



northern area
health board
bord sláinte an
limistéir thuaidh

chief executive's office
swords business campus
balheary road, swords
co. dublin
tel (01) 813 1800
fax (01) 813 1870
email ce.nahb@erha.ie

SCHEDULE OF MEETINGS FOR Feb 2003 –

<i>Date</i>	<i>Time</i>	<i>Details</i>	<i>Venue</i>
5 th February Wednesday	12.00pm	Protocol & Procedures Committee NAHB	NAHB Headquarters Swords
20 th February Thursday	5.00pm	Board Meeting	Board Rom Swords HQ
24 th February	3.00pm	Standing Committee Community Services & Continuing Care	Room G.3 Swords HQ
17 th February Monday	11.00am	Visit	Lusk Community Unit for Older Persons
24 th February Monday	11.00am	Visit	St. Josephs Hospital Raheny Dublin 5
27 th February Monday	10.00am	Standing Committee Acute Hospitals and Primary Care	Room G3 Swords HQ
4 th March Tuesday	1.00pm	Presentation of Smoke free Hospital Award	James Connolly Memorial Hospital Blanchardstown D. 15

NORTHERN AREA HEALTH BOARD

List of Condolences JANUARY, 2003

Ms Anne Ryan, 26 Seagrove, Renmore, Co Galway, Staff Nurse, on the death of her Brother, Martin Ryan, RIP.

Ms Mary Flanagan, 91 Dunard Avenue, Blackhorse Avenue, Dublin 7, Hostel Supervisor Area 6, on the death of her Father, Michael Flanagan, RIP.

Ms Monica Chambers, 78 Hollybrook Grove, Clontarf, Dublin 3, Hostel Supervisor, Area 6, on the death of her Father, Frank Chambers, RIP.

Mr Rory Greaney, 24 St Joseph's Road, Stoneybatter, Dublin 7, Staff Nurse, St Brendan's Hospital, on the death of his Mother, Rita Greaney, RIP.

Ms Kathleen Corby, 31 Castle Avenue, Swords, Co. Dublin, Staff Nurse, St Brendans Hospital, on the death of her Mother, Sarah Ann Gallagher, RIP.

Mr Frank Cassin, Community Welfare Officer, on the death of his Father John Cassin, RIP.

Mr Paul Peake, Supt Community Welfare Officer, on the death of his Father Joe, RIP (ex Chief Ambulance Officer, Eastern Regional Ambulance Service).

Ms Anna Bogle, Community Services Area 7, on the death of her Husband Brian Bogle, RIP.

NORTHERN AREA HEALTH BOARD

NOTICE OF MOTION

Thursday 30th January, 2003

9.1 Cllr Michael O'Donovan

“That the Chief Executive report on the need for a Health Centre facility for the Mulhuddart/Ladyswell area.”

Reply

The Board has acknowledged the need for a major Health Centre/Primary Care Centre to serve the growing population of Ladyswell/Mulhuddart/Corduff, and the local community services management team has drafted an outline brief for such a development.

Negotiations with Fingal Co. Council for a suitable site are at an advanced stage, and a site adjacent to the proposed community centre for the area. Applications for funding have been made to the Regional Authority under our Boards National Development Plan proposals, and the Authority for consideration as a possible PPP. The area has been included in the RAPID Programme for development and may therefore receive fast-track funding for developments under the National Development Plan

NORTHERN AREA HEALTH BOARD

NOTICE OF MOTION

Thursday 30th January, 2003

9.2 Cllr Michael O'Donovan

“That the Chief Executive give an up-to-date report on our plans for a specialist orthodontic facility at Ashtown, Dublin 15.”

Reply

The Eastern Regional Health Authority approved funding of €864,000 to provide a Orthodontic unit for our Board's area in April 2002, pending the construction of a permanent unit planned for the James Connolly Memorial Hospital site. Our board has leased a premises at the above development on the Navan Road for the provision of a temporary Orthodontic Unit to serve the NAHB region. Planning permission has been obtained for change of use of the premises and the work to adapt the premises for use as an orthodontic facility.

