

# New Dunedin Hospital Project Clinical Transformation Group Agenda



<b>Date and Time:</b>	<b>Friday, 12 August 2022(1pm—4pm)</b>
<b>Venue:</b>	Via Zoom 9(2)(g)(ii)
<b>Zoom Meeting:</b>	[Redacted]
<b>Members:</b>	Sheila Barnett (Chair); Patrick Manning (Deputy Chair); Sarah Kalmakoff (Service Management rep); Charlotte Paddon (Nursing rep); Joel Papak (SMO rep); Hazel Simmons (Allied Health rep)
<b>Non-Voting Members:</b>	Bridget Dickson
<b>In attendance:</b>	Members of the New Dunedin Hospital PMO;
<b>Apologies:</b>	

No	Item	Lead	Paper
1	Opening karakia, welcome, introductions and apologies	Chair PMO	
2	<ul style="list-style-type: none"> <li>Confirm minutes (2.1) and decisions (register) of last meeting</li> <li>Actions and matters arising</li> </ul>	Chair	2.1
3	Correspondence <ul style="list-style-type: none"> <li>Letter to Te Whatu Ora Southern Senior surgical leaders confirming outcome of process about doors in DPU</li> </ul>	Chair	3.1
<b>Updates and Reports</b>			
4	Final report on Lockers Analysis		
5			
<b>Strategic Discussion</b>			
6	History and introduction to the NDH Project for new members	All	
7	Fire Evacuation Simulation in ICU	NS	
8	Strategic relationships – Service Planning, Digital – regular cycle of attendance	EG	
9	Clinical support for the Digital Transformation Case	SB	
<b>For Noting</b>			
10	Medical air, O2 and Vacuum resilience in NDH – PACU, DPU, MHDU, CCU	AB	10.0
11	Any other business <ul style="list-style-type: none"> <li>Team Photos - timing</li> </ul> Next Meeting: 26 August 2022	-	

# New Dunedin Hospital Project Clinical Transformation Group Agenda



<b>Date and Time:</b>	<b>Friday, 9 September 2022 (1pm—3pm)</b>
<b>Venue:</b>	Via Zoom 9(2)(g)(ii)
<b>Zoom Meeting:</b>	[Redacted]
<b>Members:</b>	Sheila Barnett (Chair); Patrick Manning (Deputy Chair); Sarah Kalmakoff (Service Management rep); Charlotte Paddon (Nursing rep); Joel Papak (SMO rep); Hazel Simmons (Allied Health rep)
<b>Non-Voting Members:</b>	Bridget Dickson
<b>In attendance:</b>	Members of the New Dunedin Hospital PMO;
<b>Apologies:</b>	

No	Item	Lead	Paper
1	Welcome, introductions and apologies	Chair	
2	<ul style="list-style-type: none"> <li>Confirm minutes (2.1) and decisions (register) of last meeting</li> <li>Actions and matters arising</li> </ul>	Chair	2.1
3	Correspondence	Chair	3.1
<b>Updates and Reports</b>			
4	CHC Rep Recruitment	PM	
5	CTG roles		
<b>Strategic Discussion</b>			
6	Change Requests <ul style="list-style-type: none"> <li>Centralised Sterile Stock Room</li> <li>Doors on Anaesthetic hold rooms</li> </ul>		
7	Report from Hybrid Theatre Visit		
8			
9			
<b>For Noting</b>			
10			
11	Any other business <ul style="list-style-type: none"> <li>Next Meeting: 23 September 2022</li> </ul>	-	



# New Dunedin Hospital Project Clinical Transformation Group Agenda



<b>Date and Time:</b>	<b>Friday, 14 October 2022 (1pm—3pm)</b>
<b>Venue:</b>	<b>Via Zoom</b>
<b>Zoom Meeting:</b>	9(2)(g)(ii)
<b>Members:</b>	Sheila Barnett (Chair); Patrick Manning (Deputy Chair); Sarah Kalmakoff (Service Management rep); Charlotte Paddon (Nursing rep); Joel Papak (SMO rep); Hazel Simmons (Allied Health rep)
<b>Non-Voting Members:</b>	Bridget Dickson
<b>In attendance:</b>	Members of the New Dunedin Hospital PMO; Carolyn Preston for item 6
<b>Apologies:</b>	

No	Item	Lead	Paper
1	Welcome, introductions and apologies	Chair	
2	<ul style="list-style-type: none"> <li>Confirm minutes (2.1) and decisions (register) of last meeting</li> <li>Actions and matters arising</li> </ul>	Chair	2.1
3	Correspondence <ul style="list-style-type: none"> <li></li> </ul>	Chair	3.1
<b>Updates and Reports</b>			
4	Update on CTG Membership	SB	
5	Update on VM process	BD	
<b>Strategic Discussion</b>			
6	Presentation from OP Admin Site Visit team (1 – 1.30)	AT	
7	Clinical Risk Register – October 2022 update	SC	7.1, 7.2
8	Medical Gas Outlets	BG	8.1
9	Assigning workstreams	SB	
<b>For Noting</b>			
10			
11	Any other business <ul style="list-style-type: none"> <li>Next Meeting: 28 October</li> </ul>	-	

