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| MEETING DETAILS | |
| **Date and time:** | 9.30am to 2.30pm Wednesday 14 November 2018 |
| **Venue:** | Miramar Golf Course, Wellington |

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| Committee Members | |
| Ian Dittmer (Chairperson), Kay McLaughlin, Fredric Doss, John Schollum, Catherine Tracy, Mark Hodge, Max Reid, Jenny Walker, Nick Cross, Chris Hood, Sue Riddle, Jane Ronaldson, Dee Hackett, Suetonia Palmer, Murray Leikis | | | |
| **Apologies** | | Suetonia Palmer | |
| **Guests** | | Ola (Fakaola) Otuafi 11. 00am , Sarah Penno 12 noon, Allister Williams 1.30pm | |
| **Minutes Taken By** | | Prue Fieldes | |

| **No.** | Item | | | | | Discussion/Action | | | | | **Responsibility** |
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| Minutes | | | | | | | | | | | | | |
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| 1. General Business | | | | | | | | | | | | | |
| 1.a | **Introduction** | | | The Chair opened the meeting and there were no conflicts of interest to the agenda. There were no corrections made to 08 Aug 2018 minutes. Ian to put them on NRAB website. | | | | | **Ian Dittmer** | | |
| 1.b | **Review of the minutes recorded at the previous meeting held on**  **08 August 2018** | | | The previous NRAB minutes were taken as read by Murray Leikis and seconded by everyone else.  Open actions are included in agenda items (below) or identified as carried forward. | | | | |  | | |
| 1.c | **New Members Exiting Members**  **& Resignations** | | | 1. New members Balaji Jagannathan and Ashik Hayat were welcomed to team. 2. Exiting Members John Schollum, Murray Leikis and Fredric Doss were thanked for their invaluable work over the years. 3. Yang Zhang-Fahri Consumer Rep has resigned. Ian Dittmer to send email out to Head’s of Departments for them to ask their people if they have anyone interested in Consumer Rep replacement. Once Ian gets back list he will then send to KHNZ. | | | | | **Ian Dittmer/ Max Reid** | | |
| 1. Regional Roundup | | | | | | | | | | | | |
|  | | | **Auckland**  **Northern** | | | | For many years the NRAB has a regional news round-up as an agenda item.  Many/some DHBs do not have membership on NRAB so each Clinical Lead/Manager to send in a summary prior to meeting. Embedded is PPT slide for you to use.  Include up to 3 news items and up to 3 risks that your unit faces. If you would like something discussed more fully then contact one of the NRAB members (or Ian Dittmer) so that more in depth discussion could be held.  **Northland DHB (Walaa Saweirs)**    **Waitemata DHB (Janak De Zoysa)**    **Auckland DHB (Ian Dittmer)**    In regard to our Glen Innes Dialysis Building, Dee has sent ADHB information on Fire Cell. The link to this is  <https://www.building.govt.nz/assets/Uploads/building-code-compliance/c-protection-from-fire/asvm/cas3-protection-from-fire-amendment-3.pdf>  **Starship Hospital (William Wong/Jane Ronaldson):**    **Counties Manukau DHB (Chris Hood/Catherine Tracy)** | | | **Clinical Lead/Manager**  **Jenny Walker**  **Ian Dittmer**  **Dee Hackett**  **William Wong/Jane Ronaldson**  **Catherine Tracy/**  **Chris Hood** | | |
|  | | | **Midland** | | | | **Waikato DHB (Mark Hodge)**    **Taranaki DHB: (Ashik Hayat)**  Ian said that Ashik can borrow Auckland Standing Order.  Ashik and Allister to talk to their CMO re tunneled lines and ring Ian (021 283 1810) re this. | | | **Peter Sizeland/**  **Mark Hodge**  **Ashik Hayat/**  **Allister Williams** | | |
|  | | | **Central** | | | | **Hawke’s Bay DHB (Andrew McNally)**    **MidCentral DHB: (Norman Panlilio/Curtis Walker)**  Nothing reported.  **Capital & Coast DHB and Hutt (Murray Leikis)**    **Taranaki DHB:** | | | **Norman Panlilio**  **Kay McLaughlin**  **Ashik Hayat** | | |
|  | | | **South Island** | | | | **Upper South Island (Nelson)**    **Canterbury DHB (David MacGregor)**    **Southern DHB (John Schollum)** | | | **Murray Leikis**  **John Schollum** | | |
| 1. New Business | | | | | | | | | | | | |
| 3.a | | | **Review of National Travel Assistance Scheme** | | | | Deferred until next meeting. | | | **Max Reid** | | | |
| 3.b | | | **Therapeutic Plasma Exchange (Letter)** | | | | Embedded letter sent to Joanne Brown. | | | **Ian Dittmer** | | | |
| 3.c | | | **KPI’s** | | | | 8 Aug 2018 Awaiting 1 page document from Drew re advances in 2016 NZ Nephrology Activity Report and a report on some of the key findings and questions. This to include a paragraph on what he thinks should happen re advances in report and some of the key findings and questions with plus side and also include Prems and Proms. Document to be sent to Ian Dittmer with a copy to Prue and Ian will then circulate to NRAB to endorse before going into minutes.  There should be a “Standard Item” called Quality Improvement at National meetings.  14 Nov 2018: Prue to email Drew for 1 page document. | | | **Drew Henderson/**  **Prue Fieldes** | | | |
