# **Reflecting on the five years since the first quake**

As we passed last week's five year anniversary of the first quake, there were conversations around the office about where people were five years ago, and what's changed in the past five years. For many of you the quakes were life-changing, for those of you have joined Canterbury DHB since the quakes, you are part of a special time in our history – as a region and as an organisation.



Canterbury District Health Board

I've been reflecting on some of the challenges we've overcome and those that we are still facing and can't help but feel incredibly proud of the people who work in the Canterbury Health System. The pressure has been unrelenting across the board – in our hospitals, in our acute demand programme in the community and in primary care.

The issues we are managing are big, complex and relentless.

Mental health services are continuing to experience an increase in demand: Over the past three years there has been:

- » A 60% increase in demand for child and youth services
- » A 37% increase in adult referrals
- » In the past 12 months we have seen a significant increase in acute admissions of women over 45, many have not had contact with our services before.
- » A 104% increase in mental health presentations to the emergency department

Like most other areas, staff in mental health are under significant pressure to meet demand. The feeling is that with the current trends in demand our response is unsustainable. A lack of housing and ongoing insurance issues are contributing to distress and demand for mental health services. The entire mental health system spanning primary, community and secondary services are almost all at capacity.

Our physical environments are not up to scratch, but that's about to change for many of you with new facilities starting to take shape. The first phase of our new integrated family health centre in Kaikoura, Kaikoura Health, 'Te Hā o Te Ora' is complete, with services moving in soon.

The Rangiora Health Hub is coming along nicely and will be open before the end of the year.

Burwood is looking fantastic and will be a giant leap forward in terms of purpose-designed facilities that are fit for purpose when it opens next year. The foundation 'pours' are going like clockwork on the Acute Services Building site on the Christchurch Campus. Next year when the build starts things will really start to take shape. And in Ashburton things are progressing well with refurbishment of some of the ward areas and the construction of a new Acute Admitting Unit and theatre block. Early in 2016 a range of staff including the corporate office staff based at The Princess Margaret Hospital will move into a refurbished office building in Oxford Terrace.

Last week The Press asked readers to describe the past five years in a word. Here are the words. I'm sure you can relate to many of these:



Image courtesy of The Press.

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I was recently asked for my thoughts about Christchurch in the future. What will it look like in another five years?

#### My vision for the future of Christchurch

People's health and wellbeing begins at home and the environment in which they work and live.

The impact of our built environment on our wellbeing cannot be underestimated.

*My vision for Christchurch is not to create a copy of another city, I want to see Christchurch as a city with aspirations.* 

A city that I proudly choose to live in because it stimulates me, it excites me and it makes me feel connected.

Christchurch in the future needs to be a city that's easy to live in.

A city that contributes to the fulfilment of my needs. A city that supports and enables me to be the best I can be.

Christchurch needs to be a city that's intuitive and works for me. A city that others are curious about and want to come and experience, as there's something unique and something special about the place. I want to live in a Christchurch that's configured and set up for the future, not a place that's replicating the past.

I would like visitors to the city to leave thinking 'wow, that's the coolest place I've ever been!'

Why would we want to copy anyone else? We are unique.

Our city is changing, every day, every week and every month, as is our health system. Embrace the changes, challenges and opportunities presented, as you will never experience a time like this again in your career.

And finally, I was very privileged to attend the Artist Doctors' Concert on Saturday night. What a fantastic evening where the talent of the Canterbury Health System was on display through comedy, performance and music. It again just underpins what amazing people we do have working in our health system.

Have a great week.

David

David Meates CEO Canterbury District Health Board



I feel proud when international organisations recognise the transformational journey taking place in Canterbury. Recently published papers include:

# Towards integrated person-centred healthcare – the Canterbury journey

An article recently published in <u>Future Hospital Journal</u>, discusses how the Canterbury DHB's integrated system "has demonstrated measurable reductions in demand for hospital and long-term residential care services, and achieved this while the proportion of people over 65 years has increased".

# Local research published on Impact of earthquakes on mental health prescribing

A research article by Ben Beaglehole, Caroline Bell, Christopher Frampton, Greg Hamilton and Andrew McKean entitled 'The impact of the Canterbury earthquakes on prescribing for mental health'. The aim of the study was to evaluate the impact of the earthquakes on the mental health of the local population by examining prescribing patterns of psychotrophic medication.

The article has been recently published in the Australian and New Zealand Journal of Psychiatry

Please send contributions to this section to communications@cdhb.health.nz



Two workshops have been confirmed as part of the <u>People in</u> <u>Disasters Conference</u> being held 24-26 February next year.