# New Dunedin Hospital Project Clinical Transformation Group Agenda



<b>Date and Time:</b>	<b>Friday, 28 October 2022 (1pm—2pm)</b>
<b>Venue:</b>	Via Zoom
<b>Zoom Meeting:</b>	9(2)(g)(ii)
<b>Members:</b>	Sheila Barnett (Chair); Patrick Manning (Deputy Chair); Sarah Kalmakoff (Service Management rep); Charlotte Paddon (Nursing rep); Joel Papak (SMO rep); Hazel Simmons (Allied Health rep)
<b>Non-Voting Members:</b>	Bridget Dickson
<b>In attendance:</b>	Members of the New Dunedin Hospital PMO;
<b>Apologies:</b>	

No	Item	Lead	Paper
1	Welcome, introductions and apologies	Chair	
2	<ul style="list-style-type: none"> <li>Confirm minutes (2.1) and decisions (register) of last meeting</li> <li>Actions and matters arising</li> </ul>	Chair	2.1
3	Correspondence <ul style="list-style-type: none"> <li></li> </ul>	Chair	
<b>Updates and Reports</b>			
4	Gas Outlets – change to Australian Standards	BG	
5	ICU fire evac simulation and next steps	NS & AB	5.1, 5.2
<b>Strategic Discussion</b>			
6	Plan for Automatic Dispensing Cabinets – work towards pilot	NS & CP	
7			
8	Timing of CTG meetings going forward	Chair	
9			
<b>For Noting</b>			
10	ELT Paper on OB Internal Balustrades	LH	10.1, 10.2, 10.3
11	Any other business <ul style="list-style-type: none"> <li>Next Meeting: 11 November 2022</li> </ul>	-	



# New Dunedin Hospital Project Clinical Transformation Group Agenda



<b>Date and Time:</b>	<b>Friday, 11 November 2022 (1pm—3pm)</b>
<b>Venue:</b>	Via Zoom
<b>Zoom Meeting:</b>	9(2)(g)(ii)
<b>Members:</b>	Sheila Barnett (Chair); Patrick Manning (Deputy Chair); Sarah Kalmakoff (Service Management rep); Charlotte Paddon (Nursing rep); Joel Papak (SMO rep); Hazel Simmons (Allied Health rep)
<b>Non-Voting Members:</b>	Bridget Dickson
<b>In attendance:</b>	Members of the New Dunedin Hospital PMO; Service Planning Team; Digital Team for item 6; James Goodwin for item 10
<b>Apologies:</b>	

No	Item	Lead	Paper
1	Welcome, introductions and apologies	Chair	
2	<ul style="list-style-type: none"> <li>Confirm minutes (2.1) and decisions (register) of last meeting</li> <li>Actions and matters arising</li> </ul>	Chair	2.1
3	Correspondence <ul style="list-style-type: none"> <li></li> </ul>	Chair	3.1
<b>Updates and Reports</b>			
4			
5	Risk Register	SC	5.1, 5.2
<b>Strategic Discussion</b>			
6	Digital Team - update		
7	Service Planning Team – report on ELT paper and next steps		
8			
9			
<b>For Noting</b>			
10	Managing Aspergillosis Risk in hospital (1.15)	Chair	10.1
11	Any other business <ul style="list-style-type: none"> <li>Next Meeting: 23 November 11:00 – 13:00</li> </ul>	-	

# New Dunedin Hospital Project Clinical Transformation Group Agenda



<b>Date and Time:</b>	<b>Friday 9 December 2022 (1 - 3pm)</b>
<b>Venue:</b>	Via Zoom
<b>Zoom Meeting:</b>	9(2)(g)(ii)
<b>Members:</b>	Sheila Barnett (Chair); Patrick Manning (Deputy Chair); Sarah Kalmakoff (Service Management rep); Charlotte Paddon (Nursing rep); Joel Papak (SMO rep); Hazel Simmons (Allied Health rep)
<b>Non-Voting Members:</b>	Bridget Dickson
<b>In attendance:</b>	Members of the New Dunedin Hospital PMO;
<b>Apologies:</b>	