The following is the current schedule drawn up by Mr Phil Donohue, Project Manager, EHSS for the completion of the Orthodontic Unit, Ashtowngate:

Completion of drawings for tender:	Friday January 17 th 2003
Issue of Tender:	Friday January 24 th 2003
Tender Return:	Friday February 7 th 2003
Contractor Appointment:	Friday February 14 th 2003
Contractor Commencement	Monday February 17 th 2003
Contract Completion:	Friday April 25 th 2003

The estimated cost of fit-out works will be €300,000, with additional costs of approximately €500,000 arising in respect of equipment.

NORTHERN AREA HEALTH BOARD

30th January, 2003

Chief Executive's Report

SERVICE MATTERS

Medical Card Income Guidelines

I have circulated with papers for this meeting, copy of Medical Card Income Guideline, effective from 1st January, 2003 (attached).

Special Housing Aid for the Elderly Scheme.

I have circulated with papers for this meeting correspondence from the Chairman of the Task Force on the Special Housing Aid for the Elderly, allocation on initial €1.76m to our Board for 2003 for this scheme, which is administered by Eastern Community Works for the 3 Area Health Boards.

"Action Plan to Increase Immunisation Uptake"

Following the recommendations in the ERHA Report on Childhood Immunisations we are putting in place the following targeted action plan to substantially increase the uptake of Childhood Immunisation in our Board's area. The MMR up-take rate at 24 months in the Eastern Region for the last quarter of 2002 was 67.1%. The breakdown for our Boards area is as follows:

Area 6	69.1%
Area 7	54.8%
Area 8	72.3%

In order to prevent outbreaks of communicable diseases such as measles and mumps, the up-take of Primary Childhood Immunisation needs to be 95%.

The ERHA report which was discussed by the Board in December clearly sets out a number of deficits with the system. Our Board's plan is to address in the shortest possible timeframe as many of the deficits as possible. Following consultation with our Board Immunisation Committee, the Director of Public Health, Senior Area Medical Officers, Directors of Public Health Nursing, General Managers and GP Unit Doctors, the following Action Plan is being put into immediate effect: -

Communication

- A Publicity Campaign is currently in place in our Boards area via local radio and newspapers

Follow up on cases where no uptake

- A defaulter MMR list is being generated by GP within DED

Visit by Public Health Nurses

- When this list is available the PHN's in each area will make contact with the defaulter to encourage them to bring their child to their GP for immunisation

Notification to General Practitioner

- We will issue an MMR defaulter list to each GP and request them to validate.

Special Designated Clinic

- Pending a review of the local community response to contact by the PHN and up-take at GP level, consideration will then be given to the establishment of special immunisation clinics and utilisation of mobile day clinic / day hospital.

Involving Local Community

- Meeting being arranged with the Director of Community Mothers Programme to identify the assistance of Community Mothers in raising awareness and encouraging up-take in local communities.

Maternity Hospitals

- Temple Street Hospital and Rotunda Hospital will work with the Community Care Areas and GP's to facilitate the sharing of information and co-operate with any initiative aimed at improving up-take. Community Care Area 7 to take lead in exploring and developing arrangements with Temple Street Hospital in particular.

Education /Training

- Senior PHN (Immunisation) in each area will develop and organise staff education / training for relevant personnel.

Adequate Supply of Vaccine

- Additional supplies of MMR vaccine have been ordered.
- MMR leaflets: additional stocks are being ordered to be made available to
 - All PHN's
 - All Primary Schools, crèches, and playschools for each child /pupil to bring home to parent.
 - All CWO's for issue to relevant clients
 - Community mothers
 - GP practices

Up to date data - sets

- Each Community Care Area will give high priority to the input and management of immunisation data to RICHHS. An appropriate person in each area to be given responsibility for this task.

Staffing Resources

- Every effort to be made at local level to recruit medical, nursing, and clerical staff to maintain the delivery of school booster programme. This may require flexibility with regard to the employment of staff – part time, sessional etc – similar to Meningococcal C Vaccination Programme.

Our Board conjointly with the SWAHB and ECAHB will run media campaign which will encourage parents and guardians to immunise their child immediately, if they have not already done so. A national radio advertisement will air on three regional radio stations and will begin on 21 January.

We have also initiated a local media campaign with regard to childhood immunisation. The campaign will focus on the radio and press within our Board's area.