1. An ASSETT (Adult Specialist Services Earthquake Treatment Team) after a disaster: Developing and delivering a tertiary mental health service for ongoing psychological distress following the Canterbury earthquakes, and

2. Foreign Medical Teams (FMT) Focus Meeting. Operationalising the deployment and coordination of Foreign Medical Teams – Supporting the World Health Organization FMT Global Registry.

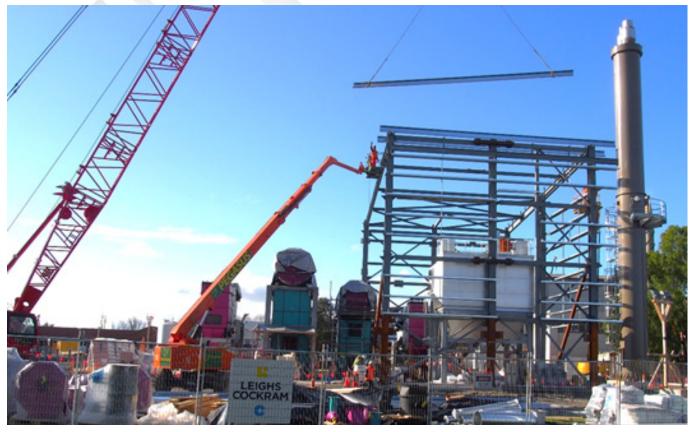
Check them out online



## **Monday's Facilities Fast Facts**

### Burwood

This week the steel frame is going up to enclose the new boiler house at Burwood.



### Christchurch

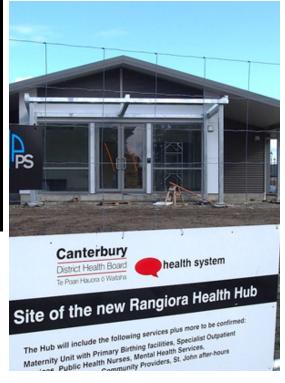
A small concrete pour was completed on Thursday 3 September near the Riverside building for another of the Acute Services building's lift pits. During the pour, noise levels (in decibels) were checked inside Riverside and found to be acceptable. Between now and the beginning of November there will be several concrete pours, for the foundation slab, that will be close to Riverside.

A reminder that Mobility Services moved to the Lower Ground Floor of the Parkside building at Christchurch Hospital on September 4. Mobility Services maintain and Ioan mobility equipment such as walking frames and wheelchairs. Mobility equipment Ioaned out by the team will now need to be returned, when finished with, to the CDHB depot at 211 Blenheim Road.

### **Rangiora Health Hub**

The Rangiora Health Hub is nearing completion. The 1250 m2 building will house:

- » 12 post-natal beds
- » 4 flexi beds (beds with more than one use)
- » 2 birthing rooms
- » 4 assessment (clinic) rooms
- » A kitchen (for in-house patient meals and meals on wheels).



Above: The entrance to the mothers' lounge and dining room.



# Bouquets

#### Medical Physics & Bioengineering, Christchurch Hospital

We are writing to acknowledge the outstanding workmanship and service we have received from the craftsmen in the Surgical Instrument Section of the Medical Physics Department at the Canterbury DHB. This is a regular service that they provide to us, and they are always professional and frequently solve issues we have with surgical equipment. We are sure that many in the CDHB are unaware of the work that this team are able to provide.

We recently had to replace some instrumentation that is routinely used when revising Total Hip Replacements. The quote we received from the company was \$2000 per instrument, and as there were four instruments, this would have been at a cost of \$8000 to the organisation.

Following a discussion with the Instrument Team at Medical Physics, today we received four brilliantly crafted instruments made by Peter and Grant at a significantly reduced price.

We appreciate the specialist skill they have, value their understanding and timely delivery when returning or manufacturing instruments/equipment to us. Their focus on providing a service to the organisation is invaluable.

Many thanks, The Nursing Team, Burwood Operating Suite

#### **Residential advisory service**

I thought I would let you know that, as a result of seeing the note in Internal Communications, we have used this service. We just needed confirmation that what we were being offered from our insurer was fair. RAS appointed a person [lawyer], Sarah Henderson, who, very quickly, arranged a meeting with us, advised on the way forward, attended a meeting with us and our insurers and advised on a contract. She was extremely efficient and we have now signed a contract we can feel confident about and have moved out of our property for rebuild to commence! Great service.

#### Neonatal Intensive Care Unit, Christchurch Women's Hospital

They are very amazing and kept me updated with everything. They are all polite and they are all easy to talk to. I just wanted to compliment everyone in the NICU team for their amazing service.

