

Sent by: Tony Brown/MOH
07/08/2018 03:34 p.m.

To: Tony Brown/MOH@MOH,
cc:
bcc:

Subject: Fw: Please find attached reporting for agreement number 350549

For e-filing

Tony Brown
Portfolio Manager
Chronic Disease Prevention
System Outcomes | Services Commissioning | Ministry of Health

DDI: + 64 7 929 3633 / Mobile s 9(2)(a) / E: tony_brown@moh.govt.nz | **Hamilton Office:** Level 4, 73 Rostrevor Street, Hamilton, PO Box 1031, Waikato Mail Centre 3204



----- Forwarded by Tony Brown/MOH on 07/08/2018 03:33 p.m. -----

From: Performance Reporting/MOH
To: Tony Brown/MOH@MOH,
Date: 07/08/2018 03:12 p.m.
Subject: Please find attached reporting for agreement number 350549
Sent by: Lily Zhang

Lily Zhang
Purchasing Team
Payments and Purchasing
Sector Operations
Finance and Performance
Ministry of Health
DDI: 03 474 8097
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----- Forwarded by Lily Zhang/MOH on 07/08/2018 03:12 p.m. -----

From: Pip King <pip.king@lakesdhb.govt.nz>
To: "performance_reporting@moh.govt.nz" <performance_reporting@moh.govt.nz>,
Date: 30/07/2018 12:25 p.m.
Subject: MOH/PUB/Tony Brown: 242785/350549/02 Lakes DHB Tobacco control report

Pip King
Portfolio Manager
Lakes DHB
Rotorua 07 349-7823
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Section 9(2)(a)

Pip.king@lakesdhb.govt.nz

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MOH Tobacco control Jan-June 2018.doc

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Lakes DHB: January-June 2018

Output One: Tobacco Control Leadership

| Service description | Performance measures | Achievements for the period January-June 2018 |
|---|---|---|
| <p>1.1 You will continue to implement and review the progress of the Tobacco Control plan for your district.</p> | <ul style="list-style-type: none"> ○ You will continue to provide six monthly reporting against the Tobacco Control Plan through the District Annual Plan. | <ul style="list-style-type: none"> • Most of this period has been spent ending the work of the smokefree team and Ministry of Health DHB agreement work, following the notification from the Ministry of exit of this contract. The staff were notified in November 2017 providing a period of transition. • Transition plan written • Meeting with Tipu Ora to explore areas where this provider could work in the DHB to take over some of the work. Areas which were identified as requiring ongoing resourcing-staff training, smokefree coordination across the district, accessing and supply of bulk NRT products, smokefree training to new staff and overseas locums, leadership of population wide smokefree policy groups (council, retailers, other government agencies). • |
| <p>1.2 You will continue to provide leadership related to tobacco control within the DHB area. This may include:</p> <ul style="list-style-type: none"> ▪ Coordination of the local tobacco control sector ▪ Undertaking gap/needs analysis related to tobacco control ▪ Further Smokefree policy development ▪ Systematically ensure tobacco control is included as a key activity in all DHB health documents ▪ Engagement with sectors outside of | <ul style="list-style-type: none"> ○ You will continue to provide six monthly reporting against the Tobacco Control Plan through the District Annual Plan. | <ul style="list-style-type: none"> ○ Promoting the Rauora trial in collaboration with the University of Auckland. ○ Smokefree team members are part of the Rauora Kaitiaki Group ○ Smokefree co-ordinator and Smokefree Midwife continued to provide specialist smoking cessation services to Rotorua hospital patients and caregivers who smoke and ensure referral to cessation providers in the community are completed. ○ Smokefree co-ordinator continued to provide specialist smoking cessation to all Lakes DHB staff who request cessation support. ○ Coordination of the Lakes Auahi Kore/Smokefree Coalition group who meet monthly. This group is an |