No	Item	Lead	Paper
1	Welcome, introductions and apologies	Chair	
2	<ul style="list-style-type: none"> <li>Confirm 2022-11-11_Minutes of last meeting (11 November)</li> <li>Actions and matters arising</li> </ul>	Chair	
3	Correspondence <ul style="list-style-type: none"> <li>Letter to Onc/Haem on managing aspergillosis risk</li> <li>Letter to FiT groups on outcome of CLG recommendations</li> </ul>	Chair	
<b>Updates and Reports</b>			
4	ELT Papers: 2022-12-01_Automated Dispensing Machines Staged Implementation Plan.pdf Dairy Building - Land Title Options - Dec 2022_v1.0.pdf		
5			
<b>Strategic Discussion</b>			
6	Gas Outlets	AB/BG	verbal
7			
<b>For Noting</b>			
8			
9	CTG Clinical Risks and NDH Risk Register for CTG		
10	November Update to ELT		
11	Any other business <ul style="list-style-type: none"> <li>Simulation and transition planning</li> <li>Collab workspace group</li> <li>Lifts publication</li> <li>2023 Meeting Dates</li> </ul>	-	



# Agenda

**Wednesday 18 January 2023 11:00 – 12:50**

Location	PMO Boardroom, 83 Castle Street
VC Details	9(2)(g)(ii)

Invitees	
Sheila Barnett	CTG Chair
Patrick Manning	CTG Deputy Chair
Charlotte Paddon	Nursing representative
Hazel Simmons	Allied Health representative
Joel Papak	Medical representative
Sarah Kalmakoff	Service Management representative
Marie Wales	Community Health Council representative
Bridget Dickson	Programme Director
Simon Crack	Deputy Programme Director
Alice Barach	Clinical Project Manager
Amberley Thomson	Clinical Project Manager
Kate Burton	Clinical Project Manager
Liam Hutton	Clinical Project Manager
Nikki Scott	Clinical Project Manager
Brent Gardyne	FF&E Project Manager
Janina Louie	Business Analyst
Sara Kidd	Transition Programme Manager
Emily Gill	Project Coordinator

# New Dunedin Hospital Clinical Transformation Group

**Te Whatu Ora**  
Health New Zealand

No.	Item	Lead
1	Welcome, introduction and apologies	Chair
2	<ul style="list-style-type: none"> <li>Confirm minutes of meeting 2022 12 09</li> <li>Actions and matters arising</li> </ul>	Chair
3	Correspondence	Chair
<b>Updates and Reports</b>		
4	User engagement post VM decision	SC
5	Preadmission workstream	AT
6	Gas outlets	BD
<b>Strategic Discussion</b>		
7		
8		
9		
<b>For Noting</b>		
10		
11		
12		
13	Any other business <ul style="list-style-type: none"> <li>No meeting 1 February postpone or cancel?</li> </ul>	Chair
14	Next meeting: tbc	



# Agenda

**Wednesday 15 February 2023 11:00 – 12:50**

Location	PMO Boardroom, 83 Castle Street
VC Details	9(2)(g)(ii)

Invitees	
Sheila Barnett	CTG Chair
Patrick Manning	CTG Deputy Chair
Charlotte Paddon	Nursing representative
Hazel Simmons	Allied Health representative
Joel Papak	Medical representative
Sarah Kalmakoff	Service Management representative
Marie Wales	Community Health Council representative
Bridget Dickson	Programme Director
Simon Crack	Deputy Programme Director
Alice Barach	Clinical Project Manager
Amberley Thomson	Clinical Project Manager
Kate Burton	Clinical Project Manager
Liam Hutton	Clinical Project Manager
Nikki Scott	Clinical Project Manager
Brent Gardyne	FF&E Project Manager
Janina Louie	Business Analyst
Sara Kidd	Transition Programme Manager
Emily Gill	Project Coordinator

# New Dunedin Hospital

## Clinical Transformation Group

**Te Whatu Ora**  
Health New Zealand

No.	Item	Lead
1	Welcome, introduction and apologies	Chair
2	<ul style="list-style-type: none"> <li>Confirm 2023 01 18_CTG_Minutes.docx</li> <li>Actions and matters arising</li> </ul>	Chair
3	Correspondence	Chair
<b>Updates and Reports</b>		
4	CTG Clinical Risks CTG Clinical Risks - Feb 23.docx Risk Register Appendix 2 - NDH Risk Register for CTG - February 2023.xlsm	SC
5	Update on Stage 1 Funded Digital Solutions <ol style="list-style-type: none"> <li>Clinical Scanning Project</li> <li>0 2 EMR Project</li> <li>Clinical Booking Solution Project</li> <li>Consumer Engagement Solutions Project</li> <li>Patient Queue Management Project</li> <li>Message Integration Project</li> <li>Wayfinding Project</li> <li>Building Maintenance System Project</li> <li>RTLS Realtime Location Services Project</li> <li>Patient Journey Boards Project</li> <li>☑ Digital Signage Project</li> </ol>	SKi
6		
<b>Strategic Discussion</b>		
7	12:00 Report from Paeds team on visit to Wellington Children's (Te Wao Nui)	LH
8	Outpatients Transition Programme Outpatients Transition programme definition process.pptx <ul style="list-style-type: none"> <li>Allocation of workstreams</li> </ul>	SKi
9		
<b>For Noting</b>		
10		
11		
12		
13	Any other business	Chair
14	Next meeting: 1 March 2023	