#### Neonatal Intensive Care Unit, Christchurch Women's Hospital

Fantastic staff, really felt at home in a time of need. Helpful and really enjoyable.

### Ward 11, Christchurch Hospital

On the morning of 9 August (approx. 5.30am) an RN on Ward 11, Ashlea Fraser, received a text page which was a call from Ward 24 for help, they really needed pumps. Ashlea didn't think twice, she rang Ward 24 right away and offered a pump. I delivered the pump (as I am a Ward 11 aide). Ward 24 were very thankful.... This awesome behaviour shown by a true team player. Thanks Ashlea Fraser.

### **Urology Clinic**

I have nothing but praise for all the staff – from reception to final check up.

#### Activity Room, Christchurch Women's Hospital

The play room is fun. The people are helpful and fun to join in with. It is a cool break away from being in your room.

### Bone Shop, Christchurch Hospital

My last visit after six weeks. Thank you to all the staff who have been so kind.

#### Maternity Ward, Christchurch Women's Hospital

Excellent service. Attentive and knowledgeable staff. Thank you.

#### **Oncology, Christchurch Hospital**

All so kind. Thank you, you are a great team.

#### Birthing Suite, Christchurch Women's Hospital

Just wanted to say thanks for everything the team did for my partner in helping her have a happy healthy baby. You girls were the best.

#### Orthopaedic Outpatients Department (OOPD), Bone Shop, Ward 18, Christchurch Hospital

I have just spent nearly 48 hours following my son's journey from ED, OOPD, Ward 18 to surgery and discharge and want to let you know what excellent care he received at every step and from every discipline. He was treated with efficiency, respect and there was very good communication. Many thanks to all staff for doing what can be very challenging work.

### Children's Wards, Christchurch Hospital

Amazing people, thank you so much for all your genuine kindness and

» Bouquets continue on page 5



» Bouquets continued from page 4

honest love. We are very grateful. Wednesday night we had a lovely lady (don't know her name, an orderly). Also another lady who gave my son a set to play with. Nearly everyone has been so kind, from the anaesthetist to nursing staff etc. Thank you all sooo much. Oh and the funny, lollipop people, great! You all deserve a big hug.

#### Ward 21 and Emergency Department, Christchurch Hospital

Our care and consideration during our child's visit here has been outstanding.

We were the family involved in the teenage boys violent outburst. It was extremely well managed and a true credit to all the staff involved security, nurses, etc. Our case has been incredible. Thank you all so so very much.

#### Gynaecology ward, Christchurch Women's Hospital

Nurses and other staff are very helpful during my stay. They even take care of my two week old baby. Thank you very much guys. More power!

#### **Gynaecology Ward**

Excellent nursing care.

### Lincoln Maternity Hospital

Loved our stay here, we were treated like we were someone, not just a number, and the meals were big but amazing. Thanks for an awesome experience.

#### **Lincoln Maternity Hospital**

Wonderful. The midwives were all so lovely and helpful. It is an amazing service, especially for women who like me, who do not have a family support network in Christchurch. I am so grateful for all your help.

#### **Lincoln Maternity Hospital**

Lunches and dinner were excellent. Midwives super helpful excellent advice and assistance in breastfeeding. Friendly staff.

#### Gastrointestinal Endoscopy Unit, Christchurch Hospital

I would just like to say thank you to all the staff for my treatment today very professional and courteous from start to finish. Once again thank you.

#### Emergency Department, Christchurch Hospital

I just wanted to say a big thank you to Jayne she went above and beyond her duties to make me feel better and I really appreciate it. Also to Doctor Jill (I hope that is the correct name) I left feeling much better and more confident about my situation.

#### Health professionals and Christchurch Hospital

Medical professionals work tirelessly within restricted resources. This was shown in the recent documentary on Oamaru hospital.

Having a family member with leukaemia and under Christchurch Hospital for many years we have seen how hard these people work. Christchurch Hospital kept up high standards of care under incredible pressure after the earthquake. Praise rather than criticism is due the management and all staff of CDHB. Joy McLeod, Diamond Harbour

### **Hillmorton Hospital**

At Hillmorton campus we are privileged to have Kath Low working in the Avon café. Kath is well known to staff and patients alike and is on first name basis with many if not most of us. Kath regularly treats us to beautiful flowers from her garden for the tables and right now we are enjoying her lovely fragrant spring flowers.

We are very grateful for her services and recognise that she often goes beyond the call of duty just to make someone's day.