| 1. Medicines/Pharmac | | | | | | | | | | | | | |
| 4.a | | | **PTAC/Pharmac** | | | | Nil | | | **Ian Dittmer** | | | |
| 4.b | | | **PTAC/Nehrology Subcommittee** | | | | 14 Nov 2018: Nothing discussed at this meet. | | | **Nick Cross** | | | |
| 1. Ongoing Business | | | | | | | | | | | | | |
| 5.a | | | **NZ Chapter of the ANZSN** | | | | ANZSN is having a few constitutional changes. Suetonia Palmer is taking over as New Zealand Chair. There was a good programme for the National Meeting 12, 13 and 14 October 2018. It went well and a small profit was made of just over $3,000 which has gone back to ANZSN. Best Registrar prize went to Sine Donellan.  Next meeting is in October 2019 and is in Wellington. | | | **Suetonia Palmer** | | | |
| 5.b | | | **Dialysis Training Programme for Renal Advanced Trainee Registrars** | | | | 14 Nov 2018 Fredric presented Draft Dialysis Curriculum developed  for Advance Trainees (see embedded document), this is piloted at ADHB for Renal Registrar now. Copy will be circulated to NRAB members for feedback and suggestions. Fredric continued to progress attached and will give an update at NRAB meet 8 May 2019. | | | **Fredric Doss** | | | |
| 5.c | | | **Nephrology Advanced Training** | | | | Ashik asked about accrediting centres for training. To contact Jamie Kendrick-Jones | | | **Ian Dittmer** | | | |
| 5.d | | | **Pharmac – HD Contracts** **(Fresenius)** | | | | Sarah Penno and Janet Mackay attended from Pharmac. They ran through some proposed visual concepts that could be used for the planned consultation on Pharmacs next stage of medical devises. This consultation is planned to begin in March next year.  The group provided their thoughts and feedback on the visual concepts for Pharmac to consider.  Sarah Penno to arrange to give this presentation to Managers and CN's who were unable to attend the Dunedin RSA meeting. | | | **Sarah Penno** | | | |
| 5.e | | | **Standards & Audits** | | | | Nil | | | **Suetonia Palmer** | | | |
| 5.f | | | **Emergency Management** | | | | 8 Aug 2018: Emergency Management – Kate Crawford [Kate\_Crawford@moh.govt.nz](mailto:Kate_Crawford@moh.govt.nz) went through the Emergency Management (EMIS)system that is available to us. Kate is happy for units to ring her and discuss applications including in an emergency.  Ian will send a note to all Service Clinical Directors and Managers advising them of the system and encouraging participation after he has consulted with Kay McLaughlin and Catherine Tracy.  14 Nov 2018: Nothing reported. | | | **Kate Crawford/**  **Ian Dittmer/**  **Kay McLaughlin/ Catherine Tracy** | | | |
| 1. CKD | | | | | | | | | | | | | |
|  | | | **Late CKD Database** | | | | Ola Otuafi presentation embedded.  Ian Dittmer to talk to Nick Cross re consent for collecting data.  How to make the most of database discussed. Kay McLaughlin to go back to Ola Otuafi with queries. Numbers to be sent to Ola Otuafi not names. Ashik Hayat to be included in group with Ola, Ian, Nick, Dee and Suetonia.  How do we account for it?  How many databases can people get rid of in order to use this one?  Murray Leikis and Kay McLaughlin to download this database.  Ola Otuafi to show this to Suetonia Palmer.  Ian asked for 2 columns for ethnicity.  Murray Leikis asked, “How do people access database”?  Dee Hackett thought it worthwhile to have Late CKD database.  Snomed from Ministry of Health discussed and Dee Hackett to re-engage about Snomad. Ian Dittmer to talk to Nick Cross re this.  Ian thanked Ola re Database and we will continue to proceed with this. | | | **Ian Dittmer/ Nick Cross/**  **Kay McLaughlin/**  **Ola Otuafi/**  **Ashik Hayat/**  **Suetonia Palmer**  **Dee Hackett/**  **Ian Dittmer/**  **Nick Cross** | | | |
| 1. Dialysis | | | | | | | | | | | | | |
|  | | | **PD Registry Update/PDOPPS Update** | | | | It is hoped that TeachPD will assist the development of PD registry. There needs to be concrete progress over the next 12 months. Murray, John S and Ian to work on a letter | | | **Murray Leikis/ John Schollum** | | | |
| 1. **National Transplant Service** | | | | | | | | | | | | | |
|  | | | **National**  **Transplant Activity/Service** | | | | There have been a lot of transplants this year. Ian, Jo, Nick and Jane Potiki are going to Sydney next month. Ian and Nick to write a DHB letter re exchanges. | | | **Nick Cross/**  **Ian Dittmer** | | | |
| 1. **Ministry of Health** | | | | | | | | | | | | |
|  | | |  | | | | Nothing reported. | | | **Sue Riddle** | | | |