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## Agenda

**Wednesday 1 March 2023 13:00 – 14:00**

Location	PMO Boardroom, 83 Castle Street
VC Details	9(2)(g)(ii)

Invitees	
Sheila Barnett	CTG Chair
Patrick Manning	CTG Deputy Chair
Charlotte Paddon	Nursing representative
Hazel Simmons	Allied Health representative
Joel Papak	Medical representative
Sarah Kalmakoff	Service Management representative
Marie Wales	Community Health Council representative
Bridget Dickson	Programme Director
Simon Crack	Deputy Programme Director
Alice Barach	Clinical Project Manager
Amberley Thomson	Clinical Project Manager
Kate Burton	Clinical Project Manager
Liam Hutton	Clinical Project Manager
Nikki Scott	Clinical Project Manager
Brent Gardyne	FF&E Project Manager
Janina Louie	Business Analyst
Sara Kidd	Transition Programme Manager
Emily Gill	Project Coordinator



# New Dunedin Hospital Clinical Transformation Group

**Te Whatu Ora**  
Health New Zealand

No.	Item	Lead
1	Welcome, introduction and apologies	Chair
2	<ul style="list-style-type: none"><li>Confirm minutes of last meeting</li><li>Actions and matters arising</li></ul>	Chair
3	Correspondence	Chair
<b>Updates and Reports</b>		
5	Outpatient Transition Programme High Level Schedule Transtion Programme Schedule March 2023.pdf	Sara
6	Outpatients Transition Programme Digital Solution overview	Sara
<b>Strategic Discussion</b>		
8		
9		
<b>For Noting</b>		
10	2023-03-01_CTG Briefing Paper - N Class Room Function 22 Feb 2023.pdf	
11		
12		
13	Any other business	
14	Next meeting: 15 March 2023	

# New Dunedin Hospital Clinical Transformation Group Agenda

**Te Whatu Ora**  
Health New Zealand

**Wednesday 15 March 2023 11:00 – 12:50**

Location	PMO Boardroom, 83 Castle Street
VC Details	9(2)(g)(ii)

Attendees	Role	Apology
Sheila Barnett	CTG Chair	
Patrick Manning	CTG Deputy Chair	
Charlotte Paddon	Nursing representative	
Hazel Simmons	Allied Health representative	
Joel Papak	Medical representative	
Sarah Kalmakoff	Service Management representative	
Marie Wales	Community Health Council representative	
Bridget Dickson	Programme Director	✓
Simon Crack	Deputy Programme Director	✓
Alice Barach	Clinical Project Manager	✓
Amberley Thomson	Clinical Project Manager	✓
Kate Burton	Clinical Project Manager	
Liam Hutton	Clinical Project Manager	
Nikki Scott	Clinical Project Manager	✓
Brent Gardyne	FF&E Project Manager	
Janina Louie	Business Analyst	
Sara Kidd	Transition Programme Manager	✓
Emma Westwood	Senior Communications Advisor	
Emily Gill	Project Coordinator	
In Attendance	Role	For item
Hamish Cameron	Travel Coordinator	9
9(2)(a)		10
Matt Jenks	Sustainability Champion	9 & 10
Roana Bellow	Compass Kitchen Manager	10
Heather Fleming	Service Manager:Non Clinical Services	10

IN CONFIDENCE



# New Dunedin Hospital

## Clinical Transformation Group Agenda

No.	Item	Lead
1	Welcome, introduction and apologies <ul style="list-style-type: none"> <li>Welcome Emma who has joined PMO as a Senior Communications Advisor</li> </ul>	Chair
2	<ul style="list-style-type: none"> <li>Confirm 2023-03-01_CTG_Minutes.docx</li> <li>Actions and matters arising</li> </ul>	Chair
3	Correspondence	Chair
<b>Updates and Reports</b>		
4	Standing item: Update on Transition Programme <b>Eight year NDH Transition Programme Schedule (please refer first page)</b> NDH Transition Programme Plan_150323.pdf	Ski
5	CTG Clinical Risks CTG Clinical Risks - March 23.docx Risk Register Appendix 2 - NDH Risk Register for CTG - March2023.xlsm	
6		
<b>Strategic Discussion</b>		
7	CETES Functional one pager CETES Service Definition v1.01 Copy.pptx	Ski / AB
	CSSD Functional one pager CCSD Service definition v0.1.pptx	Ski / KB
	FOH Project Brief FOH Project Brief v0.1.pptx	Ski
8	CTG Workplan	Chair
9	Results and Update on Travel Survey	Hamish Cameron
10	Results of Study on Organic Waste in Dunedin Hospital	9(2)(a)
<b>For Noting</b>		
11	CTG Executive Statement 8 March 2023_DRAFT.docx	Chair
12		
13	Any other business	Chair
14	Next meeting: 5 April 2023	

