

# PCSI 2019 GENERAL ASSEMBLY MINUTES

## Copenhagen, Denmark

### Session 1: Thursday, October 14th (10:00)

<b>1. Introduction and Welcome</b>	Dana Burduja, President
<b>2. Distribution of 2017 General Assembly Minutes</b>	Dana Burduja, President Brian McCarthy, Secretary
<b>3. Distribution and acceptance of 2018 General Assembly Minutes</b>	Dana Burduja, President Brian McCarthy, Secretary
<b>4. Executive Committee Officer and Member Election Procedure</b> <ul style="list-style-type: none"><li>• Procedure</li><li>• Candidate presentations</li></ul>	Brian McCarthy, Secretary
<b>5. Voting Procedures/Timing</b>	Brian McCarthy, Secretary
<b>6. Other Business/Items for Discussion</b>	Dana Burduja, President

#### 1. Introduction and welcome

Dana Burduja, President, welcomed everyone to the conference and to the General Assembly. She outlined some background of the PCSI for the people who are not attended and explained that according to the statute of the PCSI, a General Assembly is required each year.

The following people were present at this session (based on their signature on the attendance list):

Adele McGrane
Alfa D'Amato
Anne Grethe Johansen
Anu Nemlander
Anzhalika Pauliushchyk
Astrid Lauge-Hansen
Bjarke Dyhrberg Højgaard
Brian McCarthy
BYOONGYONG CHOI
Charlotte Aakjær Hanlov
Christian Ryholm Gottliebsen
Christina Pedersen
Claus Møller Laustsen

Conrad Kobel
Dana Burduja
Deirdre Lynch
Deniza Mazevska
Eivind Dalgard
Elina Hermiö
ÉVA KERESKESNÉ KRETZER
Frederik Wøhlk
GINTARAS KACEVICIUS
Gudmann Olafsson
Gunn Danielsen
Helge Moustsen
Hella Hauschildt Gertsen

Helle Egevang Johansen
Hyacinthe KANKEU
Hüseyin Carkaci
Irene Wester
Jacob Hofdijk
Jacob Johnson
Jacob Thuesen
James Downie
James Ravindran
Jan Sölch
Janette Green
Janne Refnov
Jean Marie RODRIGUES

Jette Tylak Hojrizi
Jim Pearse
Jorid Hopstad
Jutta Kjær
Jørn Erik Ovesen
Karina Edvardsen
Katriina Pernaa Bäckman
Katrin Eydis Hjørleifsdottir
Katrine Gimm
Kell Grønbæk Andersen
Kevin Ratcliffe
Kitti Villám
Kristiina Kahur
Kristin Hultgren
LAURA ŠLEPIKAITE
Line Græse Fleron
Line Kirk Bersabé

Liselotte Kreilgaard
Maisa Lukander
Mark O'Connor
Martti Virtanen
Mary Ethna Black
Meegan Snell
Mia Malmila
Michael Wilke
Mikael Havasi
Mikalai Ramanau
Nathalie RIGOLLOT
Olafr Steinum
Ozren Tomic
Paula Monteith
Pavel Bruna
Pernilla Hansson
Peter Leth

Petra Färjsjö
Rannveig Johannsdottir
RASA VIŠINSKIENE
RIC MARSHALL
Rikke Nyrop Rosenberg
Sandra GOMEZ
Sanne Blenstrup Raun Østergaard
Simon Borch
Stephen Sutch
Stig Andersen
Sukil Kim
Thomas Bruun Kolbye
Trine Garde-Tschertok
Virpi Pitkänen

## 2. Distribution of 2017 General Assembly Minutes

Brian McCarthy made copies of the minutes from the General Assembly in Sydney in 2017 and noted that they were available on the posters boards outside. Dana Burduja noted that we had had a virtual General Assembly meeting last year at which the minutes had been adopted.

## 3. Distribution and acceptance of 2018 General Assembly Minutes

The minutes from the 2018 virtual General Assembly were made available both at this meeting and posted on the poster board outside. Brian McCarthy asked for a vote on the minutes and the minutes are accepted by 37 votes. No one voted against the minutes and there was one abstention.

