Provincial Hoshin: Improve access for patients and reduce ED waits by 60%, necessary improvements in key areas will be achieved by 2019.

**PAPHR Hoshin #1 (Overview)**

**Acute Care Flow (by March 31, 2018)**

- Appropriateness - Decreasing Consults - Decrease re-consults in acutely ill adult inpatients by 50%
- Meeting ELOS for Non-admitted ED Patients - ED LOS @ 90th percentile CTAS I-III = 8 hrs (non-adm pts) CTAS IV-V = 4 hrs (non adm pts)
- Decreasing Hospital Utilization Of COPD Patients - 10% decrease in hospital utilization for patients managing COPD
- Decreasing wait time for psychiatry – 10% reduction from baseline for psychiatry wait times for clients triaged as moderate (T3) and mild (T4).
- Suicide Prevention – 100% of all residents will have the Suicide Prevention screening and assessment protocol.
- HIV Testing – 10% increase from previous year’s values for completed HIV screening tests.

**Clinical Support Services**

**ED Waits & Access...by March 31, 2018**

- Timely results will be provided to all patients so they can be discharged from the ED.
- Improve COPD patients’ access to Pharmacist services.

**Computed Tomography (CT) Wait - days**

**Ultrasound Waits - days**
Senior Medical Officer
ED Waits & Access...by March 31, 2018

- Target: Appropriateness – increased cooperative management of acutely ill adult inpatients
  - Reduce by 50% the # of re-consults to specialists in acute care
  - Target 7% re-consult rate
Senior Medical Officer

Safety...by March 31, 2018

• Target: Hand Hygiene 80% compliance
Primary Health Care
ED Waits & Access...by March 31, 2018

- Decrease in hospital utilization for patients managing COPD – 10% decrease from 2016-17 baseline
- Decrease in wait times for psychiatry -- 10% reduction from baseline in psychiatry wait times for clients triaged as Moderate (T3) and Mild (T4)
Primary Health Care
Safety...by March 31, 2018

- Increase Childhood Immunization Rates -- 1% increase from 2016 RHA coverage rate for:
  - Pertussis – 1 valid dose by 91 days of age
  - Measles – 1 valid dose by 2 years of age
  - Measles – 2 valid doses by 5 years of age
- Increase in # of HIV Tests performed – 15% increase from 2016-17 Ministry Target
- Promote Take Home Naloxone Kit (THNK) distribution within region

Integrated Health Services
ED Waits & Access...March 31, 2018

- Target: Meet expected length of Stay (ELOS) for non-admitted ED patients @ 90th percentile.
  - CTAS III = reduce to 8 hours
  - CTAS IV-V = reduce to 4 hours
- Target: 100% of all LTC residents will have the suicide prevention screening and assessment protocol.
Integrated Health Services
Safety...March 31, 2018

- Target: Implementation of Safety Management System
  - By March 31, 2018 continued implementation of elements 1-6 of Safety Management System at Herb Bassett Home, Whispering Pine Place, and Birchview. See Human Resources

Human Resources
ED Waits & Access...by March 31, 2018

- Target: 75% of all managers will be trained on recruitment and retention.
  - # of new managers trained on R&R
  - wage driven premium hours
  - sick time hours
**Human Resources**

**Safety...by March 31, 2018**

**Target: Reduce Workplace Injuries:**
- 95% of accepted WCB shoulder and back claims
- 100% of accepted WCB shoulder and back claims investigated to Root Cause Analysis (RCA)
- 75% of accepted WCB workplace injury claims

**Target: Safety Management System (SMS):**
- 100% of SMS implemented – Herb Bassett Home
Corporate Services
ED Waits & Access...by March 31, 2018

- Target: 100% of the time the right diet tray will be provided to the right patients.
  - # of diet errors to patients (internal & external to department)
- Target: Reduce number of unresolved helpdesk tickets by 50% by March 31, 2018
  - # of unresolved helpdesk tickets on the first day of each month
Corporate Services
Safety...by March 31, 2018

- Target: Complete cleaning procedure audits on 100% Environmental Services staff by March 31, 2018.
  - # of completed audits of cleaning procedures at the end of each month
  - # of staff who passed the audit of cleaning procedures (mark of 85% or higher) each month

October 2017 Vis Wall
Present: Merv Bender
Larry Fladager
Marcie Kreese
Hugh Otterson
Alan Tanchak
Cecile Hunt, Chief Executive Officer
Cheryl Elliott, Vice President of Finance
Kathy Holmgren, Executive Assistant (Recorder)

Regrets: Don Code

1. Call to Order

- The meeting was called to order by Hugh Otterson at 9:30 a.m.

2. Consideration of the Proposed Agenda

Motion:
“THAT the agenda be approved as circulated.”
M. Bender/M. Kreese………………………………………………………………………………………………………………..carried

3. Approval of Previous Minutes

Motion:
“THAT the Board Finance Audit Committee meeting minutes dated September 20, 2017 be approved as circulated.”
M. Kreese/A. Tanchak………………………………………………………………………………………………………………..carried

4. Business Arising from the Minutes

- None

5. Work Plan

5.1 Monthly Financial Statements

- Ministry of Health has provided all health regions with a new template that is to be used to submit monthly financial information. The previous template started being used by PAPHR Board’s Finance Audit Committee in September 2015. The Ministry of Health also requested that review of financial information occur in an in-camera session.