From February to June the same radio advert will be aired simultaneously by each of the Area Health Boards in the Eastern Region on both regional and local radio for one week per month.

Our Board have also commissioned the printing of posters with the message "Protect Your Child. Immunise NOW" and some statistics of the complications caused by these highly infectious diseases.

This poster will appear as an advert in the local press for one week per month from January to June and we will distribute the poster, to health centres, GPs and crèches in our area. These posters will be distributed in time to be displayed in their locations from the 27th January.

Rent Supplement Scheme

I have circulated with papers for this meeting an outline of changes to the Rent Supplement Scheme, introduced by the Department of Social and Family Affairs, and administered by Community Welfare Officers employed by the Board.(Attached).

There are two main areas affected by these changes.

1. Maximum Level of Reasonable Rent, and
2. Increase in Minimum Contribution by qualified applicant.

National Disability Standards

I wish to advise members that I have submitted Clonmethan Intellectual Disability Services, the Irish Wheelchair Association and the Cheshire Physical and Sensory Disability service to participate in the National Disability Authorities pilot of the National Disability Standards.

TCD Mental Health Promotion

Resource Manual Provides Third Level College Staff with Strategies for Mental Health Promotion and Suicide Prevention

A resource manual for mental health promotion and suicide prevention in third level institutions was launched on Tuesday, January 28, 2003 in Trinity College, Dublin. The publication is the result of the Mental Health Initiative, a pilot research project based in TCD.

The research project, a partnership initiative between our Board and Trinity College, arose out of concern regarding the national increase in youth suicides, particularly among young men. Although the incidence of suicide among Irish college students is not significantly different to that of non-students, the third level setting provides an ideal opportunity in which to promote the mental health of young people.

The resource manual, including handouts and a training module, was developed for staff members at third level institutions. The materials can be adapted for use in other institutions to evaluate and implement best-practice methods and policy.

Contents of the resource manual include:

- an introduction to the issues of suicide prevention within the context of mental health;
- findings from the project, including recommendations, success factors and difficulties;
- templates for creating policies, protocols and training modules; and
- resources and contact details for information, support and research.

The information in the resource manual is intended for all college staff members, including lecturers, administrators, counsellors, housekeepers, security guards, doctors, chaplains, etc. The publication advocates a multidisciplinary approach to mental health promotion to encourage the well-being of both students and staff.

The Project Officer, Amanda Kracen, identified existing activities with regard to prevention, intervention (response) and postvention (aftermath) of suicide. This was achieved through international literature reviews, consultations with key stakeholders, surveys of all third level colleges, etc.

The research proposal was jointly developed and managed by Deirdre Flynn, Director, Student Counselling Service, Trinity College and Teresa Mason, Resource Officer for Suicide Prevention of our Board. Our Board and the National Suicide Review Group (NSRG) provided funding for the project. Additionally, the Department of Health and Children, and the Department of Education and Science funded the printing and distribution of the resource manual.

The resource manual is available on-line at www.tcd.ie/Student_Counselling/

GP Out of Hours Service

Following protracted discussions between our Board, the North Eastern Health Board and General Practitioners in the North Dublin East Area, agreement was reached in relation to the establishment of a GP Out of Hours Service in the Dublin North East. This service will affiliate with North East Doc On-Call, which provides a GP Out of Hours Service in the North Eastern Health Board area

The treatment centre for this service in Dublin North East will be based in the Health Centre at Hampton Street, Balbriggan. The Health Centre has been adapted to facilitate this service. A total of 13 GP's in the Dublin North East area will participate in the service.

The service will operate:

Monday - Friday **6pm – 12 midnight**

Saturday – Sunday **8am – 12 midnight**

A person who requires the service will call a call save phone number. The nature of the service provided, as deemed appropriate by the GP in the call centre, will include:

- Immediate medical advise over the telephone
- A visit to the treatment centre for examination and treatment by the GP on call
- A home visit

Recruitment

The establishment of this facility in Dublin North East is also dependent upon the North Eastern Health Board recruiting an additional 7 whole time equivalent staff (nurses, drivers, and receptionists) to support the delivery of the service. As the Boards staffing numbers are currently in excess of its approved ceiling on staff numbers, they are unable to obtain approval for the employment of these staff. Discussions are on-going between our Board and the North Eastern Health Board to explore possible options for resolving the

present difficulties. A further meeting is scheduled for Monday, 3rd February 2003.