## 4. Executive Committee Officer and Member Election Procedure

Brian McCarthy explained that all candidates who apply for any position are asked to introduce themselves to the general assembly. Brian introduced the nominee for the position of president – Dana Burduja, Brian asked Dana to speak for two minutes on her background and why she would like to re-apply for the position.

- Dana Bruduja (President)

## 5. Voting procedures/ timing

Brian McCarthy explained the voting procedures. Voting will begin after the General Assembly and will close at 3.30 pm on the same day. All conference attendees were eligible to vote, and needed to sign off their name at the registration desk at the time of casting their vote, to ensure

that each person only has a single vote. The ballot paper contains one name due to position being unopposed. The President needs only a single vote to be re-elected.

## 6. Other Business/Items for Discussion

No other business was raised.

The General Assembly was suspended until 16:45 later that afternoon

## Session 2: Thursday, November 14th (16:45)

<p><b>7. PCSI Schools</b></p> <ul style="list-style-type: none"> <li>• Introduction to Principles &amp; Applications of Case-Mix in Health Systems (formerly Summer School)</li> <li>• Advanced Design &amp; Implementation of Case-Mix Funding Models (formerly Winter School)</li> </ul>	<p>Jean Marie Rodrigues, Emeritus President Janette Green, EC Member Dana Burduja, President</p>
<p><b>8. Closing Accounts and Acceptance of the 2018 Financial Report</b></p>	<p>Paula Monteith, Treasurer Dana Burduja, President</p>
<p><b>9. Future Conferences and Events</b></p>	<p>Dana Burduja, President</p>
<p><b>10. Proposed changes to the PCSI charter</b></p>	<p>Dana Burduja, President</p>
<p><b>11. Other Business/Items for Discussion</b></p>	<p>Dana Burduja, President</p>
<p><b>12. Announcement of Best Conference Paper, Best Poster and Case-Mix Innovation prizes (at the Gala Dinner)</b></p>	<p>Selection Committee</p>

Alfa D'Amato welcomed everyone to the second and final session of the 2019 General Assembly meeting.

The following people were present at this session (based on their signature on the attendance list):

Alfa D'Amato
Amanda Ling
Brian McCarthy
Claus Møller Laustsen
Conrad Kobel
Cristian CIRCIU

Dana Burduja
Deniza Mazevska
Drasko Lazovic
Elisabeth Faber Weinreich
Fredrik A.S.R. Hanssen
GINTARAS KACEVICIUS

Hardy Goldmann Mikkelsen
Helge Moustsen
Hella Hauschildt Gertsen
Hyacinthe KANKEU
Jacob Hofdijk
Jacob Johnson

James Downie
Janette Green
Jean Marie RODRIGUES
Jette Tylak Hojrizi
Jim Pearse
Jutta Kjær
Katrin Eydis Hjorleifsdottir
Katrine Gimm
Kevin Ratcliffe

Kristiina Kahur
Kristin Hultgren
LAURA ŠLEPIKAITE
Malle Avarsoo
Mark O'Connor
Martti Virtanen
Mary Ethna Black
Michael Wilke
Olafr Steinum

Ozren Tosic
Paula Monteith
RASA VIŠINSKIENE
Sanne Blenstrup Raun Østergaard
Stephen Sutch
Stig Andersen

## 7. PCSI schools

Jean-Marie Rodrigues (director of the “Summer School”) gave an overview of the Summer school. He indicated that the next school will be held in June 2020 in Avignon. He encouraged people to attend and suggested that PCSI need to know if they are planning to attend. He asked that people indicate a desire to attend by 01 May 2020 but that they do not book anything until PCSI confirm that the school is going ahead. The decision to go ahead in June will be made in May based on the number of people signed up.

Janette Green (faculty member) gave an overview of the Winter school on behalf of the Director – Jeff Hatcher. She indicated that school was planned for October 2020 and (once again) asked people to indicate that they intended to travel. She encouraged people to attend the school.