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| <p>health</p> <ul style="list-style-type: none"> ▪ Publication of local activities ▪ Development of evidence based tobacco control initiatives at a local level ▪ Supporting all services contracted by the DHB to establish and/or maintain smokefree environments ▪ Support on-going clinical and community leadership in tobacco control. | | <p>intersectional group that share an interest in Auahi Kore/Smokefree projects and give a united voice across the region. Members are from Stop Smoking Service, Primary and Secondary care, Public Health, tertiary, HPA, Rotorua Lakes Council and NGO sector</p> <ul style="list-style-type: none"> ○ High visibility from Smokefree Coordinator and Smokefree Midwife around the DHB site on a daily basis. ○ Continue to provide smokefree education-cessation group based information to alcohol and drug residences. ○ LMC smokefree resource packs distributed to all LMC's ○ Maternity and ED smokefree packs distributed to all identified smokers who want support to stop and want a referral for follow up. ○ Continued displays in the Lakes DHB Atrium, ED, Children's and Maternity units which are well received. ○ Continue to support Tipu Ora SSS and promote their service within Lakes DHB. ○ Meet with stakeholders to develop script to increase referrals ○ LMC to refer all smokers to Smokefree team and Tipu Ora Stop Smoking Service ○ WorkWell Plan supports Smokefree. The plan puts in place simple, effective strategies for managing employees/patients and visitors wellbeing. ○ |
|--|--|--|

Output Two: Planning and Provision of Cessation Support

Note that Cessation Support refers to all cessation activity and includes

- A, B and refer to C components delivered by all health workers in all health settings
- Specialist Cessation services, delivered by individuals or services that specialise in smoking cessation
- Referrals between health and cessation services.

| Service description | Performance measures | Progress for the period June-December 2015 |
|---|--|---|
| <p>2.1 You will develop and maintain capacity to plan and fund all cessation activity (including specialist cessation services) across the district (primary, secondary and community settings). Should local specialist cessation services be transferred to DHBs in the future, the costs of any additional administration costs will be met through this contract.</p> | <p>You will:</p> <ul style="list-style-type: none"> ▪ Continue to provide six monthly reporting against the Tobacco Control Plan through the District Annual Plan. ▪ Achieve the Health Target | <ul style="list-style-type: none"> ○ Specialist Smoking Cessation services provided in the six months. ○ 1. All smoking cessation services funded by Lakes DHB were exited on 30 June 2018 as a result of the Ministry exiting the Lakes DHB contract. . Up until then the following were funded <ul style="list-style-type: none"> i. A 1.0 FTE Smokefree Coordinator based in Lakes DHB provides specialist cessation support to hospitalised patients, outpatients and peri-op in Rotorua hospital. This person also delivers services in the community when requested including smoking cessation at Toi Oho Mai and in the wider Lakes community. Her presence supports their progress towards becoming smokefree. She also supports and facilitates smokefree training within the DHB and the Lakes community. She is also a member of the Lakes Auahi Kore/Smokefree Coalition Group and the Team Leader for WSFD, Stoptober and facilitates group smoking cessation entities in the community. ii. A 0.6 FTE Clinical Smokefree Midwife educator works across primary and secondary care to ensure work towards the 90% of pregnant smokers are supported to quit right from first contact. The target groups are pregnant teenagers and pregnant Maori. She also follows up women and their families post-natally. iii. A 0.7 FTE (RN) Tobacco Dependence Clinic smokefree cessation service is active in primary care at Western Heights Health Centre to proactively and reactively offer all their patients who smoke support to quit, free NRT and access to other meds. This practice has a high Maori, high deprivation and high smoking population. To date this service has been overwhelmed and surprised by the uptake of patients wishing to quit. Most of the clients responding to the service are as a direct referral from Primary and secondary care across Rotorua for patients who meet the threshold. Smoking cessation consults are all free and the practice is |

