

## PATHWEST Board Communiqué

*This Communiqué highlights key discussions and considerations from the 6 June 2024 Board Meeting.*



### KEY MATTERS:

#### Research Ethics and Governance

Dr. David Smith, Acting Deputy Chief Pathologist and Ms. Nola Mammatt, Coordinator Research Governance gave the Board an overview of Research Ethics and Governance at PathWest. The overview outlined current research initiatives, including but not limited to:

- The PathWest Innovation Fund
- WA Genomics Collaboration
- Reviews of Ethics and Research Governance Structures
- Successful applications to the Future Health Research and Innovation (FHRI) Fund
- Review of the PathWest Research Governance Service (RGS) processes

PathWest is currently involved in a number of research and innovation projects particularly around Digital Pathology and Microbial Genomics. The RGS team is also looking to increase funding opportunities for translational research and establishing a research database that provides accessible data on research activities for improved monitoring and reporting. The Board looks forward to future developments in this space.

#### Operational Plan

Dr. Narelle Hadlow, Chief Executive, updated the Board on the 2023/24 Operational Plan and the progress against each of the actions. The Operational Plan outlines key goals and actions to be undertaken throughout the financial year, with each action having an Executive Sponsor. The Board was pleased to hear the progress noting that there are still a number of actions continuing into 2024/25. Some of the key focus areas relate to PathWest's Governance Structure and increasing completion around staff Performance, Planning and Reviews (PPR).

#### Australian Medical Association (AMA) WA Hospital Health Check (HHC) Initiatives

Dr. Hadlow presented the Board with the results of the AMA WA Health Check. The HHC is an annual survey facilitated by the AMA to Doctors in Training, and this is the first year in which PathWest has been included alongside the other Health Service Providers (HSPs). Meetings between some of the PathWest Executive, Managers, Heads of Department and the Registrars have been held to discuss the results, celebrating the positives and to look at areas of improvement.. The Board looks forward to seeing the developments.

## **STANDING REPORTS:**

### **Finance and Business Performance Report**

Mr. Sandy Kerr, Executive Director, Finance, Procurement and Commercial Services presented the Finance and Business Performance Report. This report had been discussed in detail at the recent Finance, Risk and Audit Committee (FRAC) meeting. The Board was assured of PathWest's sound financial position and discussed the Medical Equipment Replacement Plan (MERP), risks and future planning surrounding this.

### **Chief Executive Report**

Dr. Hadlow presented the Chief Executive report which included the following issues:

- Steps being taken to address PathWest's Governance Structure
- Concept planning for Digital Genomics
- Staff arrangements
- Emergency Management Planning
- The Junior Medical Officer (JMO) Gap Analysis Project

The Board looks forward to further updates on these issues, particularly around PathWest's Governance Structure and the results from implementation measures that are currently underway.

## **COMMITTEE REPORTS:**

### **Forensic Biology Advisory Council Report**

The Forensic Biology Advisory Council met on Monday, 20 May 2024 with key discussions focused on:

- Workload within the Forensic Biology Department
- Service Level Agreement (SLA) between PathWest and the WA Police Force
- Proficiency Testing and Blind Proficiency Testing
- Research and Development

### **Safety and Quality Committee Report**

The Safety and Quality Committee met on Tuesday, 21 May 2024 with key discussions focused on:

- Lost/Misplaced Specimens
- Patient Satisfaction Surveys
- Annual Performance Reviews and Staff Competency Testing
- Regular reports: Quality Management Report and Clinical Incident Report

### **Finance, Risk and Audit Committee (FRAC) Report**

A Risk workshop was undertaken by the FRAC members, led by Mr. Liam Murphy, Manager, Audit and Risk Management on Monday, 20 May 2024. This was the second in what will be a series of workshops focused on refining and establishing a Board Risk profile. During this workshop, Members reviewed and discussed the draft Key Risk Indicators.

The Committee also met for a FRAC meeting on Thursday, 30 May 2024 where discussions focused on:

- Business Continuity Plans (BCPs) and Emergency Management Plans
- Chemical Risk Management
- IT and Cyber Risk
- Internal Audit
- External Audit
- Finance and Procurement matters

## MESSAGE FROM THE BOARD CHAIR

In previous years the Board would regularly conduct Board Walks, in an effort to engage with staff. This initiative was cancelled due to COVID, but both the Board members and I feel it is an important initiative and will look to recommence our Board walks over the coming months. If your laboratory, department or collection centre would like to participate in this initiative, please contact Board Manager, Melina Ielati via [PathWestBoardSecretariat@health.wa.gov.au](mailto:PathWestBoardSecretariat@health.wa.gov.au)

This month I participated in a survey from the Department of Health (DoH) about the Board's satisfaction with services provided by DoH and Health Support Services (HSS). In addition, alongside Board Member and Finance Risk and Audit Committee Chair, Ms. Samantha Elder, I attended the Public Sector Audit Committee Chair Forum. I also continued regular meetings with the Minister for Health, Chief Executive, and attended both the Finance, Risk and Audit Committee and Forensic Biology Advisory Council meetings.

## NEXT MEETING

The next scheduled Board meeting will be held in Perth on 1 August 2024.



Ms. Angie Paskevicius  
**Chair, PathWest Board**  
27 June 2024