Board Meetings - Progress Reports

I have circulated with papers for this meeting, a draft schedule of work for the Board throughout this year. Additional reports to those listed will be included. It should also be noted that a number of Special Board meetings will also be scheduled, i.e. to adopt the 2002 Annual Report, the 2002 Annual Financial Statement and other "Governance" issues.

M. WINDLE
CHIEF EXECUTIVE

30th January, 2003

MEDICAL CARD GUIDELINES – 1st January, 2003

	Current Rate at 01/01/02 EURO	Approx. Rate at 01/01/03 EURO
Single Person Living Alone Aged up to 65 years Aged between 66 – 69 years	€132.00 €144.00	€138.00 €151.00
Single Person Living with Family Aged up to 65 years Aged between 66 – 69 years	€117.00 €124.00	€123.00 €130.00
Married Couple Aged up to 65 years Aged between 66 – 69 years Aged between 70 – 79 years Aged between 80 years and over	€190.50 €214.00 €427.00 €449.00	€200.00 €224.00 €447.50 €471.00
Allowances For child under 16 years For dependant over 16 years with no income maintained by applicant For out-goings on house (rent etc.) in excess of Reasonable expenses necessarily incurred in traveling to work in excess of	€24.00 €25.00 €24.00 €21.00	€25.00 €26.00 €25.00 €22.00

Persons aged 16 years to 25 years dependent on their parents will not be entitled to a medical card unless their parents are eligible to hold a medical card.

Persons with no income other than:-

- A) Old Age non contributory pension (maximum)
- B) Deserted Wife's Allowance
- C) Infectious Diseases (Maintenance) Allowance
- D) Disability Allowance
- E) Lone Parent's Allowance (maximum)
- F) Single Woman's Allowance (maximum)
- G) Widow's (non-contributory) Allowance (maximum)
- H) Orphan's (non-contributory) Allowance (maximum)
- I) Blind (non-contributory) Allowance (maximum)
- J) Supplementary Welfare Allowance

will be regarded as being eligible for a medical card. Other cases are dealt with individually on merit.

NOTE : All persons aged 70 years and over are entitled to apply and be issued with a medical card regardless of income. This medical card, which is not means tested covers the applicant only and does not cover dependents.



**Protect your child.
Immunise NOW.**

Has your child been immunised against Measles, Mumps and Rubella?

If contracted, these highly infectious diseases can be fatal or put your child at risk to further complications.

- 1 in 20 will get ear infections
- 1 in 25 will get pneumonia
- 1 in 20 will get convulsions
- 1 in 1000 will get meningitis or encephalitis (swelling of brain)
- 1 in 700 will die

If your child is over 12 months of age and has not had the MMR vaccination make an appointment **NOW** with your Doctor. The vaccination is very safe and is available **FREE** from your Doctor.

A message from the Northern Area Health Board,
serving the people of Dublin City and County,
North of the River Liffey



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CHANGES TO RENT SUPPLEMENT SCHEME

Our Board, through the Community Welfare Service, administers the Rent Supplement Scheme, in accordance with the Supplementary Welfare (Consolidation) Act, 1993) and Statutory Instrument No 382 of 1995, and DSFA regulations and circulars.

A number of changes have been made recently, by the Department of Social and Family Affairs in relation to this scheme.

Entitlements to Rent Supplement is subject to regulations set out mainly in S.I. 382 of 1995 – as amended. These provide that :

“... it shall be a condition of any claimant’s entitlement to a supplementthatthe health board is satisfied that

- (i) the claimant is in need of accommodation and is unable to provide for it from his own resources:**
- (ii) the residence is reasonably suited to the residential and other needs of the claimant, and**
- (iii) the rent payable by the claimant is just and proper having regard to the nature, character and location of the residence:”**

1. MAXIMUM LEVEL OF RENT

S.I. No 527/2002 (dated 22/11/02), Attached) introduced new arrangements in relation to the setting and reviewing of maximum rent limits. The practice that Rent Supplement is not payable where the rent is in excess of the maximum rent limit is provided for in Regulations for the first time.

