

**Perinatal and Maternal Mortality Review Committee
(PMMRC)
Minutes of meeting held Monday 20 March 2006**

Meeting held:	De Havilland Room, Wellington Airport Conference Centre
In Attendance:	Cynthia Farquhar (CF), Jacqueline Anderson (JA), Vicki Culling (VC), Dawn Elder (DE), Deborah Harris (DH), Lesley McCowan (LM), Stephanie Palmer (SP), Mollie Wilson (MW), Jane Zuccollo (JZ)
Apologies	None
Guests:	None
Secretariat:	Gillian Bohm (GB), Saman Livanage (SL)

Agenda Items	Summary of discussion & decisions
Meeting Commenced	9:30 am
1. Welcome	CF welcomed the Committee members with a poem from Playing God by Glenn Colquhoun, "A spell to be used when addressing the birth of a child".
2. Apologies	No apologies. CF advised that DH had agreed to be the Deputy Chair of the Committee.
3. Confirmation of minutes 11 November 2005	Minutes proposed: VC Seconded: DH Minutes confirmed and signed by CF.
4. Chair's report	<p>CF updated the committee on the activities since the last meeting. CF advised that the Minister of Health had been presented with the report from the PMMRC in response to the report from the Wellington Coroner October 2005. CF also advised that there is ongoing media interest regarding the report presented to the Minister. A further report was prepared by the MOH in relations to the proposal that a full perinatal database be established. It was agreed that issues raised will be discussed with the Minister when the Committee meets him after the meeting.</p> <p><u>Discussion around Chair's report:</u></p> <p>The Committee members expressed their concerns regarding the difficulties that may be encountered in terms of data collection. VC commented on the fact that until the Committee receives all the reporting back regarding the forms, it will be difficult to make any decisions.</p> <p>The members also commented on the proposed data gathering process. CF mentioned the pilot programme. CF also mentioned the issues surrounding funding and linking it with the national databases. CF expected the web based part of the pilot phase to start as early as possible.</p>

	<p>The Committee agreed to get the things under way to initiate the reporting back process, which is to be achieved through DHB representatives. A training day for all DHB representatives was discussed and agreed. The date was set for 23 May 2006.</p> <p>Action: SL was to draft an agenda for the meeting (workshop) with DHB representatives, and send an invitation letter to all DHB representatives requesting them to attend the meeting which will be held 23 May 2006</p>
<p>5. Administration</p>	<p>GB advised all members of their biographies, especially those who have not submitted theirs for the records. GB also advised the members of their claim forms, especially those who not claimed their expenses.</p> <p>Action: SL to email all members regarding their biographies as well as claim forms, and collect those outstanding claim forms</p> <p><u>Minutes</u></p> <p>The Committee expressed concern regarding minutes not being available on the Quick place. However, GB advised that they have been available since the last meeting held on 11 November 2005.</p> <p>Action: SL to check and make sure that Minutes are up to date on the Quick place, especially from the last two meetings held.</p> <p><u>Pacific Island Representative</u></p> <p>CF advised that the Committee is looking to appoint a Pacific Island Representative to the Committee. The criteria for this appointment is: A. Pacific Island male, B. Midwifery experience.</p> <p>The members were advised to let the Committee know if they knew anybody with these qualifications and the members are to report back to the Committee regarding a suitable candidate.</p>
<p>6. Correspondence</p>	<p><u>Letter from Australia and New Zealand College of Anaesthetists</u></p> <p>CF commented on the concerns the Australia and New Zealand College of Anaesthetists had expressed in their letters to PMMRC. CF informed that the Committee had written to the College explaining their concerns and wanting to meet up with them in the near future.</p> <p>The Committee's general consensus was to invite them for a meeting. The Committee agreed that further discussion needed to be held with College before a final decision can be made regarding their inputs into committee's activities.</p>
<p>7. Matters arising from the minutes otherwise covered in agenda</p>	<p><u>DHB Representatives</u></p> <p>GB reported that the CSD has contacted all the DHB representatives and advised that they have all notified their availability, except one or two. GB also advised that those who have not responded will be contacted ASAP. The Committee agreed that the date for the training day will be 23 May 2006.</p>