# New Dunedin Hospital Clinical Transformation Group Agenda

**Te Whatu Ora**  
Health New Zealand

**Wednesday 5 April 2023 11:00 – 12:50**

Location | PMO Boardroom 83 Castle Street  
VC Details | 9(2)(g)(ii)

Attendees	Role	Apology
Sheila Barnett	CTG Chair	
Patrick Manning	CTG Deputy Chair	
Charlotte Paddon	Nursing representative	
Hazel Simmons	Allied Health representative	
Joel Papak	Medical representative	
Sarah Kalmakoff	Service Management representative	
Marie Wales	Community Health Council representative	
Bridget Dickson	Programme Director	
Simon Crack	Deputy Programme Director	
Alice Barach	Clinical Project Manager	
Amberley Thomson	Clinical Project Manager	
Kate Burton	Clinical Project Manager	
Liam Hutton	Clinical Project Manager	
Nikki Scott	Clinical Project Manager	
Brent Gardyne	FF&E Project Manager	
Janina Louie	Business Analyst	
Sara Kidd	Transition Programme Manager	
Emma Westwood	Senior Communications Advisor	
Emily Gill	Project Coordinator	
In Attendance	Role	For item
Lance Elder	Director Digital Transformation	7
Karl Rivett	GM Digital Operations	7
Patrick Ng	Chief Digital Officer	7
Richard Jocelyn	Digital Project Manager	7



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**Clinical Transformation Group Agenda**

13	Te Whatu Ora Southern - PMO Dashboard - March 2023.pdf	Chair
13	Any other business	Chair
14	Next meeting: 3 May 2023	

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# New Dunedin Hospital Clinical Transformation Group Agenda

**Te Whatu Ora**  
Health New Zealand

**Wednesday 3 May 2023 11:00 – 12:50**

Location | PMO Boardroom 83 Castle Street  
VC Details | 9(2)(g)(ii)

Attendees	Role	Apology
Sheila Barnett	CTG Chair	
Patrick Manning	CTG Deputy Chair	late
Charlotte Paddon	Nursing representative	●
Hazel Simmons	Allied Health representative	
Joel Papak	Medical representative	
Sarah Kalmakoff	Service Management representative	●
Marie Wales	Community Health Council representative	
Jack Ruddenklau	Community Health Council representative	
Bridget Dickson	Programme Director	late
Simon Crack	Deputy Programme Director	late
Alice Barach	Clinical Project Manager	
Amberley Thomson	Clinical Project Manager	
Kate Burton	Clinical Project Manager	
Liam Hutton	Clinical Project Manager	late
Nikki Scott	Clinical Project Manager	
Brent Gardyne	FF&E Project Manager	
Janina Louie	Business Analyst	
Sara Kidd	Transition Programme Manager	
Emma Westwood	Senior Communications Advisor	
Emily Gill	Project Coordinator	
In Attendance	Role	For item

# New Dunedin Hospital

## Clinical Transformation Group Agenda

No.	Item	Lead
1	Welcome, introduction and apologies <ul style="list-style-type: none"> <li>Welcome Jack who has accepted the role as CHC representative for Dunedin</li> </ul>	Chair
2	<ul style="list-style-type: none"> <li>Confirm 2023-04-05_CTG_Minutes.docx</li> <li>Actions and matters arising</li> </ul>	Chair
3	Correspondence 2023-04-18_CTG_Lifts.pdf 2023-05-03_DT_Digital Consultation.docx 2023-05-03_JE_Path in NDH.docx	Chair
4	Standing item: Update on OB Transition Programme <ul style="list-style-type: none"> <li>Outpatient Transition Business Case process – verbal update</li> </ul>	Ski
5	VM update – DCC meeting and progress in MHSOP and pathology	Chair
6		
7	Risk Register (after 12) CTG Clinical Risks - April 23.docx Appendix 3 - NDH Risk Register for CTG - April 2023.xlsm	SC
8	Change Control Process	BD
9	Submission on Digital Restructuring and risks to NDH	Chair
10	<b>Outpatient Transition one-pagers (ready for approval)</b> <ul style="list-style-type: none"> <li>Collaborative workspace Collaborative workspace v0.2.pptx</li> <li>Retail Outpatient Retail v0.1.pptx</li> <li>Facilities and Property Facilities and Property v0.1.pptx</li> <li>NDH Leadership Ambulatory Building Leadership Model v0.1.pptx</li> <li>One-pager status: One pager status.xlsx</li> </ul>	Ski
11		
12		
<b>For Noting</b>		
13	Te Whatu Ora Southern - PMO Dashboard - April 2023.pdf	Chair
13	Any other business	Chair
14	Next meeting: 7 June 2023	