The objectives of these new arrangements are:

- (i) To ensure that maximum rents for Rent Supplement purposes reflect trends in rent levels as measured by the Central Statistics Office (CSO).**

Data compiled by the CSO show that rent levels are currently slightly below the levels prevailing twelve months ago.

In the circumstances, no upward adjustment in maximum rent levels for Rent Supplement purposes is required;

- (ii) To ensure that people in receipt of Rent Supplement have sufficient income to meet their basic needs after paying their rent. The objective is that the personal contribution to rent made by the tenant should not be such that their post-rent income is less than the relevant SWA rate minus the minimum contribution to rent prescribed in legislation.**

Payment in cases where rent is over the relevant limit

The norm should be that rent supplement is not paid where the rent is above the relevant limit, subject to the guidance provided in the Circular. However, Rent Supplement may be paid in cases where the rent is above the relevant limit in the following circumstances:

- (i) where the person concerned is entitled to an income disregard AND has sufficient income to meet their basic needs after paying their rent, taking into account the appropriate rate of Rent Supplement that is otherwise payable in their case. "Sufficient income" in this context means the relevant basic SWA rate less the prescribed minimum contribution to rent. Examples of income disregards include the disregard of up to EUR 120 per week in respect of earnings certified by the NTDI as being of a rehabilitative nature and the disregard of up to EUR 50 per week in respect of part-time earnings etc.
- (ii) where the tenant will be in a position to reassume responsibility for his/her rent within a short period – for this purpose, a guideline period of no longer than 6 to 8 weeks is suggested but where there are exceptional circumstances, an extension up to a total of 12 weeks may be allowed by Boards.
- (iii) where there are special housing needs related to exceptional circumstances (e.g. disabled persons in specially-adapted accommodation, homeless persons whose housing needs cannot be met within the standard terms of the Rent Supplement scheme etc.)
- (iv) where it appears to the Health Board that the circumstances of the case so warrant, in accordance with Article 31 of S.I. 382 of 1995.

Article 31 is intended to enable Boards to deal with **exceptional cases**. It is not intended to deal with exceptional cases where no particular exceptional circumstances exist. The procedures set out in the National Administrative Procedures Manual in cases where the rent is above the relevant maximum limit reflect this. Those procedures, including the requirement to notify the SWA Section of exceptions, are re-affirmed and unchanged.

Legislation permits, in exceptional circumstances, that rent limits may be exceeded. Such cases should only be paid with approval of SCWO, who must notify SWA Section. The duration of payment should normally be set so as to enable the client obtain cheaper alternative accommodation or to take into account the clients prospects of reassuming responsibility for his/her rent. Payment in excess of approved rates may continue for prolonged periods where there are special housing needs (e.g. disabled persons in specially-adapted accommodation).

In the event that Boards have already put Rent Supplements in payment in cases where the rent is above the relevant limit, payment may continue at current levels until there is a change in the household's circumstances, such as

a change of address, change in household composition, a change in the household income etc.

2. INCREASE IN MINIMUM CONTRIBUTION

Increase in Minimum Contribution from €7.60 to €12.00 per week.

Under SI. No 382 of 1995, all persons deemed eligible for the payment of a rent supplement had to make a minimum contribution of £6.00 per week (€7.60), towards the rental costs.

Under a Department of Social and Family Affairs circular, issued on 30/12/02, this minimum contribution has been increased to €12.00 (i.e. the applicant must pay a minimum of €12.00 towards their rent, from 30/12/02). This will in effect mean that those in receipt of rent supplement will have their supplement reduced by €4.40 per week.

This increase in the minimum contribution was introduced for a number of reasons, including

1. The minimum contribution of £6.00 per week was set in 1995, and represented approx 10% of the basic SWA weekly rate at that time (£60.40).

There has been no increase in this contribution since 1995, and the increase to €12.00 maintains the 10% of basic weekly SWA rate (currently €124.80 per week).

2. The weekly contribution of €12.00 from persons in receipt of rent supplement is in line with the amounts payable by persons in Local Authority Housing, under the Differential Rents Scheme.

In recent times, persons moving from rent supplemented private rented accommodation to Local Authority Housing were financially disadvantaged by such a move. This increase in the minimum contribution towards private rented accommodation removes this anomaly.

