

Draft Minutes

Meeting: HAIGG

Date:	16 March 2016
Time:	1.00 – 3.00 p.m
Location:	Teleconference
Chairs:	Jane O’Malley ,Don Mackie
Attendees:	Grant Pidgeon, Michelle Balm, Sheldon Ngatai, Carolyn Clissold, Eamon Duffy, , Virginia Hope, Kevin Snee Lisa Oakley, Chris McKenna, Kevin Snee, Gabrielle Nicholson, Sally Roberts, Jane Pryer, Noeline Whitehead (1.45 pm)
Apologies:	Bob Buckham, Arthur Morris

Item	
1	<p>Welcome and apologies: Apologies noted for minutes Welcome to Kevin Snee CEO (Hawkes Bay DHB) as the representative for CE’s. Introductions from group members. Grant Pidgeon announced that as he was stepping down from the deputy acting CMO role, he would no longer be a representative on this group Action: Don and Jane to contact CMO group for new representative.</p>
2	<p>Minutes from 16 Dec 2015: Confirmed as true and accurate</p>
3	<p>Action plan updates: 13.3 Hospital based surveillance for CDI Update on the status of the Pilot study for the establishment of national surveillance of hospital-identified CDI in New Zealand: Consistency of this study needs to be verified as the original person responsible for the report no longer works at ESR, and the successor of this work needs to ensure the study has remained consistent. Action: Meeting between ESR representative and Communicable Diseases team arranged for the 17 March. HAIGG will be updated on progress. Lead person: Lisa Oakley (Manager CD team)</p> <p>13.32/13.33IT/IPC Programme requirements for DHBs Update Trevor English (independent IT systems expert) has been contracted to undertake a scoping exercise to review what current IT systems are in place across DHB’s and determine what the needs are for the sector and IPC workforce. Catherine Torrance (MoH Senior project manager) will oversee the project. Estimated time line 3 months. HAIGG will maintain a governance oversight on IT requirements for IPC.</p> <p>Noted:</p>

	<ul style="list-style-type: none"> • HQSC and MoH have been invited to the CE meeting in April to give a presentation on IPC and benefits for patient safety • Realistically it could take until 2017 to develop a national health IT business case. • Data definitions, surveillance needs and governance discussions to continue • HAIGG will continue to have the governance overview of this work • advice for the ministry and for the sector on how this fits in to the broader national IT plan <p>Action: Reports back to group via Catherine Torrance as scoping work proceeds</p> <p>13.34 Surveillance/ CRE Update from Sally Roberts re: Guidance on Carbapenemase Resistant Enterbacteriae. Sally has provided feedback to the Australian guidance and is waiting to see the final draft. Noted. The guideline will mostly be applicable to the New Zealand audience but as there are some references to the Australian Commissions IPC standard's thought need to be given on how that is managed. Action: Sally Roberts will keep group informed on progress of this document</p> <p>13.35 Surveillance – Clostridium difficile as a notifiable disease No update in this area Action: Don Mackie to lead the way forward with this in April.</p> <p>13.30 Infection Prevention & Control – Vaccination requirements for healthcare workers Jane O'Malley discussed with the group, a letter that had been sent to all DHB's from the Ministry of Health, on preventative measures that staff should take if not vaccinated during the influenza season. Noted: Waikato DHB are currently reviewing last year's approach. Action: Request for Waikato's report once completed. Agreed: National Influenza teleconference would be of benefit across 3 disciplines Action: Arrange day and time for national teleconference (Jane P. to liaise with Jane O'Malley and Don Mackie for April.) Update: Teleconference held on the 16 April 2016</p>
4	<p>13.31 Antimicrobial Stewardship Update given by Don on the first AMR action planning group meeting which was held on the 2 March 2016 Including:</p> <ul style="list-style-type: none"> • it is a cross ministry programme led between MoH and MPI • wide representation from across professional bodies • opportunity for sharing work being done in this area by various parties • stocktake to identify gaps and understanding on antimicrobial use in human, veterinarian and agriculture • planned workshops on surveillance systems in both humans and animals • assemble a framework which will develop the AMR strategic plan • review of international strategies • communication plan <p>Noted: Don and Scott will take this work to their respected Ministers HAIGG will be kept informed on progress</p>
5	<p>Antimicrobial Stewardship (AMS)</p>

	<p>Questionnaire update – Eamon Duffy</p> <p>Noted: Any work done through the questionnaire, will be part of the stocktake for the overall AMR strategic plan</p> <p>Sharon Gardiner and Jane P have been working on a questionnaire and piloted across 3 DHB's (Counties Manukau, Hutt Valley and Southern) The next step is to finalise the questionnaire before sending out across all DHB's.</p> <p>The aim of the questionnaire is to:</p> <ul style="list-style-type: none"> • understand what AMS activities already exist across DHBs, • who is responsible for AMS • what data is generated from stewardship • what level of national governance is there • ability to monitor AMS activities <p>Discussion on who the questionnaire should be sent to, to ensure that the right people are involved and accountability is</p> <p>Agreed: AMS questionnaire should be sent directly to the CE of each DHB with an accompanying letter from the Co-Chairs of HAIGG</p> <p>Action: Don Mackie to liaise with Eamon Duffy/Sharon Gardiner and write letter.</p>
6	<p>Other items:</p> <p>HAIGG KPI (papers sent to group) -Group asked to review the KPI's in readiness for next meeting in June</p> <p>Key messages – Brief key points from each meeting to be posted on web page.</p> <p>Minutes of meeting: To ensure that members can report back to their professional bodies, minutes will be posted as draft on the web page and ratified at the following meeting where upon they will go up on the website again this time as formal minutes. There will be a time limit for members to comment on the draft minutes before the final draft is posted on the website.</p>
7	<p>Next meeting 8 June 2016</p> <p>Meeting closed at 1.50 p.m</p>