# New Dunedin Hospital Clinical Transformation Group Agenda

**Te Whatu Ora**  
Health New Zealand

**Wednesday 7 June 2023 09:00 – 10:50**

Location	PMO Boardroom 83 Castle Street
VC Details	9(2)(g)(ii)

Attendees	Role	Apology
Sheila Barnett	CTG Chair	
Patrick Manning	CTG Deputy Chair	●
Charlotte Paddon	Nursing representative	
Hazel Simmons	Allied Health representative	
Joel Papak	Medical representative	●
Sarah Kalmakoff	Service Management representative	●
Marie Wales	Community Health Council representative	
Jack Ruddenklau	Community Health Council representative	
Bridget Dickson	Programme Director	
Simon Crack	Deputy Programme Director	
Alice Barach	Clinical Project Manager	
Amberley Thomson	Clinical Project Manager	
Kate Burton	Clinical Project Manager	
Liam Hutton	Clinical Project Manager	
Nikki Scott	Clinical Project Manager	
Brent Gardyne	FF&E Project Manager	
Janina Louie	Business Analyst	
Sara Kidd	Transition Programme Manager	
Emma Westwood	Senior Communications Advisor	
Nigel Barr	RN for IPC and Patient Safety	
Emily Gill	Project Coordinator	
In Attendance	Role	For item
Patrick Ng	Chief Digital Officer	4
Lance Elder	Director, Digital Transformation	4
Richard Jocelyn	IT Project Manager	4

# New Dunedin Hospital

## Clinical Transformation Group Agenda

No.	Item	Lead
1	Welcome, introduction and apologies	Chair
2	<ul style="list-style-type: none"> <li>Confirm 2023-05-03_CTG_Minutes.docx</li> <li>Actions and matters arising</li> </ul>	Chair
3	Correspondence Response from NDH Clinical Transformation Group to Data and Digital Consultation Document.docx	Chair
<b>Updates and Reports</b>		
4	Update from Digital Team	Chair
5		Chair
6		
<b>Strategic Discussion</b>		
7	CTG Clinical Risk Reporting CTG Clinical Risks - May 2023.docx Appendix 1 -Te Whatu Ora - NDH Dependencies Risk Register - May 2023.xlsx <ul style="list-style-type: none"> <li><b>note</b> the refreshed Te Whatu Ora risk process and the full register, as presented in Appendix 1;</li> <li><b>review</b> paras 13—15, with the risk register to be updated following discussion; and</li> <li><b>direct</b> any changes to risks or their ratings ahead of the next report in July 2023</li> </ul>	SC
8	CSSD Preliminary Design sign off	BD
9		
10		
11		
12		
<b>For Noting</b>		
13	Any other business	Chair
14	Next meeting: 5 July 2023	



# New Dunedin Hospital Clinical Transformation Group Agenda

**Te Whatu Ora**  
Health New Zealand

**Wednesday 5 July 2023 11:00 – 13:50**

Location | PMO Boardroom 83 Castle Street  
VC Details | 9(2)(g)(ii)

Attendees	Role	Apology
Sheila Barnett	CTG Chair	
Patrick Manning	CTG Deputy Chair	
Charlotte Paddon	Nursing representative	
Hazel Simmons	Allied Health representative	
Joel Papak	Medical representative	
Sarah Kalmakoff	Service Management representative	
Marie Wales	Community Health Council representative	
Jack Ruddenklau	Community Health Council representative	
Bridget Dickson	Programme Director	
Simon Crack	Deputy Programme Director	
Alice Barach	Clinical Project Manager	
Amberley Thomson	Clinical Project Manager	
Kate Burton	Clinical Project Manager	
Liam Hutton	Clinical Project Manager	
Nikki Scott	Clinical Project Manager	
Brent Gardyne	FF&E Project Manager	
Janina Louie	Business Analyst	
Sara Kidd	Transition Programme Manager	
Emma Westwood	Senior Communications Advisor	●
Nigel Barr	RN for IPC and Patient Safety	
Emily Gill	Project Coordinator	

