



National Allied Health Benchmarking Consortium

Minutes of Meeting

Date: Friday 24th May 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; 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)	Lyndell Keating (LK) Ibolya Nyulasi (IN)
Capital and Coast DHB (NZ)	Steve Whittaker (SW) Catherine Epps (CE)	
Christchurch DHB (NZ)	Christine Corin (CC)	
Flinders Medical Centre (SA)	Adam Govier (AG)	Mike Smith (MS)
John Hunter Hospital (NSW)		Judith Henderson (JH)
Lyell McEwin Hospital (SA)	Sandra Parr (SP)	
Melbourne Health (VIC)	Colin Steel (CS)	Stella Kravstov (SK)
Nepean Hospital (NSW)		Vittorio Cintio (VC)
Princess Alexandra Hospital (QLD)	Julie-Anne Ross (JAR) Cherie Hearn (CH) Wendy McCallum (WM) Julie Connell (JC)	
Royal Adelaide Hospital (SA)	Ellen Mills (EM)	Margot Masters (MM)
Royal Hobart Hospital (TAS)	Gudrun Barratt-Peacock (GBK) Anne Mullavey (AM)	Wendy Rowell (WR)
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 for other attendees/apologies		EM
1.2 Minutes 19th April 2013	Passed as a true and accurate record. Welcome to Sandra Parr, Lyell McEwin Hospital		EM
2. The Health Roundtable			
2.1 General Update and feedback on data extract suggestions for 2013	Additional data extract suggestions will go ahead as planned. Sites who can provide this additional information will do so. Variability in data collected will impact.(i.e. intervention codes/use of ICD 10)	.	WK/EM All
2.2 Topics for HRT Meeting 2013	<p>Guest Speaker Suggestions: Jim Burch, IHPA for update; Julie Hulcombe (Qld AH Advisor), IHPA for AH perspective; James Downey/Tony Sherbon, ABF; Chris O’Gorman for additional session on ABF and HRT.</p> <p>Other suggestions: Cost weights for AH; variations in ABF implementation across states.</p>	Pieter to investigate speaker options. Continue to provide recommendations to Pieter.	PW All
3. Standing Items			
3.1 Budget Update including invoicing	Financial report tabled. Currently have \$64 000. Invoices have been sent to all sites. Lyell McEwin and Nepean will be invoiced next round as all sites invoiced at end of membership year.		
3.2 ED Targets (including AH KPIs), Elective Targets & AH ED (AG to circulate KPIs from flinders)	Nil to report		
4. Projects			
4.1 Activity Based Funding-	No report	Email to be sent to GO re this project.	WR
4.2 Clinical Care Ratios Project	No progress report on write up.		

4.3 Staffing Model- to be refreshed	Fabian remains unavailable to support this project currently. Project group to be formed with JS, WR, SW.	Plan teleconference for group to progress project.	JS
4.4 Data Audit –feedback from working party	Teleconference held. Audit dates set for July 14 th -27 th . Sites can include different campuses if required. Education pack requires updating. Discussion re a prize for the “best results”. QLD health doing own survey at same time.	JS to email all sites re: nominating alternate campuses for survey if required. Update education pack. Educate staff re: common issues/errors with data collection prior to audit. EM to forward new member details to JS for including.	JS Project group All EM
4.5 Allied Health cost weights	Tier 2 document will be reviewed later this year. IHPA meeting to be held next week. IHPA – small amount of money available for research	JC, EM and JS to liaise re ideas.	JC, EM, JS
4.6 Website	JAR forwarded documents re projects and definitions to group. Need to include quorum information in terms of reference. SW working on data dictionary. Contact information for each site to be added (use details from 2013 membership forms). Email link should be directed to chair. Logon access by facility rather than by individuals. Current login access is variable and unable to be fixed. New login access to be provided once website up and running.	Members to provide project updates to JAR ASAP. Logo/branding ideas to be circulated to membership.	All SW/JAR/EM

5. Name change			
5.1 Confirmation of name change.	Australasian Allied Health Benchmarking Group name change proposed by JAR and SW and supported unanimously by group.	Change documents as required.	EM
6. NAHBC Membership			
6.1 Membership Application form	Several sites still to provide this information. EM has emailed these sites individually.	Outstanding membership forms to be sent to EM.	As required.
7. National Allied Health E-Health Collaborative			
7.1 Feedback from meeting	No meeting to report		
8. Any other business			All
Next Meeting	Teleconference: Friday June 28th 2013		