All persons in receipt of rent supplement are being informed in writing of these new changes, and how it will affect their claim. No changes will be made to a person's payment until the claimant has been notified.

and for this purpose, the appropriate maximum amount of rent in respect of which a supplement is payable for the period commencing on 22 November 2002 and ending on 31 December 2003, shall be -

- (i) the amount as determined by the health board and set out in Schedule C to these Regulations in respect of such class or classes of persons referred to in column (1) of the said Schedule who are not living in shared accommodation, and
- (ii) the amount as determined by the health board and notified to the Department of Social and Family Affairs on or before 13 November 2002 in respect of any other class or classes of persons,

having regard to the family circumstances and the location of the residence of such persons.",

- (b) the insertion after sub-article 9(2) of the following sub-article:

"(3) A rent supplement shall not be payable where the amount of rent exceeds the appropriate maximum amount of rent as determined under paragraph (g) of sub-article (2).", and

- (c) the insertion after Schedule B of the following Schedule:

Schedule C Class of person	Article 9			
	ERHA	MHB	MWHB	NEHB
Single	E 107 Per week	E 85 Per week	E 85 Per week	E 76.20 Per week
Couple No children	E 178 Per week	E 115 Per week	E 130 Per week	E 120.70 Per week
Couple/Single Parent - 1 child	E 953 Per month	E 140 Per week	E 150 Per week	E 133.40 Per week
Couple/Single Parent - 2 children	E 1,200 Per month	E 160 Per week	E 170 Per week	E 152.40 Per week
Couple/Single Parent - 3 children	E 1,200 Per month	E 160 Per week	E 185 Per week	E 190.50 Per week

/...

Class of person	NWHB	SEHB	WHB	SHB
Single	E 77 Per week	E 115 Per week	E 115 Per week	E 83 Per week
Couple No children	E 115 Per week	E 130 Per week	E 115 Per week	E 153 Per week
Couple/Single Parent - 1 child	E 115 Per week	E 130 Per week	E 175 Per week	E 153 Per week
Couple/Single Parent - 2 children	E 153 Per week	E 170 Per week	E 200 Per week	E 190 Per week
Couple/Single Parent - 3 children	E 153 Per week	E 170 Per week	E 200 Per week	E 203 Per week

GIVEN under the Official Seal of the Minister for Social and Family Affairs this 22nd day of November, 2002.

L.S. MARY COUGHLAN

Minister for Social and Family Affairs.

The Minister for Finance hereby consents to the making of the foregoing Regulations.

GIVEN under the Official Seal of the Minister for Finance this 22nd day of November, 2002.

L.S. CHARLIE MC CREEVY

Minister for Finance.

EXPLANATORY NOTE

[This note is not part of the Instrument and does not purport to be a legal interpretation.]

These Regulations provide for the continuation until 31st December 2003 of the current levels of maximum rent, as determined by the Health Boards, in respect of which rent supplement is paid. They also provide that rent supplement shall not be payable where the level of rent paid exceeds the relevant maximum level determined by the health board.

**NORTHERN AREA HEALTH BOARD
Monthly Board Meetings 2003**

Proposed Schedule of Service Reports

- January:** Service Review 2002: -
- February:** Environmental Health Services
(e.g. Food Safety, Pest Control, Tobacco Control etc)
NAHB Manpower Plan
- March:** Addiction Services,
Autism Services/ Physical and Sensory Disabilities
Medical Card
(AFS to be Adopted before 1st April 2003)
(Special Board Meeting)
- April:** Acute Hospital Services (including Primary/Secondary Care Interface)
Risk Management / Clinical Indemnity
- May:** Community Welfare Service.
Health Promotion.
- June:** Services for Older Persons.
Major Accident, Emergency Plan
(Annual report to be adopted before 30th June 03)
(Special Board Meeting 12th June)
- July:** Annual General Meeting
Cancer Strategy.
Intellectual Disabilities.
Quality Initiatives
- September** Immunisation.
Primary Care Ballymun
- October:** Mental Health.
Cardio Vascular Strategy.
- November:** Children and Family Services (including Adequacy of Child Care
Review, 2002)
- December:** Social Inclusion
Primary Care
-

In addition, 2 Special Board Meetings on "Governance" to be scheduled.