Motion:
“THAT the Board Finance Audit Committee move in-camera at 9:35 a.m.”
M. Bender/M. Kreese………………………………………………………………………………………………………………..carried

Motion:
“THAT the Board Finance Audit Committee move out-of-camera at 10:05 a.m.”
A. Tanchak/L. Fladager………………………………………………………………………………………………………………..carried
Prince Albert Parkland Health Region has an operating deficit of $1,122,097 for the five months ended August 31, 2017. After required transfers to capital for long term care reserves, mortgage payments, parking equipment purchases and energy performance loan payments the deficit increases to $1,562,711.

The region is forecasting an operating deficit of $3,169,000 for the 2017-2018 fiscal year based on year to date operating results this deficit will increase to $4,220,200 after required transfers to capital.

5.2 Auditors Letter and Management Response

In the MNP Audit Findings Report – Year Ended March 31, 2017, there was nothing noted.

5.3 Review Control Weaknesses Detected in the Prior Year’s Audit and Management’s Plan to Address Them

During the audit of the 2016-2017 fiscal year MNP did not indicate any control weaknesses for the region.

5.4 Review annual audited financial statements, in conjunction with the report of the external auditor, and obtain an explanation from management of all significant variances between comparative reporting periods

The Statement of Financial Position and the Income Statement from the region’s 2016-2017 fiscal year were provided for information. Explanations for significant variances were discussed at the meeting.

5.5 Inquire about changes in professional standards or regulatory requirements

The region is not aware of any changes in professional standards or regulatory requirements that will take place for the 2017-2018 fiscal year. The Ministry and Regional Chief Financial Officers have delayed the move from current reporting to full PSAB until the 2018-2019 fiscal year. As previously reported the Ministry of Finance was in favor of RHAs moving to the new reporting for the 2017-2018 fiscal year however with the transition they have agreed early adoption will not take place.

6. New Business

6.1 Capital Equipment Purchases

In September, 2017 two purchases were made that were not included in the original 2017-2018 capital equipment budget. These items were moved forward due to additional funds made available through the Victoria Hospital foundation:

- CareAssist Beds with Accumax surface (Level 4 – Surgery) $10,257.60
- Table top and extension pad for Cysto table (Operating Room) $ 7,476.41

Recommended Motion:

“THAT the Board Finance Audit Committee recommend to the Prince Albert Parkland Regional Health Authority the approval of the 2017-18 amended capital equipment purchases made in September 2017 totaling $17,734.”

M. Bender/L. Fladager

..........................................................carried
6.2 Approval Request from Kinistino Foundation Pre-Amalgamation Funds

- The Kinistino Foundation has the following outstanding Pre-amalgamation purchases that must be put forward for consideration by the Prince Albert Parkland Regional Health Authority:

<table>
<thead>
<tr>
<th>Purchased</th>
<th>Item description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013-2014</td>
<td>Handivan – cost in excess of donations / fundraising</td>
<td>$38,168</td>
</tr>
<tr>
<td>2014-2015</td>
<td>Air Conditioning Unit</td>
<td>$40,489</td>
</tr>
<tr>
<td>2014-2015</td>
<td>Replacement of Tub</td>
<td>$18,140</td>
</tr>
</tbody>
</table>

- Total Pre-amalgamation Funds on January 21, 1994 was $340,000.
- Total Pre-amalgamation Funds as at March 31, 2017 are $554,398.

**Recommended Motion:**

“THAT the Board Finance Audit Committee recommend to the Prince Albert Parkland Regional Health Authority approval of the following expenditures by the Kinistino and District Health Foundation Inc. from the pre-amalgamation fund:

2013-2014 Handivan $38,168  
2014-2015 Air Conditioning Unit $40,489  
2014-2015 Replacement of Tub $18,140

M. Bender/A. Tanchak..........................................................carried

**Recommended Motion:**

“THAT the Board Finance Audit Committee recommend to the Prince Albert Parkland Regional Health Authority that the Kinistino and District Health Foundation Inc. be advised that ongoing operating costs for the Handivan will be the responsibility of the Kinistino and District Health Foundation Inc. and not drawn from the pre-amalgamation fund.”

M. Kreese/M. Bender..........................................................carried

7. Informational Items

- Valley Hill Youth Treatment Centre Annual Report – 2016-2017

8. Next Meeting

- Tentatively scheduled for Wednesday, November 22, 2017; Main Floor Meeting Room; 1521 – 6 Avenue West; 9:30 a.m.

9. Adjournment

- The meeting adjourned at 10:40 a.m.
Report to PAPHR Board of Directors

October 18, 2017

Re: Victoria Hospital Foundation

- I attended the regular VHF board meeting Monday October 18th, 2017.
- The board welcomed Duane Braaten to the board.
- The final net proceeds from the golf tournament was 32,795. We had fewer teams registered but still good results. Next year’s tournament will include a change of venue.
- Sherry attended a provincial meeting between the new CEO and other RHA staff along with other foundations. It was a productive meeting with discussions around foundations being part of the larger RHA equipment purchase strategy and finding ways to have the foundations work more collaboratively, which may be a bit of a challenge regarding donor recruitment.
- The 3rd Annual Doctors Gala is in the planning stages now and several nominee submissions have been received.
- The upcoming give a Little Life Day campaign will have proceeds go to the pharmacy this year and the pledge phones this year will be in the Vic hospital lobby along with the radio broadcast.
- The PAPHR staff 50/50 lottery continues to grow with projected net income for the year is over 66,000. Regina Foundation is interested in this fundraiser.
- Next meeting is Monday November 13th, 2017.

Merv Bender