

# MEMO

**To:** Board Members  
**From:** Elizabeth Wood, Chair of Clinical Governance Committee  
**Date:** 21 February 2018  
**Subject:** **Clinical Governance Report**

## Status

This report contains:  
 For decision  
 Update  
 Regular report  
 For information

### Key messages from Clinical Governance meeting held on 2 February 2018

DHB CGG approved:

- *Changes to the membership of the Clinical Governance Committee* – Some changes have been made to the membership in accordance with the terms of reference, and to reflect changes in the structure and direction. Thanks, and appreciation for the valuable perspectives reflected and contributions made to discussions over the past 2-3 years, were given to departing members.

New standing members of the Committee were welcomed, including a Consumer Council representative and the General Manager Clinical Services. Still to appoint are a Mental Health/DSS Clinician, an RMO from Nelson and Wairau Hospitals and the new Programme Manager the changing Models of Care.

In addition to this, standing invitations to attend any meetings, and a copy of the agenda, are now extended to:

- Chair of Kimi Hauora Wairau PHO clinical governance group
  - Chair of Nelson Bays PHO clinical governance group
  - Senior Medical Staff Committee Chairs x 2
  - Clinical Directors and Associate Chief Medical Officer (ACMO)
  - Associate Directors of Nursing (ADONs).
- *Purpose of the Clinical Governance Committee* – This was revisited briefly at the meeting and currently remains as described in the current terms of reference noted below.

**Purpose:** To lead Clinical Governance across the DHB. To foster intelligent learning from experience.

#### Accountabilities:

- Provide a focus on clinical governance, quality and patient safety activities in order to provide assurance and raise concerns (if appropriate) to the Nelson Marlborough District Health Board.
- Learning from events/complaints and recommendations from external investigating agencies;
- Ensure adequate audit programmes and reporting;
- Oversight of organisational clinical policies;
- Provide guidance on staff appointment and credentialing;
- Provide leadership for departmental learning and training;
- Quality Improvement Planning – including ensuring NMDHB strives for excellence in all national Quality & Safety indicators.

DHB CGG endorsed:

- *Improvements to the DHB intranet document search function* – A combination of work on the background Sharepoint software and diligent attention to naming conventions has seen a marked improvement in the document search function.

Departments have been asked to update policies, procedures and guidelines. It is a 'corrective action' following the recent hospital certification visit – as 43% of our documents are currently expired. The Clinical Governance Support team will routinely be making visible to the owners of these documents which ones need updating.

Elizabeth Wood  
**Clinical Director and Chair Clinical Governance Committee**

**RECOMMENDATION:**

**THAT THE BOARD RECEIVE THE CLINICAL GOVERNANCE REPORT.**