

PCSI 2016 GENERAL ASSEMBLY MEETING MINUTES – Dublin, Ireland

Special General Assembly Agenda: Wednesday, October 5th (Approx 11:30)

1. Proposal to change the charter	Brian Mccarthy, Secretary
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1. Proposal to change the charter

Brian McCarthy spoke to the delegates and raised the issue regarding the elections where three officer positions were being voted on this year. He indicated that this was discussed at the Executive Committee (EC) and they proposed that for the forthcoming election, the position of president will only be for two years rather than the normal three years. As the three year term was outlined in the statutes of the organisation, he asked for a vote to change the statute.

A vote was conducted by a show of hands and there was an overwhelming majority in favour of the proposal.

• Session 2 Agenda: Thursday, October 6th (10:00-10:30)

2. Introduction and Welcome	Dana Burduja, President
3. Executive Committee Officer and Member Election Procedure <ul style="list-style-type: none">• Procedure• Candidate presentations	Paula Monteith, Treasurer
4. Voting Procedures/Timing	Paula Monteith, Treasurer

2. Introduction and welcome

Dana Burduja, President, welcomed everyone to the conference and to the General Assembly. The following people were present at this session (based on their signature on the attendance list).

Name	Organisation
Alfa D'Amato	
Amanda Ling	Joondalup Health Campus
Anita Mellingen	DRG-forum
Anna Lilja Gunnarsdottir	Ministry of Welfare
Auli Karttunen	FCG Consulting Ltd
Björn Ekman	Lund University

Brian McCarthy	Healthcare Pricing Office
Brian Donovan	Healthcare Pricing Office
Carol Loggie	
Claire Beguin	Cliniques Universitaires Saint Luc
claudia medeiros borges	ACSS Health System Central Administration
CLEMENT Marie-Caroline	ATIH
Cliona O Donovan	Healthcare Pricing Office
COLM SOLAN	Dept of Health
Cristian Circiu	Globality
dana burduja	EIB
Daryl Simpson	Mater Hospital
Deirdre Murphy	Healthcare Pricing Office
DENISE TYNAN	Dept of Health
Deniza Mazevska	Health Policy Analysis
Derek Kirwan	Health Analytics
Doug Henry	Pavilion Health
Eileen Burke	Healthcare Pricing Office
ELLINI Anis	ATIH
Emer Gallagher	Healthcare Pricing Office
Eva Zeisig	Stockholm County Council
Éva Kerekesné Kretzer	
Fiona Brady	Temple Street Children's University
Greg Zinck	Canadian Institute for Health Information
Hector Reyes	Stockholm County Council
Helen Ratcliffe	Royal Hobart Hospital
Helen Nolan	Mater Hospital
HO IL YOON	THE KOREAN ACADEMY OF TUBERCULOSIS AND RESPIRATORY DISEASE
HYEON SEON PARK	Korean Medical Association
igor popovic	nhs improvement
Jacob Hofdijk	Casemix CQT Group
Jacob Johnston	Dublin Midlands Hospital
Jacqueline Curley	ESRI
Jade Khalife	Ministry of Public Health, Lebanon
James Downie	IHPA Australia
James C. Ravindran Ravindran	
Jan Kjartan Dybvik	The Norwegian Directorate for eHealth
Janette Green	AHSRI
jean marie Rodrigues	LIMICS
Jens Lind Knudsen	Baxter A/S
Jesper Iwersen	
Jill Cockrill	NHS Digital
Jim Pearse	Heath Policy Analysis
Jiro Okochi	Tatsumanosato Geriatric Facility