Both speakers indicated that PCSI would be sending emails on the schools in the next while.

## 8. Closing accounts and acceptance of the 2018 financial report

Paula Monteith (Treasurer) presented the accounts and provided the following information via slides to the general assembly.

This report is made to the PCSI General Assembly meeting on the 14<sup>th</sup> November 2019.

The report identifies the 2018 opening and closing balances, plus income and expenditures items for the year ending 31<sup>st</sup> December 2018. In addition, the report details 2019 headline financial figures from 1<sup>st</sup> January 2019 to 7<sup>th</sup> November 2019, for information only.

### PCSI Account Definitions

During 2018, PCSI held two financial accounts at Credit Agricole Loire Haute-Loire, France and one financial account in Luxembourg as per table 1 below:

**Table 1 – PCSI – Type of account**

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

CCHQ (Luxembourg)	Cheque Account
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## 2018 Financial Position

2018 Forecast Financial Position (as at 31<sup>st</sup> October 2018) and as presented for Information to the Virtual General Assembly (in Table 8)

**Table A – 2018 Actual Account Summaries from 1<sup>st</sup> January 2018 to 31<sup>st</sup> October 2018 plus Forecast to 31<sup>st</sup> December 2019**

Accounts (Euros)	Opening Balance 01/01/2018 (Euros)	Balance as at 31/10/18 (Euros)	Forecast Balance to 31/12/18 (Euros)
CCHQ (France)	36,271.75	41,692.49	39,592.49
CSL (France)	2,827.46	2,830.28	2,830.28
CCHQ (Luxembourg)	3,000.00	3,000.00	3,000.00
CCHQ (Canada)	0.00	0.00	0.00
<b>TOTAL</b>	<b>42,099.68</b>	<b>47,522.77</b>	<b>45,422.77</b>

**Table B – 2018 Closing Account Summary – Final Position as at 31<sup>st</sup> December 2019**

Account	Opening Balance (Euros)	Closing Balance (Euros)
CCHQ (France)	36,271.75	37,936.82
CSL (France)	2,827.46	2,830.28
CCHQ (Luxembourg)	3,000.00	3,000.00
CCHQ (Canada)	0.00	0.00
<b>TOTAL</b>	<b>42,099.21</b>	<b>43,767.10</b>

Expenditure incurred from 1<sup>st</sup> November to 31<sup>st</sup> December 2018 is as follows:

- PCSI Toronto Support 2018, 2,000 Euros
- Bank charges, 55.67 Euros

- PCSI Deposit Payment For 2019 Advanced Casemix School, Cyprus) of 1,700 Euros (not included in original forecast)

**Table C – 2018 Total Income and Expenditure for all accounts**

Status	Euros	Euros	Euros	Euros
<b>Opening Balance</b>	<b>42,099.21</b>			
Income		80,079.32		
Expenditure			78,411.43	
<b>Closing Balance</b>				<b>43,767.10</b>

*Note: I and E based upon two French Accounts only*

**Table C1 – Breakdown of Income and Expenditure Main Items for January to December 2018**

Cost Centre	Income Euros	Expenditure Euros	Commentary
PCSI Conference 2016	10,311.00		Outstanding Income Received
PCSI Conference 2017		5,731.83	Final Charges for mailings, Abstract Authoring and Publications
PCSI Conference 2018		1,101.59	Expenses Reimbursement for EC pre-Conference visit to Poland
Summer (Basic Principles) School 2017		3,596.00	Outstanding Tutor Fees, Tutor expenses
Summer (Basic Principles) School 2018	20,380.50	21,360.74	Final Position
Winter (Advanced) School 2018	49,385.00	41,352.82	Final Position
Winter (Advanced) School 2019		1,700.00	Event Deposit
EC Travel & Subsistence		2,000.00	Toronto Mental Health Conference Support
EC PCSI Admin Charges		889.56	Dropbox, GoTo Meetings
Bank Charges & Fees	2.82	678.89	Includes banking charges for Schools, Interest on French Deposit Account
<b>Total:</b>	<b>80,079.32</b>	<b>78,411.43</b>	

