



National Allied Health Benchmarking Consortium

Minutes of Meeting

Date: Friday 22nd February 2013

Time: 1.00pm – 2.00pm NZST 11.00am – 12.00pm EST 10.30-11.30am CST

Connection: Telephone conferencing call 1800 200 232 (Australia);
0800 170 223 (New Zealand)
 Access Code Guest: (819656#)
 Access Code Host: (859889#)

Alert: Please note if you can't join in when you ring it means the Chair has not joined up as yet; the host needs to 'unlock the door' so just hang up and try in a another minute.

Delegates:

Health Service	Delegate Name(s)	Apologies/absent
Austin Health (Vic)	Joanne Sweeney (JoS)	Leonie Pearce (LP) Jill Feltham (JF)
Barwon Health-Geelong (Vic)		Debbie Schulz (DS) Roy Hoevenaars (RH)
Bayside Health-Alfred (Vic)	Jim Sayer (JS)	Ibolya Nyulasi (IN)
Capital and Coast DHB (NZ)	Steve Whittaker (SW)	Catherine Epps (CE)
Christchurch DHB (NZ)		Christine Corin
Flinders Medical Centre (SA)	Adam Govier (AG)	Mike Smith (MS)
John Hunter Hospital (NSW)		Judith Henderson (JH)
Melbourne Health (VIC)		Stella Kravstov (SK) Colin Steel (CS)
Princess Alexandra Hospital (QLD)	Wendy McCallum (WM) Julie Connell (JC) Julie-Anne Ross (JAR)	Cherie Hearn (CH)
Royal Adelaide Hospital	Ellen Mills (EM)	Margot Masters (MM)
Royal Hobart Hospital	Wendy Rowell (WR)	Anne Mullavey (AM) Gudrun Barratt-Peacock (GBK)
Southern Health (Vic)	Kerry May (KM)	
Western Health (Vic)	Kathryn Pierce (KP)	
The Health Roundtable	Pieter Walker (PW)	Wojciech Korczynski (WK)

ITEM	DISCUSSION	ACTION	BY WHOM
1.1 Attendance/Apologies	See page 1		
1.2 Minutes 25th Jan 2013	Passed as a true and accurate record		
2. The Health Roundtable			
2.1 General Update	PW reported that HRT held a 2 day workshop for Radiology recently along the same lines as the Allied Health day. Positively received with similar issues of workload management and need for further discussions with IHPA also raised.		
2.2 NEAT Compliance: Guidelines from best hospitals to be forwarded to all.	Pieter forwarded to group this morning.		
2.3 NZ branch of NAHBC	This is on the NZ National Allied Health Agenda for next week. Bernie Mullen, NZ Chapter Manager is the HRT contact for further discussions around this. Catherine Epps is NZ NAHBC contact.		CE
2.4 Topics for HRT meeting 2013		Email suggestions to Pieter/Wojciech for discussion at next NAHBC meeting.	All
3. Standing Items			
3.1 Budget Update	See attached. Current position is \$59,286 favourable. All agreed \$500 membership fee again for 2013/2014.	Invoices for membership will be sent in May for 2013/2014 financial year.	JS

ITEM	DISCUSSION	ACTION	BY WHOM
3.2 ED Targets, Elective Targets & AH ED	KM asked if anyone would share existing examples of KPIs in ED.	WR and AG have these and happy to circulate to all.	WR/AG
4. New Projects			
4.1	<p>JC suggested a project based around AH price weights. Discussion re: IHPA Tier 2 document followed:</p> <p>How were weights calculated?- Weights were calculated through data from Qld, Vic and SA only from old data.</p> <p>Tele-health issues as cannot count activity at non-patient site.</p> <p>MDT activity counting concerns.</p> <p>Once issues are clarified, then appropriate project may be determined. e.g. NAHBC calculation of weights.</p>	Feedback on IHPA Tier 2 document through JC with cc to all NAHBC members and she will raise issues at IHPA.	All
5. Projects			
5.1 Activity Based Funding	Initial project was completed for 2012 HRT meeting. WR keen to develop this project further.	WR to liaise with GO	WR
	JC member Clinical Advisory Committee, IHPA with Jan Irvine. JC also on Teaching/Training and Research Working Party, IHPA. Tele-Conference every 3 months (next in May 2013)	Forward IHPA Tier 2 document	EM
5.2 Clinical Care Ratios/Clinical Educator	Needs to be written up formally and then project finalised.	AG to liaise with CH re write up.	AG/CH
5.3 Staffing Model	Model being refreshed for cost of approx. \$10,000. (previously agreed). May take several	JS continue to coordinate.	JS

	months.		
ITEM	DISCUSSION	ACTION	BY WHOM
5.4 Data Audit – Qld request	<p>JS has had contact from Qld Health re use of NAHBC tool for a one off audit. JS liaised with EM and agreed to discuss charge of \$4-\$5,000 with approx. 3/5 split to The Austin and 2/5 split to NAHBC. Qld Health would like examples of reports generated before committing.</p> <p>AG raised that SA Health had also queried use of this tool and will liaise back using same criteria as discussions with Qld Health.</p>	<p>JS liaise with Qld Health re reports.</p> <p>AG liaise with SA Health re costs.</p>	JS/AG
6. NAHBC Website			
Working Party to be formed to review website	<p>Current Austin contact happy to update at cost of \$50/hr.</p> <p>KM has a contact who could redevelop this for a good price. Agreed that information required updating first.</p>	Working party formed to review information on website - JAR, SW and EM to liaise re this.	JAR, SW, EM
7. Any Other Business			
7.1 Nepean Hospital Membership	<p>Brett Williams contacted EM re membership of group and stated Nepean Hospital had 500 beds, was a teaching hospital with mature data collection. EM has also had a request from Northern Adelaide Local Health Network. Members agreed that we require an application form to formalise the new membership process. This could be used as an annual update for existing members also.</p>	Application form to be drafted.	EM
7.2 National Allied Health E-Health	EM advised that she is now the NAHBC rep on this group following a request to the group from	EM to forward terms of reference, agendas and minutes to NAHBC	EM

Collaborative	JC late last year.	membership.	
---------------	--------------------	-------------	--

Next meeting: Teleconference: Friday 22nd March 2013

Meetings for 2013:

19 April

24 May

28 June

26 July

23 August

27 September

25 October

22 November