Joanne Fitzgerald	
Jonas Akuffo	NHS Improvmet
Jørn Erik Ovesen	Oslo university hospital
Joseph Campbell	Dublin Midlands Hospital
Jostein Bandlien	Norwegian Directorate of Health
Karen Cassidy	Power Health Solutions Ltd
Kevin ratcliffe	Dept Health Human Services - Tasmania
Kitti Villám	
Kristiina Kahur	FCG
Kristin Dahlen	Norwegian Directorate of Health
Liga Vladimirova	
Lill Hind	Haukeland University Hospital
Lorna Collins	Healthcare Pricing Office
Maria Friis Larsen	IMS Rehfeld
Mark O Connor	HSE
mark stevenson	nhs improvement
Markus Rathmayer	
Martti Virtanen	
Mary Phelan	HPO
Mary Black	Pavilion Health
Michael Hunt	Canadian Institute for Health Information
Michael Wilke	
Mika Linna	Finnish
Morten Eimot	Analysenteret
Nathalie Robertson	
Niamh Lynch	Rcsi hospitals
Niamh Grimes	RCSI Hospitals Group
Olafr Steinum	
Oleg Borisenko	
Olga Andrejevskaja	
Ozren Tosic	Pavilion Health
Paul O Connor	Pavilion Health
Paula Monteith	HSCIC
Petra Kokko	
Rasa Visinskiene	Health Insurance Fund under The Ministry of Health
Remi Guidon	SwissDRG AG
richard ford	nhs improvement
Rita Brady	Temple Street Children's University Hospital
Roar Brenden	FCG Nirvaco AS
Roar Juul	Haukeland University Hospital
Ruohui Hou	Canadian Institute for Health Information
Sandra GOMEZ	FHF
SANG WEON PARK	THE KOREAN SOCIETY OF CARDIOLOGY MEMBER OF RVS UPDATE COMMITTEE

Sanne Blenstrup Raun Oestergaard	The Danish Health Data Authority
Sissel Aardal	Haukeland University Hospital
Stephen Duckett	
Stephen Barclay	3M Health Information System, Inc.
Stephen Borness	Pavilion Health
Stephen Sutch	Sci LTD
steve gillett	nhs improvement
Stuart McAlister	
Sukil Kim	The Catholic University of Korea
Svein Jarle Hole	
Theresa Temple	Theresa Temple Ltd
Thomas Schongalla	
Thomas Lium	Akerhus Universitetssykehus HF
Tor Øystein Seierstad	Analysesenteret AS
Toril Rendum	Norwegian Directorate of Health
Vera Dimitropoulos	
winston piddington	nhs improvement

3. Executive Committee Officer and Member election

Paula Monteith, Treasurer, explained that she would be outlining the election procedure as Brian McCarthy (secretary) is taking part in the elections. She indicated that there were three office positions and two EC member spots available. She then introduced each of the nominees, who in turn spoke for up to two minutes to make a claim for either the officer position, or member status on the EC. They were in the following order (alphabetical by surname):

- Mary E Black (General Position)
- Dana Burduja (President)
- Alfa D’Amato (Vice president)
- Sandra Gomez (General Position)
- Janette Green (Vice president)
- Kristiina Kahur (General Position)
- Brian McCarthy (Secretary)
- Mark o’Connor (General Position)
- Jugna Shah (Vice President & General Position)

4. Voting procedures/timing

Paula then outlined the voting procedures for Executive Committee Member and the timing. He explained that the outcomes of the election would be announced at the Gala Dinner.

This marked the close of the morning session of the General Assembly. The group reconvened later in the afternoon to discuss the remaining agenda items.

Session 3 Agenda: Thursday, October 6th 16:30 to 17:30

5. Distribution and acceptance of 2015 General Assembly Minutes	Dana Burduja, President Brian McCarthy, Secretary
6. PCSI Schools <ul style="list-style-type: none"> • Advanced Design & Implementation of Case-Mix Funding Models (formerly Winter School) • The Canadian School • Introduction to Principles & Applications of Case-Mix in Health Systems (formerly Summer School) 	Jean marie Rodrigues, Emeritus President Janette Green, EC Member Dana Burduja, President
7. Future Conferences and Events <ul style="list-style-type: none"> • 2016 Ireland • 2017 Australia ?? • 2018 ?? 	Dana Burduja, President
8. Hardship fund	Dana Burduja, President
9. Closing Accounts and Acceptance of the 2015 Financial Report	Paula Monteith, Treasurer and Dana Burduja, President
10. Change to the length of office for Executive Officers.	Brian McCarthy, Secretary
11. Other Business/Items for Discussion	Dana Burduja, President
12. Announcement of Election Results (at the Gala Dinner)	Paula Monteith, Treasurer
13. Announcement of Best Conference Paper, Best Poster and Case-Mix Innovation prizes (at the Gala Dinner)	Selection Committee

Dana welcomed everyone to the second and final session of the 2016 General Assembly meeting.

