

## Multidisciplinary team meeting management system

### **Integrated Cancer Services and multidisciplinary care**

One of four priority outcome areas for cancer reform in Victoria is multidisciplinary care and SMICS aims to support multidisciplinary teams across the catchment by providing an effective management system to assist meeting documentation, management, communication and quality improvement.

SMICS comprises four health services: Alfred Health, Cabrini Health, Peninsula Health and Southern Health and within these four health services there are more than twenty multidisciplinary teams across ten tumour streams.

Tumour streams are collaborations to provide a consistent approach to care for particular tumour categories. These tumour streams are: breast, colorectal, central nervous system, genito-urinary, gynaecology, lung, haematology, head and neck, skin and upper gastro-intestinal.

Multidisciplinary meetings are intentional regular (usually weekly or fortnightly) face to face and/or via conference technology meetings to develop treatment and care recommendations for patients with a particular cancer diagnosis.

A multidisciplinary team (MDT) comprises all core disciplines including general practitioners and team membership is reflective of individual need and stage of disease. MDTs typically comprise ten core team members who discuss 10 – 20 patients per meeting.

### **What is the MDT MMS?**

The MDT MMS will be an automated web-based or networked system that will provide an integrated approach to the preparation for, documentation of and communication of all multidisciplinary meeting processes.

This project was endorsed by the SMICS Governance Committee in late 2010 and consultations with health service executives, Information Technology (IT) departments and Health Information Services (HIS) are ongoing.

### **Why is it necessary to develop such a system?**

Until recently there were 14 separate MS Excel spreadsheets and one MS Access database used for preparation, documentation and communication of multidisciplinary processes.

There were several issues associated with these databases:

- the time and effort required to maintain the system and the integrity of the information
- the time required to prepare, document and communicate multidisciplinary team processes and recommendations

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- the inability to collect multidisciplinary team meeting data in a way that can measure against Victoria's Cancer Action Plan (VCAP) targets

These issues have resulted in SMICS developing an additional MS Access database to stabilise the data whilst the MDT MMS is being scoped and built.

### **At what stage of development is the MDT MMS?**

The main activities to date have been development of draft minimum data sets for discussion, and completion of the Southern Health tender process that has resulted in selection of an appropriate vendor to undertake the scoping and analysis phase of the project:

- collection, collation and comparison of data items used by multidisciplinary teams (MDTs) across SMICS to the minimum data set developed by the Victorian Integrated Cancer Services (ICS) Information Management Group. As a result of this, SMICS has been able to develop draft core minimum and tumour specific data sets that will provide the basis for discussion and consultation with clinicians and MDT members
- representatives from the SMICS member health services IT departments participated in the tender evaluation. Smart Health Solutions (Smart Health) has been selected to undertake the Implementation Planning Study (IPS) or phase one of the project
- development of a communication strategy
- completion of contractual arrangements between Southern Health (SMICS host agency) and Smart Health
- commencement of the Implementation planning study (IPS) or feasibility study.

### **Consultation during the IPS**

We recognise the importance of comprehensive engagement with clinicians and health service information and communication technology (ICT) departments in the scoping of this software solution. The SMICS MDT MMS project team will arrange a series of meetings with multidisciplinary teams, clinicians and ICT department staff to:

- discuss the clinical/pathology/radiology related data items to be included in the system
- explore functionality of the system
- identify system interfaces with pathology and radiology service providers, health service systems and other programs and databases.

### **When will the system be ready for use?**

Prior to system development, a detailed report from SmartHealth on the IPS will be presented to the SMICS Governance Committee, seeking approval to move to the next phase of system design, build and test, prior to implementation and deployment. This report and associated recommendations will be considered by the SMICS Governance Committee in August 2012.

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If approval is gained to move to phase 2 and beyond, it is anticipated that the system will be ready for use towards the middle to end of 2013.

### **Key business objectives**

The key objectives of developing the MDT MMS are to:

- deliver a system that is compliant with health service security requirements and privacy legislation, accessible from any computer, with interfaces to the patient administration system (iPM or other), pathology and radiology systems at Alfred Health, Cabrini Health, Peninsula Health and Southern Health
- maintain all patient information within the relevant health service
- automate many of the administrative tasks associated with preparing for a MDT meeting
- enable documentation of MDT meeting discussions, outcomes and recommendations in real time
- facilitate effective communication with the multidisciplinary team, general practitioners and other health professionals prior to and after a MDT meeting, including documentation within the medical record.