



Children's Hospital of Saskatchewan Steering Committee Meeting

Minutes

Our Values

Respect
Compassion
Excellence
Stewardship
Collaboration

Strategic Directions

Transform the care and service experience

Transform the work experience

Partner to improve health of the community

Build a sustainable integrated system

Our Mission

We improve health through excellence and innovation in service, education and research, building on the strengths of our people and partnerships.

Date: February 28, 2013
Time: 4:15 – 5:30 pm
Location: RUH Telehealth Suite Room 6625
Chair: Jackie Mann, VP Integrated Health Services (SHR)
Attendees:

Members:

Jackie Mann, VP, Integrated Health Services (SHR)
Bette Boechler, Director, Children's Services (SHR)
Dr. Laurentiu Givelichian, Department Head Pediatrics (SHR)
Colin Tennent, Associate VP, Fac.Mgt. (UofS)
Brynn Boback-Lane, President & CEO (CHFS)
Rena DeCoursey, Member of the Public
Charmaine Pyakutch, Member of the Public

Advisory Groups:

Carol Gregoryk (PAPHR)
Sharon Garratt (RQHR)

Supports:

Craig Ayers, Project Director, CHS (SHR)
Chris Arnold, Project Lead, CHS (SHR)
Michele Bossaer, Communications Consultant (SHR)
Ken Unger, Manager Revenue Generation (SHR)
Shirley Xie, Communications Branch (HEO)
Kent Coleman, Health Facilities Planner (HEO)
Andy Davalos, Senior Policy Analyst, Strategy & Innovation (HEO)
Louis Guilbeault, Exec. VP, ZW Project Management Inc.
Keith Henry, Prime Architect, HDHA
Clint Diener, Architect, ZGF

Regrets: Max Hendricks, Assistant Deputy Minister (HEO)
Jim Rhode, Chairman (SRHA)
Maura Davies, President & CEO (SHR)
Nilesh Kavia, VP Finance & Corporate Services
Dr. Tom Mainprize, Dept. Head, Obs. & Gyne. (SHR)
Dr. Jim Thornhill, Acting Associate VP Research - Health (UofS)
Dr. Roy Chernoff, Dept. Head Family Medicine (SHR)
Geraldine Arcand, Vice Chief – Saskatoon Tribal Council

Chris Bergen, Associate Director of Projects (UofS)
Dr. Ayaz Ramji (PAPHR)
Dr. Hafid Essalah (RQHR)
Phyllis Goertz, Planning Lead, Kaizen Promotion Office (SHR)
Pauline Rousseau, Executive Director, Policy & Planning (HEO)
Deborah Jordan, Exec. Director Acute & Emerg (HEO)
Robert Hawkins, Board Chairperson (CHFS)

1. Call to Order

Craig Ayers, Project Director, called the meeting to order.

1.1. Approval of Agenda

The agenda was approved as circulated.

1.2. Approval of Minutes – December 20, 2012

The minutes of December 20, 2012, were approved as circulated.

2. CHS Project Work (Update)

2.1. CHS Project Dashboard

- A detailed list of questions was received from the Ministry of Health upon their review of the Design Development Report. Most of these were addressed by the Project Team on February 1 to the satisfaction of the Ministry. Outstanding issues still to be addressed are additional information on design rationale of the access and entrance points to the facility, providing additional information on performance improvement metrics as it is available, and outcome of assessment of potential impacts of phased implementation of electronic health record which will be discussed in more detail later in the meeting.
- Meetings and consultations with the U of S Facilities Management Division has occurred through the Design process. A Design Development update will be provided to the U of S



Our Values

Respect
Compassion
Excellence
Stewardship
Collaboration

Strategic Directions

Transform the care and service experience

Transform the work experience

Partner to improve health of the community

Build a sustainable integrated system

Our Mission

We improve health through excellence and innovation in service, education and research, building on the strengths of our people and partnerships.

Land and Facilities Committee on March 4. Formal Development Review approval with the University is typically scheduled at 66% completion of contract documents.