The individuals in the table below were present for this session of the 2016 General Assembly Meeting:

Name	Organisation
Alfa D'Amato	
Anna Lilja Gunnarsdottir	Ministry of Welfare
Brian McCarthy	Healthcare Pricing Office

Brian Donovan	Healthcare Pricing Office
Carol Loggie	
CLEMENT Marie-Caroline	ATIH
Cliona O Donovan	Healthcare Pricing Office
Cristian Circiu	Globality
Eileen Burke	Healthcare Pricing Office
ELLINI Anis	ATIH
Fiachra Bane	Healthcare Pricing Office
Fran Hanlon	HPO
Helen Ratcliffe	Royal Hobart Hospital
Helen Nolan	Mater Hospital
Jacob Johnston	Dublin Midlands Hospital
Jacqueline Curley	ESRI
James Downie	IHPA Australia
James C. Ravindran Ravindran	
Jan Kjartan Dybvik	The Norwegian Directorate for eHealth
Janette Green	AHSRI
Jeff Poss	University of Waterloo
Jenny McNamee	
Jill Cockrill	NHS Digital
Jim Pearse	Heath Policy Analysis
Joanne Fitzgerald	
Joseph Campbell	Dublin Midlands Hospital
Karen Kearns	HPO
Kevin ratcliffe	Dept Health Human Services - Tasmania
Kristiina Kahur	FCG
Laura Metcalfe	HPO
Laura Slepikaite	Health Insurance Fund under The Ministry of Health
Marie Rice Marie	HSE
Marios Petrides	Health Insurance Org. Cyprus
Mark O Connor	HSE
mark stevenson	nhs improvement
Martti Virtanen	
Michael Hunt	Canadian Institute for Health Information
Morten Eimot	Analysenteret
Nathalie Robertson	
Niamh Lynch	Rcsi hospitals
Olafr Steinum	
Paul O Connor	Pavilion Health
Paula Monteith	HSCIC
Rasa Visinskiene	Health Insurance Fund under The Ministry of Health
Ruohui Hou	Canadian Institute for Health Information
Sandra GOMEZ	FHF
Sissel Aardal	Haukeland University Hospital

Stephen Duckett	
Stephen Sutch	Sci LTD
Stuart McAlister	
Terri Jackson	
Tor Øystein Seierstad	Analysesenteret AS
Vera Dimitropoulos	
winston piddington	nhs improvement

5. Distribution and acceptance of 2015 General Assembly minutes

Dana Burduja, President called for the acceptance of the 2015 General Assembly minutes. Votes were cast and 28 members accepted the minutes. 14 members indicated that they were abstaining from voting due to the fact that they were not present at the meeting. No member disapproved of the minutes.

6. PCSI schools

Jeff Hatcher spoke about the forthcoming “winter” school (the school for advanced design and implementation of casemix funding models) and explained that they are planning to go ahead with the school. He indicated that it is important for the school to have local help in the country the school is being held in. Dana Burduja appealed to the members to register for the conference and indicated that the school will be run at a loss based on the current numbers. Jeff and Dana outlined the historical VAT issues in relation to the school which can be surmised as “Vat must be charged in the country the school is held in based on the rules of that country”. Dana also noted that courses in France (where the organization was formed and is based) are VAT free. Finally, Jeff indicated that 22 people attended the school in Lisbon and they made a small surplus.

Following this, Jeff Hatcher spoke about the Canadian school which is to be held in January 2017. This is a school offered by CIHI for Canadian students which has a similar syllabus to the “winter” school and is under the auspices of the PCSI. He indicated that it is heavily subsidised and there is waiting list for people to take part in the course. Dana Burduja added that students who take part in the Canadian school become members of the PCSI organisation. Finally, Dana indicated that PCSI is open to conducting other customised training courses if other organisations and countries approach them.

Dana Burduja spoke about the situation regarding the “summer” school () where the school was cancelled due to low numbers. She indicated that it has been advertised already for 2017 and that people should indicate that they would like to attend as early as possible. (before 15/04/2017). She also noted that this school include a French track where the course was conducted via French.

Later in the discussion, Jean Marie Rodrigues re-iterated the information on the “summer” school. He indicated that the school was cancelled and that a number of

registrations did not arrive in time (they arrived later in the month). He proposed that for the next school, people can indicate their interest in the school from mid November 2016 to the start of April 2017. He then indicated that the school would contact people who expressed an interest mid April 2017.

7. Future conferences

Dana Burduja outlined that it is planned to hold the 2017 conference in Sydney. She indicated that IHPA will take the full financial risk which is greatly appreciated by the PCSI as it helps to keep the price low.