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| | | <p>covering the cost of the prescription charge by way of charge back from the local pharmacy. This programme includes the general practitioner and Practice Nurse having a special interest in smoking cessation around pharmacology options for patients. They are finding that the length of time to deal with clients wanting to quit has been underestimated. Their unique practice population has seen other health problems arising once the patients have quit such as mental health issues, obesity, alcohol dependency and others. This smoking cessation service is integrated into the community maternal and child health community and primary care model of care. This is part of a demonstration integration site for the MOH . The advantage of this service is the holistic approach to whanau covering all the health needs and being able to prescribe.</p> <ul style="list-style-type: none"> iv. Provide free nicotine inhalers to mental health patients while inpatients. This is very successful and we would like to see this rolled out to community availability. v. Ongoing education with community mental health and access to NRT to provide for Tangata Whaiora. o Lakes DHB orders bulk NRT on behalf of the Public Health Unit which is distributed to NGO sectors in Tauranga, Whakatane, Taupo and Turangi. |
| <p>2.2 You will plan and provide all core and generalist cessation activity across your district (in all settings), based on the needs of your district. This may include:</p> <ul style="list-style-type: none"> ▪ Systems to support the delivery of ABC in clinical practice ▪ Training of health workers in ABC | <p>You will:</p> <ul style="list-style-type: none"> o Continue to provide six monthly reporting against the Tobacco Control Plan through the District Annual Plan. o Achieve the Health Target in secondary care o Report on advice and help to quit provided to smokers in primary care settings through the Primary Care | <ul style="list-style-type: none"> o Smokefree Coordinator and Smokefree Midwife were accredited as national smokefree trainers with the Nationals Training Service Alliance (NTS). o Smokefree team continued to facilitate smokefree training of ABC in the Lakes region to new staff, locums and new graduate nurses and specifically new staff from overseas. o Continued referral to Quitline, Tipu Ora Stop Smoking Service o Mary McLean and Denise Aitken continued to provide clinical leadership in Primary and Secondary care o Smokefree Coordinator continued to provide specialist cessation to Lakes DHB staff. |

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| <ul style="list-style-type: none"> ▪ Clinical leadership ▪ Referral systems between health and cessation services ▪ Specialist cessation service provision | <p>Performance Programme, aiming for 80% by June 2011.</p> | <ul style="list-style-type: none"> ○ Hospital midwives referred all smoking women to smokefree team for assessment and then referred to Stop Smoking Service Tipu Ora. . ○ ABC training package developed and stop smoking medicines has been accredited by the NTS alliance. |
| <p>2.3 You will monitor and analyse Maori, Pacific and pregnant women referrals and service uptake, to ensure that there is no disparity of care and to inform service planning for priority populations.</p> | <p>You will provide an ethnicity breakdown for health target reporting of prevalence and brief advice.</p> | <p>In the 6 months period January to June 2018 the advice given to hospitalized Maori and Pasifika patients was 91.8% and 93.9% respectively. The smoking prevalence rates for these ethnic groups were 32.3% and 22.2%.</p> <p>For maternity, the prevalence figure was 19.7% with advice given sitting at 89.22%.</p> |
| <p>2.4 You will continue to promote the use of NRT across health settings. You will provide nicotine replacement therapy (NRT) to all inpatients identified as requiring support for acute nicotine withdrawal.</p> | <ul style="list-style-type: none"> ○ A performance measure for NRT use will be developed in consultation with DHB's. Once agreed, DHB's will report on this measure. | <ul style="list-style-type: none"> ○ NRT is on the impress system in all units and ED. Referrals are sent to smokefree team and where applicable NRT is given to patients before their discharge. ○ Quickmist and inhalator are on impress stock in Maternity ○ Please refer to the break down of NRT at the end of this document. ○ All new House Officer and Registered Medical Officers during their orientation to Lakes DHB have been told, that all identified smokers need to have NRT administered immediately and this needs to be written up on the patients drug chart. |
| <p>2.5 You will participate in national service development work where appropriate, and will adhere and implement any national data collection, service specifications and/or guidelines that are developed where appropriate.</p> | <ul style="list-style-type: none"> ○ You will continue to provide six monthly reporting against the Tobacco Control Plan through the District Annual Plan. | <ul style="list-style-type: none"> ○ Smokefree coordinator along with Toi Te Ora is providing support and leadership with the Rotorua Lakes Council with their smokefree policies regarding the Councils, Energy Events Centre and Museum. ○ Rotorua Lakes Council are now into phase 2 of smokefree plan for smokefree environments to include streets (food and pub streets). |