## CTG Orientation and Planning Workshop

11:00 – 11:20	<b>Welcome and Introduction</b> <ul style="list-style-type: none"> <li>• Reflections on CTG</li> </ul>	Chair
11:20 – 11:35	<b>Design Principles and Process</b> <ul style="list-style-type: none"> <li>• Brief overview of the project and design process</li> <li>• Principles underpinning design</li> <li>• Sustainability (Simon)</li> </ul>	Bridget / Emily
11:35 – 11:50	<b>Mana whenua engagement with project</b> <ul style="list-style-type: none"> <li>• Cultural Narrative</li> <li>• Codesign</li> <li>• Governance</li> <li>• Procurement</li> </ul>	Bridget / Nikki / Emily
11:50 – 12:00	<b>The Outpatient Transition</b> and the role of CTG in this	
12:00 – 12:15	From current state to future state	Amberley
12:15 – 12:30	Break and biscuits	
12:30 – 13:00	<b>CTG vision and philosophy</b> <ul style="list-style-type: none"> <li>• What are we here for?</li> <li>• What are our priorities?</li> <li>• Where can we make the most difference?</li> <li>• What do we need to do our work?</li> <li>• How PMO can support CTG best</li> </ul>	Chair / all
13:00 – 13:45	<b>Workplan</b> for next 3 months <ul style="list-style-type: none"> <li>• Review CTG leads for workstreams</li> <li>• Review status of one-pagers</li> <li>• What needs work</li> <li>• Which are priorities</li> </ul>	Chair / All
13:45 – 13:50	Close	Chair



# New Dunedin Hospital Clinical Transformation Group Agenda

**Te Whatu Ora**  
Health New Zealand

**Wednesday 19 July 2023 11:00 – 12:50**

Location | PMO Boardroom, 83 Castle Street

VC Details

9(2)(g)(ii)

Attendees	Role	Apology
Sheila Barnett	CTG Chair	
Patrick Manning	CTG Deputy Chair	
Charlotte Paddon	Nursing representative	
Hazel Simmons	Allied Health representative	
Joel Papak	Medical representative	
Sarah Kalmakoff	Service Management representative	
Marie Wales	Community Health Council representative	
Jack Ruddenklau	Community Health Council representative	
Bridget Dickson	Programme Director	
Simon Crack	Deputy Programme Director	
Alice Barach	Clinical Project Manager	●
Amberley Thomson	Clinical Project Manager	
Kate Burton	Clinical Project Manager	
Liam Hutton	Clinical Project Manager	
Nikki Scott	Clinical Project Manager	
Brent Gardyne	FF&E Project Manager	
Janina Louie	Business Analyst	
Sara Kidd	Transition Programme Manager	
Emma Westwood	Senior Communications Advisor	●
Nigel Barr	RN for IPC and Patient Safety	
Emily Gill	Project Coordinator	

# New Dunedin Hospital

## Clinical Transformation Group Agenda

**Te Whatu Ora**  
Health New Zealand

No.	Item	Lead
1	Welcome, introduction and apologies	Chair
2	<ul style="list-style-type: none"> <li>Confirm minutes 2023-06-07_CTG_Minutes.docx</li> <li>Actions and matters arising</li> </ul>	Chair
3	Correspondence 2023_07_03_TOLT_concerns.docx 22-06-30_Sterile_Stock_Anaes_Bays.pdf TOLT NDH COncerbns June 2023.pdf	Chair
<b>Updates and Reports</b>		
4	Larger project - pathology and ILC updates, CTG memo	Chair
5		Chair
6		
<b>Strategic Discussion</b>		
7	Day Procedures Unit One Pager for review and discussion DPU .pptx WAM-FDB-0300-AR-00321DPU FDB FINAL_SIGNED.pdf	CP, SB
8	Medical Physiology Labs One Pager for review and discussion Med Phys Labs v0.3.pptx WAM-FDB-0300-AR-0020[1]OUTPATIENTS_FINAL_SIGNED.pdf	SK, HS
9		
10		
11		
12		
<b>For Noting</b>		
13	Any other business	Chair
14	Next meeting: 2 August 2023	



# New Dunedin Hospital Clinical Transformation Group Agenda

**Te Whatu Ora**  
Health New Zealand

**Wednesday 2 August 2023 11:00 – 12:50**

Location | PMO Boardroom, 83 Castle Street  
VC Details | 9(2)(g)(ii)

Attendees	Role	Apology
Sheila Barnett	CTG Chair	
Patrick Manning	CTG Deputy Chair	
Charlotte Paddon	Nursing representative	
Hazel Simmons	Allied Health representative	●
Joel Papak	Medical representative	
Sarah Kalmakoff	Service Management representative	
Marie Wales	Community Health Council representative	
Jack Ruddenklau	Community Health Council representative	
Bridget Dickson	Programme Director	
Simon Crack	Deputy Programme Director	
Alice Barach	Clinical Project Manager	
Amberley Thomson	Clinical Project Manager	●
Kate Burton	Clinical Project Manager	
Liam Hutton	Clinical Project Manager	
Nikki Scott	Clinical Project Manager	
Brent Gardyne	FF&E Project Manager	
Janina Louie	Business Analyst	
Sara Kidd	Transition Programme Manager	
Emma Westwood	Senior Communications Advisor	●
Nigel Barr	RN for IPC and Patient Safety	
Emily Gill	Project Coordinator	

## Opening karakia

Whakataka te hau ki te uru  
Whakataka te hau ki te tonga  
Kia mākinakina ki uta  
Kia mātaratara ki tai  
E hī ake ana te atākura  
He tio, he huka, he hauhū  
Tihei mauri ora!

