Finance and Performance Report for October 2014.
- Centre for Excellence (Childcare) Project update.
- Performance against key workplace safety indicators.

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Gold Coast Hospital and Health Board

Gold Coast Hospital and Health Board Meeting

December 2014

No meeting held.