

**Minutes
Wednesday 17 September 2008
Airport Conference Centre, Wellington
Airport**

In Attendance:	Cindy Farquhar (CF), Vicki Culling (VC), Dawn Elder (DE), Deborah Harris (DH), Stephanie Palmer (SP), Mollie Wilson (MW), Jane Zuccollo (JZ), Ted Hughes (TH), Jacqui Anderson (JA), Anja Hale (AH)
Guests:	Vicki Masson (VM) National Coordinator, Glenys Needs (GN) Mortality Database Manager
Secretariat:	Trina Tautau (TT), Gillian Grew (GG)
Apologies:	Lesley McCowan (LM), Jane Zuccollo (late)
Agenda Items	Summary of Discussions and Decisions
Welcome	<p>Karakia – SP</p> <p>CF welcomed everyone to the meeting and in particular Anja Hale who has the newest member of PMMRC and Gillian Grew from the Ministry of Health</p>
Previous Minutes - 4 June 2008	Approved – Cindy proposed a couple of minor changes
Chair's Report	<p>Thanks for everyone's work over the last few months. The 2006 annual report has been completed.</p> <ul style="list-style-type: none"> • CF met with Nick Baker, Chair of CYMRC. Have agreed with sharing data in future for deaths that fall within expertise of other Committee. Talked about various aspects of mortality review. The DHBs have been provided with additional funding for local CYMRC review groups. • Combined workshop with CYMRC next year for end of May – focusing on bedsharing, bringing together both committees data and stakeholders in the area. Outcome to develop strategy about bedsharing. A working group will be formed for this • Meeting with CCDHB review team regarding perinatal death and review of maternity services • Spent a lot of time working on 2007 report beginning to sort out

	<p>data, have preliminary set of tables today</p> <ul style="list-style-type: none"> • Working on Maternal Mental Health workshop • Will consider running a national workshop towards the end of 2009 on the two years of perinatal data we have
Correspondence	<p><i>In:</i></p> <ul style="list-style-type: none"> • Workplan approved by Minister • Letter back from Steve Chadwick for maternal report • OIA request – documents and information held by the Committee are undiscoverable under the OIA Act, therefore all requests are declined
National Coordinator's report	<p>VM tabled her report (copy is attached)</p>
Post Mortem Examinations & Workforce	<p>Discussion about post mortem examinations, and the lack of workforce. The issue has been raised with the Minister by the Paediatric Society, and is on their agenda also. The Committee's support is how we will build on what is being done. TH - the workforce issue problem is very worrying, it's getting worse not better (in midwifery, obstetricians). This is a big issue and we need to get workforce numbers increased. JA – there is a problem recruiting midwives as they are often blamed, there were also 5,000 more births in the last year. MW - this conversation is being had in the maternity services plan – it will be given to the Minister shortly.</p> <p>Action:</p> <ul style="list-style-type: none"> • Pathology Report – need to check that it's gone to CTA, has gone to Minister. CF/TT will follow up
Maternal Mental Health Workshop	<ul style="list-style-type: none"> • Free registration for TABs and Sands was discussed and agreed to • Remind local coordinators to send registration information to mental health area • Gift for speakers – possibly book vouchers/stone • Al Haslam has organized points for O&G's • Final objective of the workshop – awareness raising with health professionals and opportunity to pass on lots of education message re maternal mental health. Work on a national strategy. • Margaret Oates - meeting with Ministry (Maternal Mental Health) and Janice Wilson – to include Cathy Hapgood in meetings <p>Action:</p> <ul style="list-style-type: none"> • TT to find out what break even point is – TT & CF to look at

	<p>list of community providers to see if we can provide free registration to them. Agreed that SANDS and TABs would receive free registration.</p> <ul style="list-style-type: none"> • TT to organize points for Midwifery Council • TT to organize meeting within MOH with Margaret Oates and Cathy Hapgood
<p>Working Groups</p>	<p>NE Working Group (DH)</p> <ul style="list-style-type: none"> • Meet yesterday (16 September) • Want to see how big the NE problem is in NZ, have looked at a number of ways of collecting the data. Will firstly go through the Paediatric Surveillance Unit (PSU) which is run out of Otago University and goes to every paediatrician. Will be able to send out forms to paediatricians to gain data. Will also ask for LMC details and send out a further form to the LMCs. • Expect there will be about 60 cases per year • PSU usually a 12 month project – will ask for 3 years • Data collection form - going for minimum dataset, had good robust discussion on what should be included on form. A paper form will be trialed before Christmas by NEWG members DHBs. • The profile will be raised with paediatricians and midwives by NEWG members and there will be a writeup in the PMMRC newsletter • AH will be organizing ethics committee approval, and Malcolm Battin will be going back to PSU to finalise • NEWG wanted to know if they could see data from PMMRC – it was agreed they could • Teleconference will be held in Nov to finalise the form and a face to face meeting Feb/Mar <p>Action:</p> <ul style="list-style-type: none"> • Need to budget into next years workplan for inputting of these forms into system next year • TT/GN to organise provision of PMMRC data for NEWG <p>Maternal Mortality Review Working Group</p> <ul style="list-style-type: none"> • Met in August • All 2006 cases finalized • Now reviewing 2007 cases • VM does incredible job of getting case notes