She indicated that there is no proposal for a place/ partner to organise the 2018 PCSI conference. This was discussed at the EC and the possibility of the holding the conference every two years. It was also decided that the EC would look for a partner country in a proactive way and it would be expected that this would be a European country. She asked for suggestions and indicated that Inek in Germany could not get involved.

8. Hardship fund

Dana Burduja outlined that it is planned to update the PCSI policy on the hardship fund. It is planned to prioritise participation at the conference and it is also planned to expand the hardship fund to middle income countries (from low income countries). The new hardship fund rules will be put on the website when ready.

9. Closing accounts and the acceptance of the 2015 Financial report

Paula Monteith, Treasurer, presented the 2015 Financial Report, as follows:

During 2015, PCSI held two financial accounts at Credit Agricole Loire Haute-Loire, France, one financial account in Luxembourg and one financial account in Canada, TD Canada Trust as table 1 below:

Table 1 – PCSI – Type of account

Type Of Account	
CCHQ (France)	Cheque Account
CSL (France)	Deposit Account
CCHQ (Luxembourg)	Cheque Account
CCHQ (Canada)	Cheque Account

Table 2 – 2015 Closing Account Summary

Account	Opening Balance (Euros)	Closing Balance (Euros)
CCHQ (France)	21,890.07	28,143.03
CSL (France)	2,811.51	2,830.65
CCHQ (Luxembourg)	3,000.00	3,000.00
CCHQ (Canada)	10,144.79 \$14,992.00*	12,510.92 \$18,400.00**
TOTAL	37,846.37	46,484.60

Notes

- * Exchange rate for Canada account = 1.48 CAD = 1 euro (13th October 2015)
- ** Exchange rate for Canada account = 1.47 CAD = 1 euro (4th October 2016)

Table 3 –Winter (Advanced) School 2015 Portugal

	Euros
Income	32,345.00
Expenditure	29,592.00
Profit/(Loss)*	2,753.00

Notes

- 2015 Figures were actuals
- Exchange rate for Canada account = 1.48 CAD = 1 euro (13th October 2015)

Table 4 –Summer (Basic Principles) School 2015 Avignon

	Euros
Income	29,400.00
Expenditure	22,083.35
Profit/(Loss)	7,316.65

Table 5 – PCSI Conference 2015 The Hague

	Euros
Income	9,480.00
Expenditure	7,893.58
Profit/(Loss)	1,586.42

Notes

- Fees arrived in April 2016 but are included here for completeness

Table 6 – 2015 Total Income and Expenditure for all accounts**

Status	Euros	Euros	Euros	Euros
Opening Balance	37,846.37			
Income		81,967.57		
Expenditure			73,329.34	
Closing Balance				46,484.60

Notes

- Income and Expenditure based upon two French Accounts and the Canadian account and incorporates Summer and Winter schools, Conference miscellaneous expenditure (Including EC expenses)

Table 6a – Breakdown of Income and Expenditure Main Items for January to December 2015

Cost Centre	Income Euros	Commentary	Expenditure Euros	Commentary
PCSI Conference 2014	19,638	Arrived January 2015	3,366	Costs include marketing, abstract publication and prizes
PCSI Conference 2015		Income of 9,480 euros transferred April 2016	7,894	Costs include 4,914 euros payment for Abstract System, prizes
Winter (Advanced) School 2015	32,345		29,592	Figures per Table 3
Summer (Basic Principles) School 2015	29,400		22,083	Figures per Table 4
EC Travel & Subsistence			9,870	Covers two EC meetings (Travel & Accommodation, Avignon and The Hague) for 14 participants ~ an average of 705 Euro/ participant
Bank Charges & Fees			526	Includes monthly charges plus transfer fees
Total:	81,383		73,330	

Table 7 – 2016 Account Summaries (01/01/16-29/09/16)

Accounts (Euros)	Opening Balance 01/01/2016 (Euros)	Balance as at 29/09/16 (Euros)	Forecast Balance to 31/12/16 (Euros)
CCHQ (France)	28,143.03	31,490.47	24,780.47
CSL (France)	2,830.65	2,822.65	2,833.10
CCHQ (Luxembourg)	3,000.00	3,000.00	3,000.00
CCHQ (Canada)*	12,510.92	10,474.59	10,474.59
TOTAL	46,484.60	47,787.71	41,088.16

