



## **Communique**

### **Child and Adolescent Health Service**

This communiqué highlights key discussions from the Board's September 2017 meeting as well as other important information.

### **September 2017 Board Meeting**

The Board meeting was held on Thursday 14 September 2017, in the Boardroom of the CAHS Administration Building.

The Board welcomed Dr Robyn Lawrence as a permanently appointed Chief Executive to CAHS. The Board then either discussed or received presentations or reports on the following areas:

#### **Safety and Quality Committee**

- The Chair of the Safety and Quality Committee provided a verbal overview of the Safety and Quality Committee meeting which took place on 12 November 2017; including that the Committee had received a presentation in relation to the Staffing for Safety Team After Hours (STARS) at Princess Margaret Hospital for Children (PMH).
- The Board also noted that the matter of overdue discharge summaries was a significant issue, and that the upcoming strategic planning by the Board will include consideration of how CAHS' values embrace a patient safety culture, including in relation to discharge summaries.

#### **Finance Committee**

- The Board noted the update in relation to the items of discussion from the Finance Committee meeting of 22 August 2017.

#### **Audit and Risk Committee**

- The Board noted the update in relation to the items of discussion from the Audit and Risk Committee meeting of 16 August 2017.
- The Board noted the Committee's recommendation of the milestones in determining the 2018 internal audit programme for CAHS.

#### **Review Oversight Committee**

- The Board noted the update from the Chair in relation to the items of discussion from the Review Oversight Committee meeting of 13 September 2017, including;
  - The procurement of the Independent Project Management Office;
  - The appointment of the medical workforce consultant, Dr Lee Gruner;

- Feedback from the Minister for Health in relation to a recent update to the Minister from the Board on the implementation of the PMH Review Recommendations;
- The proposed corporate structure presented by the Chief Executive;
- The draft terms of reference for the Board's Clinical Advisory Group, at which point the Board agreed to circulate the draft terms of reference to all CAHS staff seeking feedback.

#### Perth Children's Hospital (PCH) Commissioning

- The Board received a presentation from the A/Executive Director Perth Children's Hospital and her colleagues in relation to the PCH Go/No Go (GNG) Program and the Operational Commissioning web based tool.

#### Board administration

- The Board noted the skills matrix that had been drafted for the Board.

#### Other presentations

- The Board meeting was attended by the Assistant Director Business Intelligence Unit during the Board's discussion of CAHS' 2016-17 Annual Report; which the Board resolved to sign when the appropriate documentation was in order.
- The Board meeting was also attended by a Senior State Solicitor from the State's Solicitor's Office to discuss with the Board the matter of the Health Executive Service Instrument of Authorisation.
- The Board received a presentation from insurance broker, KBI Pty Ltd, in relation to Directors and Officers Insurance.

#### **Next Meeting**

The Board will meet again on Thursday 12 October 2017.

Ms Deborah Karasinski  
 Board Chair  
 Child and Adolescent Health Service  
 14 September 2017