

National Review of Specialist Cardiac Services - Summary of Steering Group Meeting

Date - 31.01.18

Location - Hawkins House, Department of Health

Attendees - Philip Nolan (Chair), James Crowley, Jim McCarthy, Peter Wright, Sharon Donohue, Tanya King, Brendan McAdam, Pat Nash, Celeste O'Callaghan, Sinéad Donohue, Kathleen Mac Lellan, Lucinda Mc Nerney, Frank McFall, Sarah Condell (Secretariat), Stephen Duffy (Secretariat), Ruth McDermott (Secretariat)

Apologies – Colm Henry, Ken McDonald

Summary of Discussion - The Chair welcomed the attendees to the first meeting of the Steering Group and thanked them for agreeing to participate in the National Review.

As this was the first meeting of the Steering Group, the Chair outlined the key points of the Conflict of Interest Policy and asked for members to submit their Declaration of Interest forms if they had not already done so. Members were asked to inform the Secretariat and the Chair if they needed to amend their Declaration of Interest at any point during the National Review. The Chair also gave an overview of the Modus Operandi, which sets out the precise role of the Chair, Steering Group, Secretariat etc.

Discussion then moved on to the actual substance of the National Review. In order to provide members with the necessary context, the Group first received a presentation on the 'Background to the National Review', which set out statistics on cardiac disease in Ireland and the relevant policies in place e.g. National Cardiovascular Health Policy 2010-2019. Members expressed some concerns regarding the availability of data on the subject of the Review. It was acknowledged that the variability of the data and the gaps that exist would be one of the challenges the National Review would have to overcome.

This was followed by a discussion on the Scope and Terms of Reference for the National Review. While it was accepted that the Scope of the National Review is intended to be comprehensive, it was felt that some additional clarity was required as to exactly what was included, linked, or excluded. This should be progressed by the date of the second Steering Group meeting. In addition, depending on the interpretation of the Scope, some members felt that additional representation may be needed in the Steering Group to ensure it had the necessary expertise e.g. in relation to the patient pathway.

In order to provide the Steering Group with a sense of the expected timeline of the National Review, a draft Project Plan was presented to the Group. As work was still on-going on the definition of certain work packages, a revised version of the Project Plan will be submitted to the Group for a decision at the 2nd meeting.

Before closing the meeting, the Chair outlined the plans to appoint an International Reference Panel for the Review in order to provide additional expertise and outlined the skill set being sought for this Panel.

Decisions - Members accepted the Conflict of Interest Policy and deferred the decisions on the Modus Operandi and Project Plan until the next meeting.

Actions – Examination of scope by the Secretariat; further work on the Project Plan by the Secretariat; members to submit Declaration of Interest form to Secretariat; Members to provide possible names for International Reference Panel.

Date/Time of next meeting – 1st March 2018, 14.30-16.30