- STARS has recently proposed a new site for an alternate temporary landing location that is adjacent to the RUH parking structure as they are losing access to their current temporary landing site in spring. The Project Team is assessing the risks of this plan on the CHS project and identifying potential impacts. Additional meetings will be held to determine whether planning for this potential location is recommended to be pursued any further.
- Equipment planning is going well and a revised equipment inventory and cost estimate is expected to be received soon for FFE items. Final review meetings with design teams are being scheduled for mid-April. Information Technology user group meetings were held the end of January and an updated equipment list, requirements and cost estimate is progressing well. No major outstanding issues have been identified.
- The majority of third-party consultants are now on board as the kick-off meeting for the wayfinding and signage consultant is scheduled for end of March.

2.2. CHS Master Schedule

- The Project team continues to push towards the master schedule target dates in Design Development Report in December, 2012.
- The main outstanding issue is receipt of Design Development Report approval from the Ministry of Health, which remains the major risk to the Project. This issue revolves around whether the process for information flow will cause any required redesign of the CHS, but the Team is working towards minimizing that potential impact.
- There are no significant changes to the budget at this point in time.

2.3. Design Development Update

During the December conference call with the Ministry of Health to discuss the Design Development report submission in detail, one of the key ancillary issues discussed was around the implementation of a work plan for EHR in the CHS. Full access to EHR when the facility opened had been one of the key foundational assumptions in the design of the facility; however, the implementation of EHR is a major project initiative unto itself. Through recent discussions between the SHR, the Ministry of Health and eHealth Saskatchewan, a better understanding has been reached for the elements required in addition to more recent estimates for capital costs and the resources required to develop and implement a work plan for the full EHR project. This has also resulted in an understanding that a phased-in implementation approach is most realistic. The identified issue of EHR is addressed in the memo from Jackie Mann, circulated to the Steering Committee and key Project stakeholders on February 19.

2.3.1. Information Flow for CHS

- The following information flow systems are expected to be in place at the time of move-in:
 - Electronic patient scheduling in the outpatient area.
 - Current order management functions for requisitioning of lab, medical imaging and food and nutrition.
 - Sunrise Clinical Manager throughout the facility enabling viewing of lab results, diagnostic imaging and dictated or scanned reports.
- The two main elements of EHR to be deferred until CHS is operational are clinical documentation and physician order entry systems.
- The user design teams will be re-engaged over a two-day period on March 7 and 8 to understand the mapping and information flow for CHS patient rooms, nurse care areas and units, supported by Kaizen leads and team leads, to identify whether there may be physical planning implications or other design changes required to support information flow.
- The timeline for staged implementation of clinical documentation and clinical provider order entry following the opening of the CHS will be identified over the next few months. Significant design implications will be brought forward to this Committee for review and feedback.
- SHR and the Province continue to work towards full implementation of an electronic health record.

2.3.2. Development Review – MVA/U of S

- Development reviews are required with both Meewasin Valley Authority and the University of Saskatchewan, the Project’s key stakeholders, and are being currently undertaken.



Our Values

Respect
Compassion
Excellence
Stewardship
Collaboration

Strategic Directions

Transform the care and service experience

Transform the work experience

Partner to improve health of the community

Build a sustainable integrated system

Our Mission

We improve health through excellence and innovation in service, education and research, building on the strengths of our people and partnerships.

- A presentation to the MVA Development Review Committee last week resulted in a letter stating that their committee will recommend approval at the MVA Board of Directors meeting on March 1. The Project team will be attending and anticipates conditional approval.
- The University has been actively involved through the design process. The next formal approval through the Board of Governors is at 66% working drawings, likely to occur late summer or early fall. On Colin Tennent's advice, the Project team has had additional sessions with the Facilities Management Division to provide full information on the current design development stage. From these sessions, specific areas of interest to the University have been identified, which are the presence and expression of the design in connection with the larger University campus. A presentation will be made to the Land and Facilities Committee of the Board of Governors to fully address these areas at their meeting on March 4.
- The Project Team will seek to identify any additional areas of concern at that meeting in order that these are addressed prior to their next meeting in May, enabling Project construction documents work to continue through 2013.
- Kent Coleman has requested to attend the U of S Land and Facilities Committee meeting March 4, 2013 in support of the CHS Project Team.

