

Minutes

NSCCH Area Health Advisory Council Meeting of 22 February 2007 Held in Executive Boardroom Hornsby Hospital

Attendees:	Professor Carol Pollock (Chair) Ms Georgia Sidiropoulos Mr Tom Limburg Mr Paul Tonkin Dr Greg Fulcher Ms Di Spragg Dr Magda Campbell Dr Paolo Totaro AM Dr Scott Whyte
In Attendance:	Dr Stephen Christley Ms Karen Filocamo Ms Cindy Dargaville Ms Tracey Adamson
Apologies:	Professor Margaret McMillan Dr Tony Carrozzi Mr Darren Bowd
	Agenda Topics

1. Minutes of the Meeting of 21 December 2006 All

The minutes of the meeting of 21 December 2006 were accepted as a true and accurate record.

1.1 Review of Action Items from 22 December 2006 Meeting

Action items were reviewed and the following points noted.

Item 1.1.1 Prof C Pollock met with Steve Nolan Chair of the Manly Medical Staff Council to follow up communication strategies with medical staff councils.

Item 1.1.2 K Filocamo has communicated with all the Community Participation Committees (CPCs) to confirm meeting dates. With regard to forums, a memo from Hornsby Ku ring gai Community Participation Committee was received indicating a desire to collaborate with the local council and other non health organisations. The other CPCs are reviewing the feasibility of forums within their work planning. Draft workplans should be ready for the next AHAC meeting.

Item 1.1.3 G Sidiropoulos to feedback to Central Coast CPC re Wyong clients being incorporated into other services. It was decided that K Filocamo (in consultation with G Sidiropoulos) would draft a letter from the AHAC Chair for the community representative explaining that no patient has been left without care.

Item 1.1.4 S Christley has spoken to P Blakey about communication by General Managers about Community Participation Committees to AHAC. It was requested that P Blakey respond about her communication with General Managers regarding the Community Participation Committees.

Item 1.1.5 K Filocamo has provided minutes of the Community Participation Committee meetings in this meeting package.

Action Items:	Person responsible:	Deadline:
<ul style="list-style-type: none">Letter to Central Coast community member to acknowledge formal response to her letter of resignation.	K Filocamo	29 March 2007
<ul style="list-style-type: none">Prof C Pollock to write to P Blakey to confirm arrangements for CPC communication.	Prof C Pollock	29 March 2007

2.1 Actions still outstanding from previous minutes:**2.1.1 Meeting 26/10/06: Letter to be sent to units who responded to audit.**

K Filocamo has written to General Managers of each health service and to those specific staff who completed the community participation audit to thank them for their input.

2.1.2 Meeting 28/9/06: Identify, formalise and document clinician engagement and communication processes.

There has been one meeting of the medical staff executive council and a structure is in place to communicate through Dr Fulcher to AHAC. AHAC would like to see this process formalised.

Prof C Pollock met with D Spragg and L Wright to discuss communication processes with the Allied Health Council. D Spragg is the new area Allied Health Advisor and Liz Wright was the chair of the Allied Health Council for the second half of 2006.

D Spragg presented the Allied Health Council report to AHAC which outlined a summary of current issues facing allied health. This will be provided to AHAC on a quarterly basis. Prof C Pollock had also met with J Hartley-Jones to discuss communication processes with the Nursing and Midwifery Council.

AHAC encouraged inter-professional discussion between allied health, nursing and midwifery and medical staff councils. The interdisciplinary issues need to be heard by all professional groups and the chair of each group should provide a report to AHAC. Dr Christley added that there was a forthcoming requirement for meetings between the Chief Executive and Medical Staff Councils.

It was agreed AHAC should receive the minutes of each professional group. Prof Pollock will also prepare another AHAC newsletter including the information about the clinician engagement and communication processes.

2.1.3 Meeting 24/8/06 Confirm GP priority areas in relation to community health service waiting times. Report on waiting times for Aged Care and Mental Health.

It was reported that there has been one initial meeting of an area wide GP Council of which Dr Christley is the chairperson. It was agreed there is benefit in the GP Council providing input into the Clinical Council. General Practitioners can provide red flags about areas of concern for GPs. Ryde GPs have had a review of aged care and rehabilitation services. GRACE project and SAFTE projects are two aged care projects which are providing the community with a higher level of satisfaction.

T Adamson spoke to the request for information on community health service waiting times. There is disparate data in community health information. It is a 2/3 year project to get information systems in line. She said that the information provided to AHAC should be accurate and meaningful. There is currently a work program in place to collect this information. The AHAC members raised concerns about why community health waiting time information was difficult to obtain.

Some aged care information was provided by the Performance Unit in this month's papers. A request was made to see the information on Aged Care services and Mental Health services compared across the NSCCH Health Services.

2.1.2 Healthcare Advisory Council Report

There have been a number of changes to the AHACs across the state with vacancies on many councils. The Childrens' Hospital has a new chairperson, Roger Corbett and Greater Southern Health Service also has a new chairperson.

The issue of delays in filling vacancies will be raised at the next meeting.