### **Canterbury Grand Round**

FRIDAY 11 September 2015, 12.15 to 1.15pm.

#### Lunch from 11.45am.

Venue: Rolleston Lecture Theatre

### Speaker one: Tristan Pettit, Paediatric Oncologist

### Title: Fertility Preservation in Oncology - Options for the present and future

Locally available fertility preservation (FP) options will be discussed at the presentation, with reference to oncofertility literature and the recently amended national FP guideline. <u>Future FP</u> techniques will then be summarised prior to a discussion of the soon to be opened Australasian Oncofertility Database project "Future Fertility".

#### Speaker two: Tim Beresford, Vascular Surgery

### Title: What VETS are doing with Deep Vein Thrombosis (DVT)

DVT is usually treated by conservative medical means. More recently, vascular surgery specialists and interventionists have been getting involved. The talk will highlight when, how and why.

Chair: Martin Searle

Video Conference set up in:

- » Burwood Meeting Room
- » Meeting Room, Level 1 PMH
- » Wakanui Room, Ashburton
- » Administration Building, Hillmorton
- All staff and students welcome

Talks (with Speaker approval) will be available within two weeks on the staff intranet.

Next Clinical Meeting – Friday 18 September 2015

Convenor: Dr RL Spearing (email: ruth.spearing@cdhb.health.nz)



Post-earthquake mental health challenges have been of concern for some time. There is no doubt that many people in Canterbury are still feeling the after-effects of the events that began five years ago.

One of the groups most affected were children.

A new mental health resource, that is designed to help schools in particular with children's mental health issues, is currently being finalised and will be made available at the end of the month.

It's called Issues to Resources and has been created by the Canterbury DHB School Based Mental Health Team. The team was established in 2013 with a goal to provide a proactive school based outreach service to support schools in addressing the emerging child and youth mental health issues in Canterbury in the post-earthquake recovery stage.

The team has limited resources and after careful examination of how it could best deliver support to schools, it was decided that a resource listing all the existing available organisations and networks who can help with these issues would be valuable.

Michelle Cole, Registered Nurse with the School Based Mental Health Team says it was crucial that they delivered what the schools themselves wanted. More than 200 Canterbury schools were directly contacted and asked if they wanted help. Initially 67 schools said yes and phone calls and meetings with these school leadership teams followed.

"We essentially triaged each school and took note of their individual circumstances. We sat down and talked with them, for many it was the first time they'd had a chance to express what they were dealing with," says Michelle.

Michelle took note that while each school had its own unique experience, the issues they were struggling to address were similar. These included families having to move more than once; loss of homes and family stress; schools damaged, relocating, merging; new entrants not ready for school and sleeping difficulties. "We found many anxious children and anxious parents with school staff managing all the change as well as their own personal life changes/stressors," says Michelle.

And so work began on pulling these issues together and then matching them with mental health resources that can help.

Issues to Resources is essentially a directory of Canterbury based services, listed alongside specific issues like 'Anxiety support for children' and 'Bullying via social media or texting'.

The document is in its final approval stages and then will be made available in printed and online format to the schools directly and via the CDHB website.

An official launch and thank you celebration is planned for end September/ beginning October – more details in upcoming CEO Updates and on the Canterbury DHB School Based Mental Health Team webpage.



Issues to Resources SCHOOL BASED MENTAL HEALTH TEAM Canterbury

### Professional Development and Recognition Programme (PDRP) Assessor Training

New Assessor Training is scheduled for 11 and 12 November 2015.

Spaces are still available. Contact Seonaid Macmillan - Seonaid.macmillan@cdhb.health.nz or phone 337 8835.

Visit our new PDRP Intranet website (Internal):

cdhbintranet/corporate/PDRP/SitePages/Home.aspx

Visit our new PDRP Internet website (External):

www.cdhb.health.nz/Hospitals-Services/Health-Professionals/pdrp/Pages/default.aspx



### University of Otago Research Radar Christchurch

# Heart failure study could cut readmission rates

A collaborative University and health board heart failure research study is focusing on cutting hospital readmission rates through the use of a homegrown heart hormone test and treatment strategy.

The Christchurch Heart Institute (CHI) is a research group on the University of Otago's Christchurch campus. CHI researchers were the first in the world to identify a heart hormone called NT-proBNP in the circulation and have helped identify its critical role in heart disease. Clinical research studies leading to this discovery were done at Christchurch Hospital.

One of the researchers, cardiologist Professor Richard Troughton says the CHI team developed a test based on levels of NT-proBNP which more effectively detects heart failure. The test and associated treatment strategy (where a patient's treatment is guided by their NT-proBNP levels) was adopted by many hospitals overseas for chronic heart failure patients.