Notes

- Exchange rate for Canada account = 1.47 CAD = 1 euro (4th October 2016)
- Main reason for increase:
 - Successful Conference The Hague 2015
 - Successful Basic Principles (Summer) School 2015
 - Successful Advanced (Winter) School 2015
 - Successful Partnership Events (CIHI) 2016
- Projection assumptions:
 - PCSI 2016 Conference income based on estimated 229 members at 60 euros each (with no additional profit or loss share, and includes expenses projection of 5,300 euros)
 - PCSI Summer School 2016 loss of 338 euros included in y-t-d September balance; tutor payments in respect of PCSI Summer School 2015 (including travel) remain outstanding (estimated 3,500 euros in total).
 - Projection assumes PCSI Winter School 2016 incurs loss of 11,500 euros to be paid via the French Chequing account.
 - Bank charges are estimated for October to December 2016 inclusive (includes foreign transaction fee) of 150 euros.

The following points/discussions were made regarding the accounts.

- Paula and Dana went through the assumptions for the projection.
- Dana indicated that the figures for the summer school will change as there are additional costs regarding the school.
- She also indicated that there would not be a cost for the abstracts system this year. The current system is a 3 year contract with an annual payment. PCSI is looking at a free alternative for the next conference after Sydney.
- Paula indicated that there was a payment for the cancelled summer school relating to a non-refundable payment made by a student.
- Marios Petrides asked about the difference in expenditure between the two schools. Dana indicated that this relates to the fact that there are additional costs which have not been claimed from the summer school. Paula also indicated that the costs in locations are different for the different schools as is the cost of getting to the locations.

Paula asked for the vote on the accounts. 36 delegates accepted the accounts, no delegates abstained and the no delegates objected to the accounts. The accounts were passed by the general assembly

10. Change to the length of office for Executive Officers.

Brian McCarthy addresses the meeting and presented the proposed change to the statues of the organization as discussed in the full session.

- 7.4 Elected individuals, whether they are Officers or members to serve on the Executive Committee, will have terms spanning three years **with the exception of where the executive committee has temporally reduced the term and where the reduction is voted and accepted by the General Assembly. Every term reduction must be voted in the General Assembly**

He asked for a vote on this proposal. The result was 36 delegates accepted, 0 abstained and 0 rejected the proposal. The proposal was accepted by the general assembly.

11. Other Business/Items for Discussion

There were no other issues raised and consequently the meeting was closed.

12. Announcement of Election Results

The following individuals were elected and the results were announced at the Gala Dinner:

- Dana Burduja President
- Alfa D'Amato Vice President
- Brian McCarthy Secretary
- Mary E Black General Position
- Mark O'Connor General Position
- Kristiina Kahur General Position

Note, that Alfa's election to the vice president opened a position on the executive committee so three members were elected instead of two.

13. Announcement of Best Conference Paper, Best Poster and Casemix Innovation price

The prizes for the best paper, best poster and casemix innovation prize were announced at the Gala Dinner to be held later in the evening.

Best Poster Prize Award at the 30th Annual PCSI Conference in Dublin, Ireland

Congratulations to Deirdre Murphy, Marie Glynn and Jacqui Curley of HIPE&NPRS, Healthcare Pricing Office, Dublin, Ireland and Vida Hamilton and Christina Doyle, Health Service Executive, Dublin, Ireland who won the best poster competition.

This was announced at the Gala Dinner.

Best paper prize awards at the 30th Annual PCSI Conference in Dublin, Ireland.

Congratulations to Deniza Mazevska, Jim Pearse and Joel Tuccia (of Health Policy Analysis, NSW, Australia) and Aaron Balm (of Independent Hospital Pricing Authority, NSW, Australia) who won best paper prize for their paper "Australian emergency care costing and classification study".

Congratulations also to Daniel Regan, Patrick Slevin and Gerardine Doyle of University College Dublin, Ireland for their paper "A novel method for costing chronic illness: The case of Dementia" which came second.

Finally congratulations to Jiro Okochi, Japan Association of Geriatric Health Service Facilities, Japan. for his paper "Measurement of Temporal change of functional and participation status during and after the stay using the ICF" which came third.

These were announced at the Gala Dinner.

Innovation prize awards at the 29th Annual PCSI Conference in Dublin, Ireland.

Congratulations to Deniza Mazevska, Jim Pearse and Joel Tuccia (of Health Policy Analysis, NSW, Australia) and Aaron Balm (of Independent Hospital Pricing Authority, NSW, Australia) who won the casemix innovation prize for their paper "Australian emergency care costing and classification study".

This was announced at the Gala Dinner.