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Tobacco Control Contract 350549-00
Financial Report Jan-June 2017

**Note: the deficit is a result of timing of the
NGO contracts.**

| <u>Revenue</u> | <u>Jan-June 2017</u> |
|-------------------------|----------------------|
| Revenue contract 350549 | -267,500 |
| Total Revenue | -267,500 |

Contract Expenditure (NGO Contracts)

| | |
|--------------------|--------|
| Health Reporoa | 9,000 |
| RAPHS | |
| Qashab | 35,000 |
| Ngati Pikiaio | 26,500 |
| Tipu Ora | |
| Awhi Midwives-THCT | 13,000 |
| Qashab - WHHS | 35,000 |

| | |
|-----------------------------------|----------------|
| Total Contract Expenditure | 166,000 |
|-----------------------------------|----------------|

| | |
|--------------------------------|----------------|
| HSSS Expenditure (PopH) | |
| 06.6018.191201.000 | 137,288 |
| Total HSSS Expenditure | 137,288 |

| | |
|--------------------------|----------------|
| Total Expenditure | 303,288 |
| (Surplus)/Deficit | 35,788 |

Pop Health Expenditure Detailed

| | |
|---------------------------------------|----------|
| Internal Revenue - Pop Health Funding | -137,288 |
| Senior Nurses | 25,939 |
| Comm. Support Workers | 34,940 |
| Supervisors | 0 |
| Admin & Clerical | 22,315 |
| Patient Consumables | 365 |
| Central Nervous System (BNF 04) | 173 |
| Crockery & Hardware | 7 |
| Cleaning Supplies | 32 |
| Cleaning - Outsourced | 173 |
| Rents -Property | 1,405 |
| Maintenance - Electrical | 0 |
| Motor Vehicles – Transport charge | 90 |
| Staff Travel – Domestic | 271 |
| Staff Accom & Meals | 0 |
| Software Charges – Maintenance Fees | 2,960 |
| Telecomms – Line Rentals | 615 |
| Telecomms – Local | 228 |
| Other equipment - Depreciation | 6,000 |

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|----------------------------|---------------|
| Minor purchases < \$1000 | 10,046 |
| Minor purchases < \$1000 | 0 |
| Stationery & Supplies | 629 |
| Stationery - Photocopy | 743 |
| Postage, Courier & Freight | 275 |
| Reception and Catering | 0 |
| Advertising | 657 |
| Internal allocation | 27,458 |
| (Surplus)/Deficit | -1,967 |

Sent by: Tony Brown/MOH
03/09/2018 09:49 a.m.

To: Pip King <pip.king@lakesdhb.govt.nz>,
cc: Karen Evison <Karen.Evison@lakesdhb.govt.nz>, Marieke Wass
<Marieke.Wass@lakesdhb.govt.nz>,
bcc:

Subject: RE: Lakes DHB Financial statement for the last 12 months

Hi Pip,

Thank you for sending me through the financial expenditure report for the Tobacco Control contract.

Regards

Tony Brown
Portfolio Manager
Chronic Disease Prevention
System Outcomes | Services Commissioning | Ministry of Health

DDI: + 64 7 929 3633 / Mobile s 9(2)(a) / E: tony_brown@moh.govt.nz | **Hamilton Office:** Level 4, 73 Rostrevor Street, Hamilton, PO Box 1031, Waikato Mail Centre 3204



Pip King Hi Tony Please find attached the Lake... 31/08/2018 02:18:44 p.m.

From: Pip King <pip.king@lakesdhb.govt.nz>
To: "'Tony_Brown@moh.govt.nz'" <Tony_Brown@moh.govt.nz>,
Cc: Karen Evison <Karen.Evison@lakesdhb.govt.nz>, Marieke Wass
<Marieke.Wass@lakesdhb.govt.nz>
Date: 31/08/2018 02:18 p.m.
Subject: RE: Lakes DHB Financial statement for the last 12 months

Hi Tony

Please find attached the Lakes DHB financial report for 2017-18 year.