A collaborative international study of the test and treatment strategy found that implementation of NT-proBNP guided treatment resulted in 35% per cent fewer deaths in heart failure patients aged under 75 years.

The researchers, in partnership with the Canterbury and Auckland District Health Boards, are now studying the treatment strategy's effectiveness in more acute patients who have just been hospitalised for a heart failure episode.



Above: From left, Professors Richard Troughton and Mark Richards with study participant Barrie Jackson.



Above: Members of the collaborative study team, from left: Carol Groves, Dr Amjad Hamid, Lorraine Skelton, Judith Thomson, Judy Heslop, Jo Scott, Steph Rose, Dr Sam Bailey.

Professor Troughton says currently one in four patients hospitalised for heart failure are readmitted within a month. The current study aims to cut this readmission rate using NTproBNP to guide treatment, and potentially save many lives in this patient group while improving resource use.

The study has also stimulated an exciting collaboration across the Canterbury Health System to drive innovative strategies for heart failure management. Aligned to the focus of keeping people healthy in their own homes and communities this collaboration encompasses strategies in Primary Care, ED, General Medicine, Cardiology, the Acute Demand Programme, Pharmacy, Palliative Care and Planning & Funding, with specific outcomes linked to each identified work stream to measure effectiveness of change.

The study featured on <u>TV1 news</u> recently.



our health system



## Why Movement for Life?

Why is our World Physiotherapy Day theme Movement for Life?

Because we're designed to move! Watch the enormous pleasure and huge effort of a baby learning how to move parts of the body, then roll over, crawl, walk, run, jump, hop... Movement is a joy and a need for human beings.

But, as they say, life happens. Accidents and illness can limit our movement. So can our own lifestyle choices. We're busy, we're thinking about lots of things, it's easier just to sit and update our Facebook or watch TV – before we know it, we don't do much moving around at all.

#### Our message

We want you to know that it's never too late to start moving more. Our message is Movement for Life because we know that getting moving makes people feel better, both physically and mentally. This is based on our experience and a huge store of research showing the value of activity. Being active helps prevent many long-term conditions, including type 2 diabetes, and improves your recovery when you're already ill. It makes a positive difference to those of us with Physical disabilities and mental illness.



#### **Remember:**

Movement is essential for your life!

Read more about research supporting the value of activity on <a href="http://www.physiotherapy.org.nz">www.physiotherapy.org.nz</a>

### Why a physio?

- » Physiotherapists are highly skilled and highly educated. They understand both medical conditions and how the body works.
- » Keeping people active to participate fully in society is right at the heart of physiotherapy.
- » They're registered health professionals.
- » Meeting the needs of various cultures, like Māori and Pasifika, is very important to physios.



### How will your physiotherapist empower people to move more?

- » Accurately assess, then help people decide the best ways for them to become active safely.
- » Prescribe an individual activity programme tailored to their needs, taking account of all the medical history.
- » Help manage any pain.
- » Give advice and treatment for health problems like poor bladder control or breathing difficulties stopping people from moving more.
- » Offer exercise in a small private gyms if you're embarrassed, or in a group where you'll feel supported. Or provide suggestions for other options in the community.
- » Make sure people are clear and confident about how to move safely.
- » Explain how to progress so the programme doesn't become too easy or boring for them.

People can then go off and enjoy a new active lifestyle! However, if people have any pain or worries about their health during activity, you can see your physio again.

#### **A Movement for Movement**

There is much more to physiotherapy than you may know. It is a vastly diverse profession that is all about Movement For Life. On a day where physiotherapy is celebrated worldwide (8 September) we are encouraging New Zealanders to think about the way they move, how they would feel if they could no longer move in that same way and how physiotherapy can keep you moving.

The Movement for Movement encourages people to celebrate movements of all kind by submitting a 'movement photo' into our online competition and go in the draw to win one of 2 x \$500. A 'movement photo' is a photo that encompasses movement. Before, after or during – out and about, in your workplace, at home, with friends or alone – movement where ever, whenever.

To enter, follow this link on Tuesday 8 September: www.facebook.com/PhysiotherapyNZ





I gave someone back their configures thelped pet someone back on their fest. HEFFORE COMMUNITY SAFE AND HEALER! To ver someone the independence they wonted WHAT DID YOU DD TODAY?

An exciting recruitment campaign is underway within the People and Capability (HR) team which is looking for talented, ambitious, game-changing leaders to join them. The roles available are for:

Manager – People and Capability, and

Manager - Wellbeing Health and Safety and People and Capability Managers.

