

Nurse Practitioner Led Clinic

April 26, 2011

NECCAC Board Room

Present:

Richard Peters
Debbie Graystone
Jane Ovens
Jane Sippell

Mary Tasz
Dr. Walde
Jane Breckinridge
Julie Briglio

Regrets:

Christian Provenzano

1. Call to order and Agenda review - Debbie
2. Previous Minutes Approval – moved Rich Peters seconded Dr. Walde with changes
Amendments 3.1.1 –remove-David Oraziotti – discussion of media coverage as per Ministry
Dr. Walde left meeting prior to the end at 3.2.3
3.2.5 – Dr. Walde didn't do presentation – Sandra did the presentation
Add Mary Tasz to list of attendees
3. Old Business
 - 3.1.1. Update Human Resources Committee – Sandra – NP positions on Health Force since beginning of April
Drafted local ads clarifying benefits
Sandra had presented HOOPP costing last meeting . Debbie and I met with Mark Lajambe – he laid out for us 2 options
 1. HOOPP 16.7% of 20% budget – put together comprehensive benefit plan
Cost for a group our size – 8.25% - could go into 50/50% split with employees
If we had employees opting out – it would give a bit of float if costs increased due to claims
 2. Group RSP – match the HOOPP rates – still do 16.7% through group rsp. In that case we would control what our contributions are. Not locked into what we pay
Employees control where they are investing.
Discussion: need to give local groups the opportunity to bid for benefit plans
Discussion – what direction to go with? How important is a set pension plan verses investment
What is the alternative to HOOPP?
Need to bring someone from HOOPP to discuss pension
Teleconference to be scheduled – subcommittee to meet with representatives
Rich, Sandra, Mary will sit on subcommittee
To date there are 4 applications for NP position.
Discussion on how to run ads. Looking at running NP ads first and then move to next grouping.
We will get salary dollars as quickly as ministry is able. They will note completion date in application but it is uncertain if we will get the funds in a timely manner.

3.1.2 Update Architect/Contractor – Sandra

Clinic will be complete in six weeks

Meeting every two weeks – meeting this past Wednesday. They are ahead of schedule. Haven't run into any problems yet.

There have been some minor changes with entrance. Perry has been good keeping everyone informed. Meetings are run by Henry. They are going well

Did change the reception area to give us more space in the waiting room area

TASK: Dr. Walde suggested that Sandra get a stretcher to ensure that it will go through so she needs to walk it through the area. That was the reason for the angling of reception so we need to be sure that it can get through.

TASK: Sandra to ensure that the type of glass used in reception is tempered

Sandra invited Board Members to come and tour the new site.

Expected date of completion is mid June

Sandra and Debbie worked on equipment List

Julie and Debbie worked on clinical equipment list

3.1.3 Governance policies - Sandra – policies will be ready for AGM -

TASK: Sandra is meeting with the auditor late this week and she will contact the board with potential dates

3.1.4 EMR Update – Dr. Walde/Sandra – working with Josh McColeman to help determine needs for clinic. Sandra spoke to him about the EMR's – last meeting we had discussed Nightengale as an option – meeting with Nightengale next week to clarify concerns around liability. Sandra spoke with Nicky Shaw about this. Common trend across all of the companies not to take on any liability. Other option is Interhealth. Used in British Columbia. They are doing two days of demos next Thursday and Friday.

Decision around the programs need to be made in the next few weeks if we are to have program in place for opening.

3.2 New Business

3.2.1 Update MOHLTC – Sandra – spoke to Joel today. He is aware that project is moving along and that timing has moved up. Package is with the Financial analyst in Nursing Secretariat Sandra requested that Joel add as a tag that project will be completed sooner than we anticipated Advice from Joel is that when budget will be within a certain invoicing period then we can move forward

Consistent with moving funds 2 – 3 months and June would be three months since we applied.

Ministry is now down two staff and will not be replacing –Joel and Valerie

Sandra and Debbie had a teleconference with Jennifer and Joel. Good discussion but some words of caution regarding having our MPP advocate on our behalf too aggressively which works against us at some point. Told to prioritize when we have MPP advocate on our behalf – they want prior communication when MPP is involved. Minister can stop everything until she sees everything. Message was to communicate with them whenever MPP is advocating for NP clinic.

3.2.2 Financial Update - Rich/Sandra

DGA is now stopped. We will be getting operating budget only

Statement in front of us incorrect in some places – changes will be made prior to going to auditor

Need to show capital asset of 500,000+ -- qualifies for Ministry funding

Adjustments will be made to balance sheet

Pieces of equipment that require higher voltage needs to be identified

Move using line of credit for payroll –moved Rich Peters /seconded Jane Sippell - carried

3.2.3 Operating Budget – Sandra/Debbie- pressure to continue to be applied to Ministry re operating funding

3.2.4 Clarification of Patient Registration – Debbie – inference made in news release that we will be providing service to students of Sault College. This information is incorrect. Students would have to live in Sault Ste. Marie and surrounding communities and have no physician to be seen by the clinic.

TASK: Communication to Sault College is necessary to address incorrect information.

TASK: Time for clinic to define how we are going to take patients. Sandra to bring back how this was handled in other areas.

3.2.5 – Physician Recruitment – letters have gone out. Dr. M. Kuntz is interested. Dr. Chow is the only person that got back at this point from the letter sent.

Several doctors have expressed interest but wanted more information. Sandra has created a further package to these doctors explaining full process, role of NP, role of physician, etc.

3.3 Next Steps

3.3.1 Next Meeting Date - May 18, 2011 – at 5:30 p.m.

June 8, 2011 – 5:30 p.m.

5.0 Round Table

6.0 Parking Lot

7.0 Adjournment