*Get ready for the westerly  
and be prepared for the southerly.  
It will be icy cold inland,  
and icy cold on the shore.  
May the dawn rise red-tipped on ice,  
on snow, on frost.*

[Whakataka te hau - YouTube](#)



# New Dunedin Hospital

## Clinical Transformation Group Agenda

**Te Whatu Ora**  
Health New Zealand

No.	Item	Lead
1	Welcome, introduction and apologies <ul style="list-style-type: none"> <li>Introduce <sup>9(2)(a)</sup> Communications Design Intern</li> </ul>	Chair
2	<ul style="list-style-type: none"> <li>Confirm minutes 2023-19_07_CTG_Minutes.docx</li> <li>Actions and matters arising</li> </ul>	Chair
3	Correspondence 2023-08-01_Ohad_CTG.docx	Chair
<b>Updates and Reports</b>		
4	Pathology Review	Chair
5	Update after meeting with mana whenua chairs	Chair
6	Administration Services Model Codesign	BD
7	Community update <ul style="list-style-type: none"> <li>Planning for developing the Patient Experience Strategy</li> </ul>	MW & JR
<b>Strategic Discussion</b>		
8	Risk Report NDH Dependency Risks - July 2023.pdf Appendix 1 -Te Whatu Ora - NDH Dependencies Risk Register - July 2023.pdf	SC
9	Medical Day Unit one pager MDU v0.1.pptx	JP
10	Collaborative Workspace one pager Collaborative workspace v0.2.pptx	PM
11		
<b>For Noting</b>		
12	Te Whatu Ora Southern - PMO Dashboard - July 2023.pdf	
13	Any other business	
14	Next meeting: 16 August 2023	

### Closing karakia

Kia whakairia te tapu  
Kia wātea ai te ara  
Kia turuki whakataha ai  
Kia turuki whakataha ai  
Haumi e. Huie. Tāiki e!

*Restrictions are moved aside  
So the pathways are clear  
To return to everyday activities*

[Ka whakairia te tapu - karakia - YouTube](#)



# New Dunedin Hospital Clinical Transformation Group Agenda

**Te Whatu Ora**  
Health New Zealand

**Wednesday 16 August 2023 11:00 – 12:50**

Location	PMO Boardroom, 83 Castle Street
VC Details	9(2)(g)(ii)

Attendees	Role	Apology
Sheila Barnett	CTG Chair	
Patrick Manning	CTG Deputy Chair	
Charlotte Paddon	Nursing representative	
Hazel Simmons	Allied Health representative	
Joel Papak	Medical representative	
Sarah Kalmakoff	Service Management representative	
Marie Wales	Community Health Council representative	
Jack Ruddenklau	Community Health Council representative	
Bridget Dickson	Programme Director	
Simon Crack	Deputy Programme Director	
Alice Barach	Clinical Project Manager	
Amberley Thomson	Clinical Project Manager	
Kate Burton	Clinical Project Manager	
Liam Hutton	Clinical Project Manager	
Nikki Scott	Clinical Project Manager	
Brent Gardyne	FF&E Project Manager	
Janina Louie	Business Analyst	
Sara Kidd	Transition Programme Manager	
Nigel Barr	RN for IPC and Patient Safety	
Emily Gill	Project Coordinator	

## Opening karakia

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[Whakātaka te hau - YouTube](#)

# New Dunedin Hospital

## Clinical Transformation Group Agenda

**Te Whatu Ora**  
Health New Zealand

No.	Item	Lead
1	Welcome, introduction and apologies	Chair
2	<ul style="list-style-type: none"> <li>• Confirm minutes 2023-08-02_CTG_Minutes.docx</li> <li>• Actions and matters arising               <ul style="list-style-type: none"> <li>○ How to critique one-pagers</li> <li>○ Patient Experience Strategy</li> </ul> </li> </ul>	Chair
3	Correspondence	Chair
<b>Updates and Reports</b>		
4		Chair
5		Chair
6		
7	Community update <ul style="list-style-type: none"> <li>• Future and Current State (Patient perspective)</li> </ul>	MW & JR
<b>Strategic Discussion</b>		
8		
9		
10		
11		
<b>For Noting</b>		
12		
13	Any other business	
14	Next meeting: 6 September 2023	

### Closing karakia

Kia whakairia te tapu  
Kia wātea ai te ara  
Kia turuki whakataha ai  
Kia turuki whakataha ai  
Haumi e. Huie. Tāiki e!

*Restrictions are moved aside  
So the pathways are clear  
To return to everyday activities*

[Ka whakairia te tapu - karakia - YouTube](#)