If you're interested we want to hear your story. How you convey that message is up to you – it could be a video or movie, a letter or a CV, we don't mind. You could even send it via carrier pigeon!

Roles of this scope and magnitude are rarely on offer. Don't pass up this opportunity to be a part of something special, so when you're asked "What did you do today?" your answer is as inspiring and innovative as you are.

To apply or just check out this innovative campaign, go to the website whatdidyoudotoday.co.nz. Also, search #Whatdidyoudotoday on Facebook, LinkedIn and Twitter and make sure you 'share' it with your networks to spread the word!

### #WHATDIDYOUDOTODAY

### Canterbury

District Health Board Te Poari Hauora ö Waitaha





### Temporary Accommodation Assistance Extended to 31 December 2017

Hon Minister Tolley recently announced that the Government's Temporary Accommodation Assistance financial package, has been extended until 31 December 2017.

This financial assistance which is not income or asset tested, is administered by the Canterbury Earthquake Temporary Accommodation Service (CETAS). It is available to assist homeowners with an additional temporary accommodation cost when their insurance cover has run out, while their homes are being rebuilt or repaired.

For more information please refer to the factsheet.

### One minute with... Maria Scott-Multani, Regional Co-ordinator, Walking in Another's Shoes Dementia Education programme

#### What does your job involve?

I am very lucky to be working in my dream job. I work as the Regional Co-ordinator for the Walking in Another's Shoes Programme. This involves working as a Dementia Educator here in Canterbury and supporting other Dementia Educators throughout the South Island. It gives me the opportunity to support and educate paid caregivers and diversional therapists working in dementia rest homes and hospitals to put the person at the centre of their care; enhance well-being and develop a range of skills in areas such as communication; self -care; and stress management, in addition to increasing knowledge and understanding pertaining to issues related to people living with dementia.

#### Why did you choose to work in this field?

I have a strong desire to help improve the journey for people living with dementia and recognise that in order to do that we must support the workforce that provides long term care for them.

#### What do you like about it?

I love witnessing the transformation that occurs in the students who participate in the programme and the positive impact that it has on the people they care for

#### What are the challenging bits?

Both of my roles are busy and that means I am often juggling lots of demands on my time. That can be challenging at times.

### Who do you most admire in a professional capacity at work and why?

All the students who participate in the Walking In Another's Shoes programme. They consistently impress me with their commitment, passion and dedication to their work. They all have an amazing ability to think 'outside the square' and focus on improving the quality of life for people living with dementia.



Maria Scott-Multani The last book I read was... The Woman Who Stole My Life, by Marian Keyes.

If I could be anywhere in the world right now it would be... Right where I am.

#### My ultimate Sunday would involve...

Spending it with family, devoting the day to cooking together and sharing a meal.

#### One food I really dislike is...

I love most foods but do try and avoid most fast foods except for pizza.

#### My favourite music is...

My husband is a musician so I enjoy anything he sings or produces, additionally anything from Leonard Cohen; Lana Del Rey; Cold Play; Rihanna; and I could go on.

If you would like to take part in this column or would like to nominate someone please contact Naomi.Gilling@cdhb.health.nz.

### Registered Nurses undertaking Postgraduate nursing study in 2016

Applications are now open for HWNZ funded places in Semester 1 and 2, 2016. The link to the online application form is:

**CDHB Online Application Form - HWNZ funding** 

The link, and further information, is also available on the Postgraduate Nursing Education website:

Postgraduate Nursing Education

Closing date is Friday 9 October, 2015.

Any queries should be directed to Margaret Bidois, Administrator, PG Nursing Education on 68680 or <u>margaret.bidois@cdhb.health.nz</u> or to Jenny Gardner, Nurse Consultant, PG Nursing Education on 68679 or jenny.gardner@cdhb.health.nz



# em@il tips & tricks

### This week: Code your email messages – save time

Adding acronyms or codes to your subject line in an email can save recipients a lot of time.... As long as they know what those codes mean.

If your message is a short one eg. "Morning tea on now", you can spare recipients the need to actually open the email by adding EOM after the message in the subject line. This effectively means 'Morning tea on now End of Message – no need to open up the email. The subject line is in fact, the message.

Other benefits of using EOM in the subject line are:

- You tend to write more descriptive subject messages – getting your message across more efficiently
- » You stick to one topic per email
- » Your email is more likely to be read.

You can also use "(SIM)" (Subject Is Message) but EOM is by far the most commonly understood acronym. Other acronyms can help recipients know what they are expected to do about the email.