## 2019 Financial Position to 7<sup>th</sup> November 2019 – For Information Only

Table D – 2019 Account Summaries from 1<sup>st</sup> January 2019 to 7<sup>th</sup> November 2019

Accounts (Euros)	Opening Balance 01/01/2019 (Euros)	Balance as at 07/11/19 (Euros)	Forecast Balance to 31/12/19 (Euros)
CCHQ (France)	37,936.82	28,491.23	38,491.23
CSL (France)	2,830.28	2,830.28	2,830.28
CCHQ (Luxembourg)	3,000.00	3,000.00	3,000.00
<b>TOTAL</b>	<b>43,767.10</b>	<b>34,321.51</b>	<b>44,321.51</b>

*Note: 2019 Bank Account Position*

*Forecast includes the following assumptions:*

- *Expenses still to be paid: 9,700 Euros*
  - *3,500 Euros Hardship Fund Applications*
  - *5,000 Euros EC Travel Expenses*
  - *1,000 Euros Conference Prizes and gifts*
  - *200 Euros Bank Charges and Fees*
- *Income to be received: 6,700 Euros*
  - *5,000 Euros Sponsorship*
  - *1,700 Euros Reimbursement of Winter School 2019 Event Overpayment*

*Year End Forecast Details:*

➤ <i>Opening CCHQ (France) Checking Account Balance (Euros)</i>	<u>37,936.82</u>
➤ <i>Current CCHQ (France) Checking Account Balance (Euros)</i>	28,491.23
➤ <i>Forecast CCHQ Balance after Expenses Paid</i>	18,791.23
➤ <i>Forecast CCHQ Balance after Outstanding Income Received</i>	25,491.23
➤ <i>Forecast Balance after 2019 Conference Membership Fees Paid</i>	<u>38,491.23</u>

**Table D1 – 2019 Monthly Transactions for the CCHQ (France) Checking Account and Comments to 7<sup>th</sup> November 2019 (all monies in Euros)**

	<b>Opening Balance</b>	<b>Income</b>	<b>Expenditure</b>	<b>Closing Balance</b>	<b>Comment</b>
<b>Opening Balance</b>	<b><u>37,936.82</u></b>				
January	37,936.82		22.94	37,913.88	Monthly Bank Charges
February	37,913.88		167.34	37,746.54	Monthly Bank Charges, Webhosting
March	37,746.54	5,180.00	1,698.24	41,228.30	Monthly Bank Charges, 2019 Winter School Fees / Expenses
April	41,228.30	14,389.08	22.94	55,594.44	Monthly Bank Charges, 2019 Winter School Fees, 2019 Summer School Fees, Corporate Membership
May	55,594.44	13,129.08	17,084.45	51,639.07	Monthly Bank Charges, 2019 Winter School Fees / Expenses
June	51,639.07		4,558.59	47,080.48	Monthly Bank Charges, 2019 Summer School Fee reimbursement, 2019 Winter School Expenses
July	47,080.48	1,698.77	2,963.17	45,816.08	Monthly Bank Charges, 2019 Winter School Fees / Expenses
August	45,816.08		2,083.83	43,732.25	Monthly Bank Charges, 2019 Winter School Expenses
September	43,732.25		3,669.06	40,063.19	Monthly Bank Charges, 2019 Winter School Expenses, PCSI Payment For 2020 Advanced



					Casemix School Deposit, GoTo Meetings
October	40,063.19	5,042.00	2,461.92	42,643.27	Monthly Bank Charges, 2019 Conference Hardship Fund Registration, PCSI 2016 Dublin surplus share carry forward, Power Health Solutions Sponsorship Income
November to date	42,643.27		14,152.04	28,491.23	Monthly Bank Charges, 2019 Conference Deposit for Welcome Reception and Poster Event, 2019 Winter School VAT Payment
<b>Closing Balance to date</b>				<b><u>28,491.23</u></b>	