- People involved in cases have requested feedback from Committee on what the findings are from the working group. Had quite a discussion around this.
- Will be meeting end of November
- CF has asked Claire to start working on maternal report
- Agreed 3 meetings per year need to be scheduled

Action

- **TT/GG to talk to Health legal for further opinion about how we can respond to needs of clinicians that have sent the information**
- **TH – has legal opinion from a couple of years ago, will send through to TT**
- **TT to schedule 3 meetings a year**

MNIS Group

- Perinatal epidemiology unit needed
- Maternal strategic services advisory group is likely to include epidemiology

Action

- **CF to write letter John Hobbs re maternal plan and the need for the Database**

Kai Tiaki Group (SP)

- Concerns around Maori data, have next report data and there is no Maori data in the tables. Need to see the data in order to say which issues need to be looked into further. CF noted Maori will be included in the data, the data is basic at the moment, the next version should include more detailed information on ethnicity
- SP will discuss with Maori Group what themes they can look at in regards to the data
- SP had questions around post mortems. PM information is collected on each death. DE suggested that SP, DE and JZ have a discussion outside of meeting.
- CF – would like to do decisions and classifications on PMs for ethnicity
- Whakatauki - SP's interpretation, she's not happy with it. Would like to suggest a new interpretation that is used in all documents "The grief of a sudden, untimely death will never be forgotten"

	<p>Action:</p> <ul style="list-style-type: none"> • TT to change whakatauki on report and panui and make sure it's used from now on <p>Sands (VC)</p> <ul style="list-style-type: none"> • 30 May funding ended. • VC has met Steve Chadwick and Ministry of Health and now has funding for one run of the support packs. She is trying to get continuing funding for this. • Put proposal into DHBNZ for funding of these • Has pushed for a national training and support person • Would like to develop a decision making support pack for families – currently families feel as if there is an expectation that they should terminate • Resource wise there is very little to give families regarding decision making - VC is applying for funding for this • Sands have a three day training workshop in November in Wellington – has all Government agencies that have anything to do with perinatal death coming and talking • Sands conference is in Auckland, August 2009 • ISA Conference in October 2010 in West Coast, Australia – PMMRC should present something at that • Baby loss awareness week 9-15 October • Going to Arizona to present at a conference over there. Air NZ are paying for mother to attend • Wants to work on developing NZ information to give to parents
<p>Data for 3rd annual report</p>	<ul style="list-style-type: none"> • CF presented data without denominator so no rates are currently available • Data collection has been improved - not a lot of missing data for 2007 • BMI data – report, but comment on missing data and importance of reporting it • Alcohol – data might need to be teased out a bit more • Formal Education – collection of this data is poor, so have agreed to drop the question • Change family violence table to “exposed” • Fertility treatments – need to look at classification for group

	<ul style="list-style-type: none"> • Place of birth – need to tease this information out • Won't be using table 22 • Antenatal visits – need to include zero and change <2 to 1 • Cervical suture should read cervical surgery <p>Action:</p> <ul style="list-style-type: none"> • CF write letter to Minister about pathology report/services
<p>Meeting with NZ Breastfeeding Association</p>	<ul style="list-style-type: none"> • MW, DE, JA met with NZBA with TT & GG. Purpose for meeting was to share information that DE had presented around bedsharing. Wanted to share our concerns and make sure there was a sharing of the information • They were completely on board and saw there was an issue and they were happy to make sure their messages weren't getting mixed. They were happy to work with the Committee in the future. <p>Action:</p> <ul style="list-style-type: none"> • TT to send out minutes with NZBA to Committee
<p>Pilot of Classification Forms</p>	<ul style="list-style-type: none"> • Looking at deaths for preventable factors that could be systems failures, personnel, technology/equipment, environmental, factors relating to the woman and her family • Difficulty getting form developed and concerns identifying the issues • Potentially avoidable factors are broken into major or minor • Trial of 2 month period in Waikato • Essential the forms are done in a multidisciplinary approach as a closed meeting • Classification forms need to be significantly shorter • Introduce them but PMMRC need to support and educate • DH & AH will work on pruning the question form again • Would ideally like it to go on the website • Thanks to DH for this presentation and for piloting the forms.
<p>Terms of reference</p>	<ul style="list-style-type: none"> • Changes have been made to allow the committee to share data with other Mortality Review Committees <p>Action:</p>

	<ul style="list-style-type: none"> • TT to forward changes to committee for agreement of changes. Then forward to Minister for approval of changes
Post mortems	<ul style="list-style-type: none"> • May be able to have a part in the next report regarding these. <p>Action:</p> <ul style="list-style-type: none"> • SP to write what questions she would like to ask • JZ will bring some post mortem consent forms to the next meeting
Meeting Closed 4pm	
Next Meeting	7 November 2008 – Wellington Airport Conference Centre

Signed Date

(Professor Cynthia Farquhar)