- » Add 'FYI' and the reader knows it's just to keep you in the loop.
- » Add 'Action Required' and they know they need to do something about it.
- » End a subject line with NNTR 'No need to respond'

Whichever acronyms you use, make sure your colleagues know what they mean (perhaps bring up the subject at a team/ staff meeting) – or they may spend even longer figuring it out.

### Intranet Tip #3: Don't change your files without considering the consequences!

On an intranet it is highly likely that if you have created useful content it will be linked to by other staff, and from other intranet pages and documents.

If you rename or move your documents then all the existing links to them will be broken. This can lead to frustrated colleagues and headaches for IT support and staff in general. Simply put, it affects our productivity, especially if it happens often.

When naming files on the intranet, try to use a descriptive and consistent file name for the life of your document rather than appending it with dates e.g. File-name-advice.doc and NOT File-

### Name-Advice-010915.doc.

You can add version dates and other information into the document or document metadata (properties) instead of the file name, and in most cases you can edit your hyperlink text to describe file changes without changing your file name.

### If files and page names need changing...

Sometimes you need to legitimately remove files or change document, webpage and website names, for reasons such as new branding or file name standards. Get into the habit of communicating changes to your known stakeholders who link to your files, and watch out for situations where you will need to update your own links to webpages and documents, such as organisational name changes, and new websites and intranets, so that your links are not broken.

Read more about file names and versioning on our intranet tips page





### Nurses undertaking CPIT courses in 2016

Applications for funding for nurses undertaking CPIT courses are now open.

Please apply using the on-line application form:

**CPIT Funding application form** 

Applications close on Friday 9 October 2015.

Further information is available from Jenny Gardner on jenny.gardner@cdhb.health.nz



### Staff Wellbeing Workshops – only seven places left for 2015 workshops

<u>Click here</u> to register – <u>click here</u> for more information.

### Residential Advisory Service (RAS) - FREE 30 minute appointments with a lawyer to help progress your EQC/ Insurance issues

» CHCH Campus – 8 September – only two appointment times left. <u>Click here</u> for more information

#### The RAS offers:

- » free independent and impartial legal advice to help home owners navigate through their rebuild, repair or resettlement issues
- » free technical advice on existing repair solutions (desk top review)
- » free facilitated meetings with Insurers and other interested parties to try and achieve agreement on a way forward

### FREE Retirement/financial planning advice and information about house buying/home loans

See an Authorised Financial Advisor or Home Loan Expert free of charge at main hospital sites. <u>Click here</u> for more information.

For more information on all wellbeing initiatives visit the <u>Staff Wellbeing Programme intranet page</u>

Andy Hearn, Staff Wellbeing Coordinator Canterbury & West Coast DHB Phone: 03 337 7394 | Ext: 66394 | Mobile: 027 218 4924 andy.hearn@cdhb.health.nz

### 100 Days Programme Additional Workshops

Due to strong demand an additional two 100 Days Programme workshops have been scheduled for 2015. These workshops are planned for 5 October at The Princess Margaret Hospital and 26 November at Christchurch Hospital, from 2-4pm on both days. To book, please contact Megan Hopper, Programme Manager

megan.hopper@cdhb.health.nz

### 100 Days Programme

### Canterbury

District Health Board Te Poari Hauora ö Waltaha

### Who should attend?

The workshops are designed for:

- clinical directors
- triaging clinicians
- service managersbooking coordinators
- quality team members

Services will get the most from the workshops if they attend the same workshop as a team (e.g. booking coordinator, service manager and triager all attend the same session)

Please **RSVP indicating your** preferred workshop date & time by September 28, 2015 to

megan.hopper@cdhb.health.nz

Megan Hopper, 100 Days

Programme Mana

Working to 100 Days Workshops Saving time for the patient and system

### What will be covered?

The 2015 workshops will provide an interactive opportunity for CDHB staff to better understand optimal elective patient flow and the knowledge to apply the approaches learnt as part of the 100 Days Programme.

The workshops will focus on the following three topics:

- I. clinical prioritisation (triage)
- II. smart booking processes
- III. reporting tools for data driven flow management

#### Workshop details:

- The following workshops are open to all services regardless of location:
  October 5 – 1400-1600 (The Princess Margaret Hospital)
- November 26 1400-1600 (Christchurch Hospital) With afternoon tea to follow both sessions

### Are you proud to be loud? Loud Shirt Day Annual Bake Sale

Venue: Ground Floor foyer, Christchurch Hospital

Date: Friday 11 September, 9.30am

Proceeds go to support deaf children with cochlear implants and hearing aids.