The follow additional points were made

- There was a difference in the forecast balance for 2018 (39592.49) and the actual balance (37936.82) and the main reason was a deposit payment for the PCSI advanced School (not included in the forecast) and the associated bank charged.
- There as a difference between the actual and forecast balances for 2019.
  - Actual up for 07/11/2019 is 28491.23
  - Forecast to 21/12/2019 is 38491.23
  - The reasons for the difference are
    - Expenses to be paid estimated as 9700
    - Income to be received estimated as 16700

Paula asked for the vote on the 2018 accounts and they were passed with 42 votes in favour, 0 votes against and no abstentions.

## 9. Future Conferences and Events

Alfa outlined that we had some initial discussions with a number of countries including

- Quebec
- South Korea
- Serbia
- Iceland

The executive committee would follow up on these discussions after the conference.

## 10. Proposed changes to the PCSI charter

Brian McCarthy introduced two proposed changes to the charter. Both changes are designed to cope with the situation where a General Assembly does not occur. The changes will allow the terms of the executive committee who are currently in office to be extended by one year.

The detail of the changes are as follows.

### Change to the Charter (1)

From

*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 temporarily 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*

To

*7.4 Elected individuals, whether they are Officers or members to serve on the Executive Committee, will have terms spanning three years with the following exceptions*

*7.4.1 Where the executive committee has temporarily 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*

*7.4.2 Where the annual conference and elections could not be held, despite the best efforts of the Executive Committee, and the Executive Committee have determined that terms of the committee should be extended by one year. The Executive Committee will communicate this decision to the members.*

## **Change to the Charter (2)**

From

*8.2 The officers are elected by the General Assembly and will have terms spanning three years.*

To

*8.2 The officers are elected by the General Assembly and will have terms spanning three years subject to the exclusions in 7.4.1 and 7.4.2.*

The changes were discussed at the General Assembly and suggestion was made that the words “a maximum of” be inserted into the first change. The text of this change will then be

*7.4 Elected individuals, whether they are Officers or members to serve on the Executive Committee, will have terms spanning three years with the following exceptions*

*7.4.1 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*

*7.4.2 Where the annual conference and elections could not be held, despite the best efforts of the Executive Committee, and the Executive Committee have determined that terms of the committee should be extended by a maximum of one year. The Executive Committee will communicate this decision to the members.*

(underlined for emphasis).

This revised changed was put to a vote and was carried by 42 members with no objections and no abstentions.

## **11. Other business**

No other business was raised

The 2019 General Assembly was brought to a close.

## **12. 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 held later in the evening.

### **Best Poster Prize Award at the 34th Annual PCSI Conference in Copenhagen, Denmark**

**Title:** The older the better: A regression model of outcome variables in the elderly population - quality study on inpatients from 2016 through 2018

**Authors:** Olga Endrich, Karen Triep, Nenad Torbica, Silvia Graf and Urs Peter Mosimann

**Institutions:** Inselspital University Hospital, Bern, Switzerland

**Prize:** €300

The prize amount is (€300).

### **Best paper prize award at the 34th Annual PCSI Conference in Copenhagen, Denmark**

**Title:** The Aisbett method – description of a disproportionate stratification sampling methodology for clinical coding audits

**Authors:** Jack Aisbett and Cliona O'Donovan

**Institutions:** Pavilion Health

**Prize:** €500

### **Innovation prize awards at the 34th Annual PCSI Conference in Copenhagen, Denmark**

**Title:** Using Primary Care Data to Identify and Address Unexplained Variation in Primary Care

**Authors:** David Shepherd(1), Mark Pierce(1), Alan Thompson(2) and James Barrett(2)

**Institutions:** 1 Leicester City Clinical Commissioning Group  
2 Johns Hopkins HealthCare, Baltimore, Maryland

## **13. Announcement of Election results**

The outcome of the election was announced at the gala dinner. Data Burduja was re-elected as president.