

Australasian Allied Health Benchmarking Consortium

Minutes of Meeting

Date: Friday 28th June 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)		Leonie Pearce (LP) Jill Feltham (JF) Joanne Sweeney (JoS)
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)
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)		Wendy Rowell (WR) Gudrun Barratt-Peacock(GBK) Anne Mullavey (AM)
Southern Health (Vic)	Kerry May (KM)	
Western Health (Vic)	Kathryn Pierce (KP)	
The Health Roundtable	Wojciech Korczynski (WK)	Pieter Walker (PW)

ITEM	DISCUSSION	ACTION	BY WHOM
1.1 Attendance/Apologies	See page 1		EM
1.2 Minutes 24th May 2013	Passed		WM, JC
2. The Health Roundtable			
2.1 General Update and guest speaker for 2013 HRT meeting	<p>WK reported. James Downey has agreed to speak at the AH HRT meeting. Questions/Info for James to address can be forwarded to PW.</p> <p>All encouraged to register for meeting via HRT website.</p> <p>AAHBC face to face meeting to be planned prior to HRT meeting in Sydney.</p>	<p>Forward questions for James Downey to PW.</p> <p>EM to email NSW members re venue for face to face meeting day prior.</p>	<p>All</p> <p>EM</p>
3. Standing Items			
3.1 Budget Update including invoicing	<p>JS an apology today. No update.</p> <p>KM reported invoice not received.</p>	Liaise with JS re financial report and invoices.	EM/JS
3.2 ED Targets	Nil to report	Remove from Agenda	EM
4. Projects			
4.2 Clinical Care Ratios Project	CH plans to complete write-up in September		CH/AG
4.3 Staffing Model- feedback from working party	<p>JS and SW met with WK & David Dean to discuss. Suggested changes to complex model. Changes completed with 2011/2012 data. Cost is \$12000 which is ready to be paid. Discussion re how to access this and maintain security. JS to create a drop box online & create an invitation. Can be refreshed for 12/13 as a snapshot ahead of ABF at a cost of \$500 per hospital (\$7,500).</p>	<p>JM to create drop box and invite AAHBC members.</p> <p>JM willing to assist all to work through the model if required.</p> <p>Decision re 12/13 data refresh to be made after this. ?negotiate on cost/hospital</p>	<p>JS</p> <p>All</p>

<p>4.4 Data Audit –education pack; campus feedback to JS</p>	<p>Data audit to run from July 15th -28th. Awaiting reply from LMHS, Austin, Nepean and John Hunter re additional sites to include.</p>	<p>LMHS, Austin Health, Nepean Hospital and John Hunter to liaise with JS if additional sites required as part of survey. JM to forward Survey Monkey to AAHBC members. AAHBC members to forward to relevant disciplines at own sites.</p>	<p>JS All</p>
<p>4.5 Allied Health cost weights- IHPA research ideas</p>	<p>All states are approaching ABF funding differently. Up to individual LHN how funding is applied. Currently AH not being funded through ABF – considered as part of the package of care. MM raised info re: National study of non-admitted/sub acute services starting in July. Forms to be completed on OP attendances in clinics (med/nursing) & any other systems collecting data will be also included. Not all hospitals involved.</p>	<p>JC, EM and JS still to liaise re ideas.</p>	<p>JC, EM, JS</p>
<p>4.6 AAHBC Website</p>	<p>SW- Data dictionary initially created to provide common understanding of terms. Now considered an old piece of work with alternatives available and also in process of being developed nationally through National e-health Collaborative. JAR-Project summary document still requiring updating in some areas. EM-Quorum information added to TOR document. JAR has created a new email/contact address aabhbc@outlook.com to be accessed from website and chair to distribute documents. Awaiting website readiness- not progressed.</p>	<p>Archive the data dictionary. All members to check project summary document and provide further details if required.</p>	<p>SW/JAR/EM</p>

5. Name change			
5.1 Approval of Logo for Australasian Allied Health Benchmarking Consortium	EM distributed proposed new AAHBC logo. All agreed to adopt this. Thanks to SW and his team for assistance.		
6. NAHBC Membership			
6.1 Outstanding Membership Application form reminder	EM to send out reminder re outstanding. Most are received.		As required.
7. National Allied Health E-Health Collaborative			
7.1 Minutes circulated	Nat E Health Collab minutes distributed. Progressing cross-referencing standardising of date collection (QLD, SA, NSW) Early July = deadline. JS has spoken with Cath Phillips as potential Victorian rep for this group.		
8. Any other business	Nil		
Next Meeting	Teleconference Friday July 26th 2013		