Pip King
Portfolio Manager
Lakes DHB
Rotorua 07 349-7823
Taupo 07 376-1049 extn 5849
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[Pip.king@lakesdhb.govt.nz](mailto:pip.king@lakesdhb.govt.nz)

From: Tony_Brown@moh.govt.nz [mailto:Tony_Brown@moh.govt.nz]
Sent: Thursday, 30 August 2018 2:39 p.m.
To: Karen Evison

Subject: Lakes DHB Financial statement for the last 12 months

Hi Karen,

Can you please provide me with the last 12 months of expenditure versus budget for the DHB Tobacco Control contract - contract Number 350549 for the period 1 July 2017 to 30 June 2018. This statement was not supplied in the last monitoring report from Pip.

Thanks

Tony Brown
Portfolio Manager
Chronic Disease Prevention
System Outcomes | Services Commissioning | Ministry of Health

DDI: + 64 7 929 3633 / Mobile **s 9(2)(a)** / E: tony_brown@moh.govt.nz | **Hamilton Office:** Level 4, 73 Rostrevor Street, Hamilton, PO Box 1031, Waikato Mail Centre 3204



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www.lakesdhb.govt.nz **Financial report 17-18.xls**

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Tobacco Control Contract 350549-00
Financial report July 2017-June 2018

| Tobacco Control Contract 350549-00 | | July 2017-June 2018 |
|---|--|---------------------|
| Underspend from 2016-17 | | -79,425 |
| Revenue 2017-18 | | -535,000 |
| Total Revenue 2017-18 | | -614,425 |
| Contract Expenditure (NGO Contracts) | | |
| Health Reporoa | | 18,000 |
| Midland Health Network | | 40,000 |
| QASHAB | | 70,000 |
| Tuwharetoa Health Charitable Trust | | 93,000 |
| Mokoia Community Association | | 40,000 |
| Ringakaha Primecare | | 39,425 |
| Total Contract Expenditure | | 300,425 |
| Maternal and child health SUDI programme (Hapu Wananga) | | 40,000 |
| HSSS Expenditure (Pop H) | | 274,572 |
| Total HSSS expenditure | | 372,000 |
| Total Expenditure | | 614,997 |
| (Surplus/Deficit) | | 572 |

| Account Description | FY Actuals | FY Budget |
|---------------------------------------|-------------------|------------------|
| | 17/18 | 17/18 |
| Internal Revenue - Pop Health Funding | -274,572 | -274,572 |
| MOSS | 0 | 0 |
| Senior Nurses | 54,840 | 52,828 |
| Comm. Support Workers | 69,747 | 68,136 |
| Admin & Clerical | 17,394 | 44,135 |
| Protective Clothing | 0 | 91 |
| Sharps & Syringes | 0 | 32 |
| Patient Consumables -med supplies | 1,607 | 0 |
| Patient Consumables -o2 equip | 0 | 144 |
| Patient Consumables -other | 350 | 550 |
| Central Nervous System (BNF 04) | 6,964 | 2,659 |
| Cleaning Supplies | 235 | 300 |
| Rents -property | 3,027 | 3,027 |
| Maintenance – Electrical | 8 | 10 |
| Motor Vehicles – Transport charge | 812 | 559 |
| Staff Travel – Domestic | 489 | 1,000 |
| Software Charges – enhancements | 2,960 | 0 |
| Software Charges – Maintenance Fees | 0 | 1,870 |
| Telecomms – Line Rentals | 0 | 1,278 |
| Telecomms Mobile Ph | 2,146 | 0 |
| Telecomms Minor Pur | 252 | 0 |
| Other equipment – Depreciation | 759 | 759 |
| Minor purchases < \$1000 | 5,029 | 0 |
| Minor purchases < \$1000 | 1,044 | 1,000 |
| Stationery & Supplies | 1,521 | 2,000 |
| Stationery - Photocopy | 156 | 0 |
| Photocopying Rech | 534 | 1,000 |
| Postage, Courier & Freight | 76 | 322 |
| Reception and Catering | 613 | 1,000 |
| Advertising | 10,255 | 79,527 |
| Internal allocation | 54,913 | 54,915 |
| | -38,841 | 42,570 |
| | -38,841 | 42,570 |