	<p>Action: GB and SL agreed to follow up with those have not responded and them to notify their availability.</p> <p>Action: GB, CF and SL are to coordinate some planning for the programme and agenda for the meeting</p> <p><u>Responses to queries and suggestions</u></p> <p>Ms Glenda Oben, Analyst, from New Zealand Health Information Services (NZHIS), presented the Committee with Maternal and Newborn Information System (MNIS). The presentation included:</p> <ul style="list-style-type: none"> • Background information to MNIS • What it does and how it collects data • Difficulties in getting accurate data, etc <p>Discussion around data usage and management:</p> <p>CF explained Glenda Oben the role of the PMMRC and asked how PMMRC could use MNIS data. SP thought that it would be good for PMMRC to use NZHIS data instead of MINS data.</p>
<p>8. PMMRC Maternal and Perinatal forms for a Perinatal Death</p>	<p><u>Reporting Back of piloting by PMMRC members</u></p> <p>LM expressed concern regarding data collection and suggested that they need to be complete, and there has to be a reporting process. LM also suggested that some fields in the forms, both Mother and Baby must be mandatory including height and weight of the mother.</p> <p>SP expressed concern regarding the education entry which may cause problems. SP also expressed concern regarding the Maori perspective, especially in terms of the objectives of why the Committee is collecting these data, and the intended outcomes.</p> <p>SP thought it was a good idea to get the information out to the community so that community know why the Committee is collecting these data.</p> <p>The Committee thought it was good to prepare a document on reporting procedures. The Committee was also concerned who was doing the data entry, as there were issues with LMCs not having access to computers.</p> <p><u>Changes to the forms from pilot feedback</u></p> <p>CF thought it would be a good idea to have the numbers on the forms. It was agreed that the forms will have numbers on them, such as Mother form A and Baby form B.</p> <p>Each of the questions in the forms were looked at and commented on. The Committee agreed that the questions 12 and 13 from "Baby form" should be transferred to "Mother's form" for clarity.</p> <p>Action: SL was to make the changes and update the forms as required.</p>

	<p><i>Implementation</i></p> <p>CF suggested that piloting could start as early as June. However, feedback from DHB is an important aspect of the development of the forms. The Committee needs to receive the feedback from DHB as early as May when they hold the 23 meeting. CF suggested that upcoming DHB workshop (23 May 2006) could be the platform for confidence building and get the work underway.</p>
<p>9. Meeting with the Minister</p>	<p>CF outlined the Ministerial process and what has been done to inform the Minister regarding PMMRC. Three broader question were identified</p> <ul style="list-style-type: none"> • How PMMRC contributes to the quality improvements in the sector— Brief the Minister on PMMRC and what it intends to achieve • Safety of maternity services – Brief the Minister on limited reassurance, as there are limited funding, there are issues with regard to maternal care, the Committee is working on these issues • The local efficiencies at local care level—how PMMRC is involved in local communities through DHB
<p>9. Review of Maternal deaths</p>	<p>CF updated the committee on the progress towards collecting data on maternal deaths. The NZHIS have provided a data set of maternal deaths from 1997 to 2002.</p> <p>CF suggested three way of achieving the objectives of data collection</p> <ul style="list-style-type: none"> • Establish a maternal working group (MWG) • Summer student project (i.e. get some summer students to collect data on Committee's behalf) • Hire a consultant paid by the Ministry of Health <p>CF suggested that LM could lead the project, as it is an opportunity for other members to participate in the Committee's activities. CF also suggested that other members could get involved in the project. The preferred option for data collection was establishing a maternal working group although the option of using a trainee or summer student is still being considered.</p> <p>Discussion: The members expressed their interest in being in the women's working group. The size of the group was also discussed but no exact number was finalised. However, suggestions were made to include a midwife, obstetrician, pathologist, anaesthetists, physician and a GP in the maternal working group. The Committee also discussed the funding arrangements for the project, if it is get off the ground. GB suggested that we need to talk to Dr Pat Tuohy for further information regarding funding. The Committee agreed to discuss the issues during the next meeting which will be held 26 April 2006.</p> <p>Action: The Committee needs to develop a background paper regarding PMMRC and its objectives, and what it intends to achieve. Action: Develop a letter of invitation and send them to all DHB reps indicating</p>

	<p>the date of the workshop</p> <p>Action: An invitation letter to would be maternal working group representatives</p> <p>Action: Obtain the UK forms for reference</p> <p>Action: Discuss the possibility of getting funding for the maternal working group</p> <p>Action: List of DRGs on maternal death forms</p>
10. Karakia	<p>The meeting finished with a Karakia.</p> <p>Karakia Whakamuri (to invigorate and unify the purpose) by SP</p> <p>Uplift, Uplift the life-force, The vigorous life-force, The underlying life-force, The life-force of Rangī, The life-force of Papatuanauku, The enigmatic, all encompassing, Life-force, Uplift, Uplift the loving life-force, The life-force of our ancestors, Accept the challenge !! Bring our vision to fruition.</p>
Meeting Closed	4:30pm



30/1/16