<p>2.1.3 Response to letter to Director General Prof C Pollock has not received a formal response form the Director General.</p>		
Action Items:	Person responsible:	Deadline:
<ul style="list-style-type: none"> Community participation audit report to be distributed to all Community Participation Committees and Community Advisory Groups D Spragg and T Adamson to work together to provide some comparative information on aged care across health services in this area 	<p>K Filocamo</p> <p>D Spragg/ T Adamson</p>	<p>29 March 2007</p> <p>26 April 2007</p>
<p>4. New Business</p>		
<p>4.1 Workplan Review</p> <p>Report from the Community Advisory Group for Aged Care & Rehabilitation Network</p> <p>K Filocamo presented this report. The Community Participation Unit's role is to help to set up Community Advisory Groups to work with networks. This Aged Care report has been provided to the Aged Care and Rehabilitation Chairperson Sue Kurrle and she will discuss the report at the next Network meeting. The issue of transport for patients was raised as a major area of concern. The meeting noted transport issues on the Central Coast were of significant importance. J Hartley Jones is responsible for oversight of the Transport for Health Plan.</p> <p>AHAC agreed it was good to see quality input from the community. It was acknowledged that AHAC has a role in supporting the networks to recognise and respond to the community input within their processes. The Networks should have a plan of management for dealing with these issues.</p> <p>AHAC members requested feedback by their June meeting regarding the Aged Care & Rehabilitation Network's response to the Community Advisory Group's report.</p> <p>Report from Community Participation Committees</p> <p><i>Central Coast:</i> A draft workplan was presented at the last meeting and G Sidiropoulos will provide a copy of the final version to AHAC when the General Manager distributes it to the members.</p> <p><i>North Shore/Ryde:</i> A working group was set up to develop the draft workplan which has now been distributed to all members. T Limburg reported that information on stroke services at Ryde Hospital was provided at the last meeting, by the North Shore/Ryde Community Participation Manager. The information seemed to indicate that a stroke unit would be established at Ryde Hospital. The Chief Executive and others present stated this information was incorrect and would be followed up after today's meeting.</p> <p><i>Hornsby Ku ring gai:</i> The workplan is not yet finalised but the group meet again next week.</p> <p><i>Northern Beaches:</i> The workplan is not yet finalised but the group meet again this week.</p> <p>Influenza immunization was seen as a subject which CPCs could raise within their communities. It was suggested this matter be raised with E Ambler.</p> <p>In response to a question on the use of ethnic media, the AHAC was told the focus was on local media in each health service.</p> <p>Area Performance Report</p> <p>T Adamson presented AHAC with a copy of the Performance Agreement and the monthly finance and performance committee report.</p> <p>Acute service activity is increasing with significant growth in Wyong. There is also an increase in ambulance attendances especially on the Central Coast.</p> <p>The clinical redesign program includes consideration of alternatives to presentation at ED, as well as prevention and more community based care management programs.</p> <p>The emergency access performance shows significant improvement and there has been improved</p>		

mental health performance.

The meeting was advised that Tony Abbott will be visiting RNSH on the 23 May.

T Adamson advised that Chris Fleming the new Director of Population Health Planning and Performance begins on 23 April.

Action Items:	Person responsible:	Deadline:
<ul style="list-style-type: none"> • A template to be sent to the General Managers to provide reports to AHAC 	K Filocamo	29 March 2007
<ul style="list-style-type: none"> • T Adamson & K Filocamo to communicate with M Bonner regarding the role of the Ryde Community Participation Manager 	K Filocamo	29 March 2007
<ul style="list-style-type: none"> • Letter to Aged Care & Rehabilitation and Surgery Networks seeking information on how the reports from their Community Advisory Groups will be used.. 	Prof C Pollock	29 March 2007
<ul style="list-style-type: none"> • Contact E Ambler to discuss promoting influenza research to the media 	K Filocamo/ Dr S Whyte	29 March 2007

5. Chief Executive's Report

Dr S. Christley spoke to his report.

The planning process for the new Northern Beaches Hospital continues and capital works are underway at both Northern Beaches hospitals.

There are three new hospitalists at Ryde. The clinical re-design projects are leading the way in clinical practice improvement across the area.

Some information on the financial situation of NSCCH was discussed. AHAC requested to be provided with information which facilitates a stronger understanding of the financial situation of the Health Service.

Action Items:	Person responsible:	Deadline:
<ul style="list-style-type: none"> • Dr Christley to present financial information to AHAC at its next meeting 	Dr S Christley	29 March

6. Other Business Prof C Pollock

6.1 Area Operational Plan Due to time restrictions this was held over to the next meeting.

6.2 Implementation of Code of Conduct in Divisional Structures It was suggested that medical staff be reminded about the Code of Conduct requirements in relation to talking to the media without the proper authorisation.

All staff and those working with the health service have been asked to sign the NSW Health Code of Conduct and that the Code of Conduct Working Group is looking at these issues.

Action	Person responsible:	Deadline:
Clinical Directors to be advised to bring this to the attention of their staff.	P Blakey	29 March

7. Next meeting

Next Meeting: 29 March 2007

The Operational Plan will be the first agenda item.

J Hartley-Jones to be asked to provide the Transport for Health Plan.

A further discussion on Area finances to be held.

P Blakey to be invited to attend the next meeting in March with the visit of J Hartley-Jones to be rescheduled to the April meeting to coincide with J Becker's update on workforce issues.