### <u>Rural Hospital House Officers –</u> <u>Ashburton 2015/2016</u>

Canterbury District Health Board have a fantastic opportunity for House Officers PGY2+ to join the team at Ashburton Hospital for the coming medical year commencing in November 2015 or sooner.

### <u>Project Manager</u> (Faster Cancer Treatment) Southern Cancer Network

We are looking for a vibrant self-starter to develop and manage projects for the Southern Cancer Network. Support the SCN and all SI DHBs to take active steps to deliver the Faster Cancer Treatment Ministerial initiative by supporting quality improvement and reduce inequities across the cancer control continuum.

### <u>Clinical Psychologist,</u> <u>Christchurch</u>

Are you an experienced Clinical Psychologist? Bring a breadth of assessment and treatment skills to this permanent, part time position, working 36 hours per week. You'll be well equipped to support staff from a range of professional backgrounds with advice and clinical consultation.

### **Registered Nurse Emergency** Department, Greymouth

Grey Hospital is a base hospital for the West Coast region. We are a six bedded Emergency Department and see an average of 35-40 patient presentations per day.

We are seeking a senior Registered Nurse with extensive emergency experience including triage and acute trauma. A confident practitioner with exceptional patient assessment skills, and the ability to work autonomously and effectively as part of our multidisciplinary team.

### <u>Mental Health Registered</u> <u>Nurses, West Coast</u>

Move away from the busy metropolitan lifestyle, have a taste of life on the Coast! Manaakitanga is a small nine bed acute mental health admission unit based at Grey Base Hospital. Working in a rural setting we will value your mental health knowledge and broad based skills. You will display a high level of creativity, clinical accountability and reasoning, providing you with job satisfaction.

You will enjoy being part of our small hard working multidisciplinary team, who are committed to quality care and safe management of patients with serious mental illness.

### Melanoma Summit -6-7 Nov 2015, Auckland

# Melanoma Summit New Zealand 2015

Health professionals with an interest in melanoma will gather in Auckland for the fourth national Melanoma Summit on 6-7 November 2015. Key participants of this multi-disciplinary meeting will be GPs, nurses, pathologists, dermatologists, surgeons, oncologists, researchers and health promoters.

With the theme 'Connecting melanoma expertise in New Zealand' the Summit will provide a unique and important opportunity for those working in all areas of melanoma control to hear about recent developments, identify priorities for action and work more closely to reduce melanoma's incidence and impact.

New Zealand has one of the highest rates of melanoma incidence in the world.

### Speakers

The Summit programme features experts recognised internationally for their contribution to melanoma control, as well as workshops on prevention, diagnosis, clinical management and research. Overseas speakers include:

- » Professor Charles Balch surgical oncologist and one of the leading melanoma experts in the world
- » Professor Antoni Ribas medical oncologist and leading melanoma physician-scientist
- Associate Professor Cliff Rosendahl primary care practitioner with expertise in skin cancer and dermatoscopy
- » Professor David Whiteman medical epidemiologist and pioneer of molecular approaches to melanoma.

For further information and to register: <u>www.melnet.org.nz</u>

Mind Body Balance Strength Control Awareness

# **PILATES AT** CHCH CAMPUS

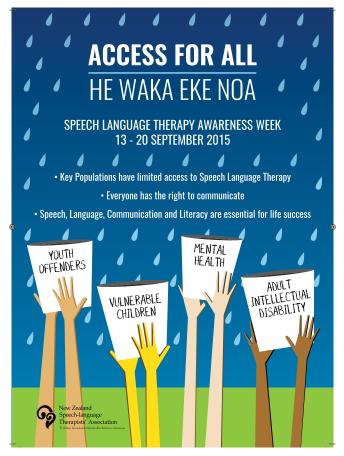
Every WEDNESDAY 4.30pm-5.15 pm GREAT ESCAPE LOUNGE 2015 classes have begun

Pilates is a safe and effective workout for people of all ages and physical conditions

\$10 per class

Contact: Lisa Hansen lisa.hansen.design@gmail.com Please provide your own mat

Canterbury istrict Health Board investing Health -





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### any degree Make a difference **Study Public Health**

#### Available in Christchurch:

- Part-time to fit around other commitments +
- + Tailor to your area of interest
- Enhance your career options
- Postgraduate Certificate, Diploma and Masters

For further information contact: Rebekah Higgs Programme Coordinator 64 3 364 3602 Department of Population Health publichealth.uoc@otago.ac.nz

otago.ac.nz/publichealth



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