

# **HEALTH AND MEDICAL SERVICES COMMITTEE**

## **Open Minutes**

Held at 11am on Thursday 5<sup>th</sup> December 2013  
in the Liberation Room, Secretariat

**These Minutes are draft minutes until confirmed by resolution at the next meeting of this committee**

<b>Present:</b>	Honourable Michael Summers	Assembly Member	MS
	Honourable Barry Elsby	Assembly Member	BE
	Ms Hilary Rowland	Director of H & SS	HR
	Wg Cdr J Hodgson	SMO MPC	JH
	Dr Angela Rowlands	Chief Medical Officer	AR
	Mrs Ailsa Heathman	Lay Member	AH
 Apologies:	 Mrs Wendy Shelbourne	 Lay Member	 WS
 Minutes:	 Mrs Julie Fisher-Smith		

## **PART 1**

### **ACTION**

#### **1.0 Apologies for Absence**

An apology for absence was received from Mrs Wendy Shelbourne.

#### **2.0 Declarations of interest**

There were no declarations of interest.

#### **3.0 Confirmation of the Minutes of the Meeting held on 13<sup>th</sup> November 2013**

3.1 The minutes were confirmed as a true and accurate record with no corrections.

#### **4.0 Matters Arising from the Minutes of the Meeting held on 13<sup>th</sup> November 2013**

4.1 5.4 – Figures provided by Social Services for September were inaccurate, midday meals for September should read 280 not 150.

4.2 6.1 – HR to prepare a paper on dental charges to bring back to the meeting.

4.3 7.1 (3rd Para) – “it was agreed that the individual should ascertain beforehand who would be funding their treatment and that it should

become the responsibility of the patient's Government" – BE questioned if this should read that the patient and the employer are responsible. HR to check.

- 4.4 8.1 – The request for extra Pharmacy staff will be raised in this year's budget round.

## **5.0 Norovirus**

- 5.1 CMO presented a draft paper stating that there is a need to have a very strict protocol in place to protect ourselves against Norovirus. The CMO has contacted Public Health England for advice and is awaiting a response. It was discussed that if a certain % of passengers are infected with Norovirus it may be possible for the ship to dock. An announcement should be made to all tourist operators and over the radio to inform people that there is an outbreak of Norovirus onboard the ship and that extra precautions should be taken to prevent a spread. The CMO distributed a questionnaire, which asks if the passenger has had any diarrhoea or vomiting in the past 3 days. Any such passengers should not disembark.

The CMO explained that normal alcohol gel does not kill the virus, Sterizar hand foamer should be used for cleaning hands or hot soapy water. This hand cleaner should be provided on disembarkation from the ship so that all viruses are killed from the hands. Strong household bleach can be used to clean surfaces and door handles, toilets etc. Sterizar hand cleaner is not available on the islands and a 5 litre container costs £30.

BE questioned how the policy would be enforced. It was agreed that public awareness was the key, target key businesses, powerpoint presentations etc. The intention is that all sectors have their own separate information paper relating to them, ie taxi's, hotels, shops, restaurants. Signs detailing what precautions should be taken should be displayed in English, Spanish & German.

The CMO reported that she would be preparing a policy on what procedures should be taken if there was an outbreak of Norovirus.

It was agreed that the CMO will attend a meeting with the Tourist Board to explain the policy and to address the issue of funding.

## **6.0 2014 HMSC Dates**

- 6.1 The dates were agreed by all members.

**HR**

## **7.0 Camp Consultations & Visiting Medical Departments**

- 7.1 CMO explained that once the new GP had settled into his role camp consultations will revert back to earlier times for calls, the frequency to

be agreed. Emergencies will be dealt with by the on-call doctor. Camp visits by Doctors and the Practice Nurse were also discussed.

- 7.2 It was agreed for HMSC members to visit medical departments in the afternoon after the meeting every other month, starting 20<sup>th</sup> February. It was felt that it is good for staff to meet and speak to members and be able to raise issues and share their views, as long as it does not undermine the management structure. A programme of visits will be arranged. **JFS**
- 7.3 AH commented that patients do not always receive their results after tests have been carried out. The CMO stated that if the patient is seriously ill they are informed immediately but there does need to be a system in place and this will become the responsibility of the Practice Nurse Assistant, once the post has been filled.
- 7.4 The EMIS system is still not working properly. A trainer, from UK, recently provided staff training but the system still has some missing software so the programme does not run as it should. More funds are needed to rectify this problem as the system was not fully costed when originally budgeted. Dr Elsby asked that this be put on the agenda for the next few months to maintain progress.
- 8.0 Date of Next Meeting** – Thursday 16<sup>th</sup> January 2014, 8am in the Liberation Room of the secretariat.

**9.0 Exclusion of Press and Public**

*The Chairman to move as follows:*

*“I move that the press and public be now excluded on the ground that the next items of business to be considered are likely to disclose exempt information under paragraph(s) 7 Information about individuals and Paragraph 9 Information about others financial and business affairs of Schedule 3 of the Committees (Public Access) Ordinance 2012.”*

**PART 2**

**10. Confirmation of the Exempt minutes of the Meeting held on 13<sup>th</sup> November 2013**

The minutes were confirmed as a true and accurate record with no corrections.

**11. Matters Arising from the Exempt Minutes of the Meeting held on 13<sup>th</sup> November 2013**

There were no matters arising.

**12. Lay Member Applications**

Six applications were received.

*(Not for publication by virtue of Paragraph 7 of Schedule 3 of the Committees (Public Assess) Ordinance 2012, relating to information about individuals.*

**Minutes confirmed this                      day of                      2013**