

## Memo

**To:** Hospital Advisory Committee

**From:** Carol Murphy, General Manager Quality and Risk

**Date:** 13 January 2012

**Re:** Certification Corrective Action Plans

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Timaru Hospital underwent a certification surveillance audit carried out by Telarc SAI Limited on the 25 – 26 November 2010. There were nine corrective actions arising from this surveillance audit. All but one has a low risk rating with the remaining corrective action rated as moderate. The attached report details progress as at December 2011. A full certification audit is confirmed for Timaru Hospital commencing the week of the 30<sup>th</sup> April 2012 with reported progress against the attached corrective action plan scheduled to be verified as part of this onsite audit.

Talbot Park also underwent a certification spot audit on the 11 February 2011 by Telarc SAI Limited. They received 10 corrective actions. Four of these have a risk rating of low and the remaining six are rated as moderate. The attached report details progress as at December 2011. Talbot Park also will under go a full certification audit in July/August 2012 with onsite verification occurring as part of this process. Talbot Park has also received notification from Strategy, Planning and Accountability that South Island Alliance Programme Office monitoring against this plan is complete. A copy of this letter is attached for your reference.

## Recommendation

That the Hospital Advisory Committee:

- **Receives** this report



Carol Murphy  
General Manager Quality and Risk

## Attachments:

Certification Corrective Action Plan – Timaru Hospital  
Certification Corrective Action Plan – Talbot Park  
Correspondence from Strategy, Planning and Accountability, SCDHB



**South Canterbury  
District Health Board**  
*Enhancing the health & independence of the people of South Canterbury.*

Private Bag 911, Timaru, New Zealand  
Telephone 03-684 4000, Facsimile 03-688 0238

Leigh Alexander  
Nurse Manager  
Talbot Park  
Private Bag 913  
TIMARU 7940

21 December 2011

**Completion of the Corrective Actions arising from the Surveillance audit of 11  
February 2011**

Dear Leigh

The South Canterbury District Health Board has been informed by the South Island Alliance Programme Office (formerly SISSAL), that the corrective actions that resulted from the surveillance audit conducted on the 11 February 2011, have now all been evidenced as complete.

Whilst the audit process is now complete, the progress monitoring report indicates that the following criteria remain with incomplete actions -

Audit tool criteria #	Action required
1.3.12.1 Medicine management system	Medicine reconciliation processes be implemented and documented accordingly

The remaining requirement will now be managed by the South Canterbury DHB Strategy Planning and Accountability department.

Thank you and your team for the support shown during the audit process and the prompt actions that were taken following your receipt of the final report.

The audit outcome monitoring process is now complete.

Thank you

A handwritten signature in black ink, appearing to read 'Margaret Hill', is written above the printed name.

Margaret Hill

Contract Manager  
**South Canterbury District Health Board**

cc Dave Nicholl, SISSAL Audit Manager