3. CHFS Update

- Brynn Boback-Lane was pleased to report a very successful Radiothon over a three-day period in February that raised over \$500,000 in new money directed to annual equipment and the majority towards the CHFS capital campaign.
- CHFS Board of Directors has asked for further marketing and communication tools to assist the Foundation staff in presentations to donors and potential donors who are looking for more detailed information. The Foundation acknowledges and appreciates the work done to date in this regard, but is receiving a steady stream of requests for updated and visual information on the facility, especially now when people are taking notice of developments in the parkade. The Foundation requests tools like a smaller 3D model of the Children's Hospital, more advanced and updated renderings of the exterior and interior, and the opportunity to utilize the floor plans. They specifically request timelines for when these tools will be available, and that their request remains top-of-mind.
- Brynn informed the Steering Committee that they were very pleased to be invited to update Premier Brad Wall on the progress of the Foundation's fundraising efforts and he expressed his sincere gratitude and pleasure on the continual progress being made.
- The CHS Steering Committee was informed of a potential and significant new donor opportunity made directly to the Children's Hospital Foundation of Saskatchewan. At the request of the donor, some details remain confidential; however, the Steering Committee was made aware of specifics within the meeting and given some examples of requirements that the donor has recommended based on past contributions to other children's hospitals. The Foundation advised the Committee of the intent and purpose of the contribution and reported that this opportunity comes forward from a highly sophisticated donor. The area of interest is a dedicated, specified Child Life area within the new Children's Hospital of Saskatchewan, and for long-term CL programming. The Steering Committee will continue to receive updates from the CHFS on this potential contribution.
- The annual report for the Children's Hospital Foundation of Saskatchewan is available on their website.

4. Communications Update

- Michele is focusing her work on the Early Works part of the Project by ramping up some key materials for distribution throughout RUH in relation to the significant work that will be starting in the parkade entrance and the noise effects it will have on clinical areas.
- Additional site signage is being developed that will advise patients, families, staff and physicians what to expect over the coming months.
- Michele is also providing support on the Project side with the approval process.
- With respect to the Early Works Project, communication has gone out regarding the period of time when more intrusive work to remove exterior elements of the building will require jackhammering to help create a future connection point between RUH and CHS. Relocation of a couple of roof-top units that will affect the critical care area is also part of this work. The Project team has engaged



the managers and clinical staff to help them understand this work. Time restrictions are in place for when this work activity can occur. Testing on specific locations will take place later in March to better understand the noise impacts and vibrations. Additional conditions and restraints may be put in place as a result of the test. As well, noise is expected to spill over to the mall on the ground floor so posters and hand-outs will be prepared to increase awareness.

Action: Bette Boechler recommends having this information to present at the Department of Pediatrics meeting.

Our Values

Respect
Compassion
Excellence
Stewardship
Collaboration

5. Adjournment

5.1. Key Messages

- o On behalf of the Steering Committee, Jackie Mann congratulated the Children’s Hospital Foundation on their successful Radiothon and expressed appreciation for the work the Foundation is doing.
- o Challenges encountered with the information flow are potentially contrary to the new proposed model of care. The Project Team will explore opportunities to find solutions and identify how work will be done when the hospital opens.
- o Communication to advise RUH staff, physicians and families regarding noise and vibrations from work involved in preparing RUH for one of the new entries from the parkade into the Children’s Hospital will be released soon. This phase will last to the end of summer, 2013, but efforts will continually be made to minimize the impact on clinical areas.
- o Design Development review process being undertaken by the Project Team is currently making two important steps toward approvals and is working to maintain the schedule, allowing time to work through items of concern if needed.

Next meeting: March 21, 2013, 4:15 – 5:30 p.m.
RUH Telehealth Suite Room 6625

Strategic Directions

Transform the care and service experience

Transform the work experience

Partner to improve health of the community

Build a sustainable integrated system

Our Mission

We improve health through excellence and innovation in service, education and research, building on the strengths of our people and partnerships.