| 1. **Kidney Health New Zealand** | | | | | | | | | | | | | |
|  | | | **Report on Kidney Health New Zealand** | | | | * Max reported that the joint DHB/KHNZ working group reviewing away from home dialysis provision had reported back to a meeting of the DHB Planning and Funding GMs, and that the main recommendations of the working group had been accepted. These include asking renal units to indicate to their DHB management on what steps they are taking to prioritise a ‘home first’ approach to dialysis, reminding units that there is currently an IDF code for dialysis that they can use to claim for out-of-district’ NZ patients, and investigating the feasibility of a separate (higher) IDF rate for out-of-district NZ patients. MidCentral DHB’s Planning and Funding GM will lead further work on this on behalf of the various DHBs. * John Collins (KHNZ’s acting Medical Advisor) has suggested that KHNZ could take over the management and distribution of the now defunct Live Kidney Donation Aotearoa’s educational resources, in partnership with the Ministry. Ian Dittmer noted that this may already have been resolved directly with the Ministry and/or DHBs * Max advised that three long-serving KHNZ Board members had retired at their recent AGM, and that four new members – three transplant recipients, and the mother of a teenager with polycystic kidney disease – had been appointed. | | | **Max Reid** | | | |
| 1. **Standard Report Updates** | | | | | | | | | | | | | |
| 11.a  11.b | | | **Subcommittee reports**  **1. Renal Nursing Advisory Group**  **2. Australian and NZ Dialysis Board of Practice** | | | | Copy of Workforce survey sent in by Mark Hodge Some questions asked at this meeting: Questions asked: What is important to be collected and how often to be collected e.g. 2 yearly, Purpose of database? Is there an easier way to present it? Could people just go into it and enter data. Take out Transplant patients and donor clinics and get this information from different place. This is good to have and Dee Hackett and Catherine Tracy to summarise something and send to Mark.  NZASRDP update:   * Australasian society launch in Melbourne on 2nd Nov followed by education evening. * Prof.  Steve Holt  accepted to be the Australian nephrologist from ANZSN representing the society, to be ratified in Nov Board board meeting. * B Braun private dialysis clinics in Melbourne & Auckland agreed in principle to take student placement for Renal Physiology Course. * Society AGM and education evening for ANZ members on 23rd Nov * 3rd student cohort completed programme in Mid-year 2018. * 2nd renal pharmacology short course on 24th Nov 2018. * Road show: Northland DHB visit on 13th Nov. Met with NDHB senior renal team and updated on clinical renal physiologist society,  CPRB, structure, registration, professional development, MIT grad dip qualification, student placement and workforce. | | | **Mark Hodge/ Dee Hackett/**  **Catherine Tracy**  **Balaji Jagannathan** | | | |
| 1. Other business | | | | | | | | | | | | |
| 12.a | | **Research** | | | No update. | | | | **Murray Leikis**  **Jenny Walker** | | | |
| 12.b | | **Waikato DHB Policy Discuss** | | | Peter Sizeland to attend in person or by video conference at 13 March 2019 meet to present this. | | | | **Peter Sizeland** | | | |
| 12.c | | **Mobile Dialysis Units** | | | Containers are set up as mobile dialysis units and the southern CNM was wondering about their usefulness as emergency dialysis units in a time of crisis (see embedded document). | | | | **Mark Hodge** | | | |
| 12.d | | **Renal IT System** | | | Allister Williams presented embedded document to see if other DHB’s willing to adopt. (We have got 20 different implementations amongst all the DHB’s). Allister said it would cost half a million to run collectively amongst all DHB’s over 5 years and it would also be time consuming for first few years.Patient cannot see anything. Somequestions asked were:- Does it talk to ANZData, how much time to enter data, does dialysis data go in on a monthly basis, who supervises system, E prescribing – can it be entered in to. | | | | **Allister Williams** | | | |
| 12.e | | **Ian to Write 2 Letters** | | | Ian is going to write 2 letters, the first one to Director General and the second one to Walaa Saweirs re Northland DHB IT Service. | | | | **Ian Dittmer** | | | |
| Next meeting | | | | | | | | | | | | |
| **Date:** 13 March 2019 | | | | | | | **Time**: 9.30am-2.30pm | **Venue:** Room GC1 (seats 18 people around table and has Video Conferencing Facilities), Ground Floor, Ministry of Health, 133 Molesworth St, Wellington | | | | | |
| **Dates for NRAB Meet 2019** | | | | | Wednesday 13 March  Wednesday 8 May  Wednesday 14 August  Wednesday 13 November | | | | | | | |