

# Australasian Allied Health Benchmarking Consortium

## Minutes of Meeting

**Date:** Friday 23rd August 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 Hovenaars (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)	Rebecca George (RG)	
Flinders Medical Centre (SA)	Adam Govier (AG)	
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)	Cherie Hearn (CH) Wendy McCallum (WM)	Julie-Anne Ross (JAR) Julie Connell (JC)
Royal Adelaide Hospital (SA)	Ellen Mills (EM) Margot Masters (MM)	
Royal Hobart Hospital (TAS)	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
<b>1.1 Attendance/Apologies</b>	See page 1. Welcome to Rebecca George who is new rep from Christchurch.		EM
<b>1.2 Minutes 24<sup>th</sup> May 2013</b>	Passed. Thanks to AG for chairing.		EM
<b>2. The Health Roundtable</b>			
2.1 General Update	PW reported that JC is not presenting as per draft agenda for HRT meeting in October. Querying whether AAHBC want to present this year.	EM to collate feedback re any presentations and liaise with WK/PW.	All
<b>3. Standing Items</b>			
3.1 Budget /Finance Report	JS not in attendance. No report.	EM to forward report with  NAHBC finance report July13 June14 minutes	JS
<b>4. Projects</b>			
4.2 Clinical Care Ratios Project	Nil further to report		CH/AG
4.3 Staffing Model- feedback from working party	JS available for queries. Use face-to-face meeting to discuss. Some members having difficulty accessing Drop Box. JS will be available from 2/9/13. Might be dependent on version of excel.	Agenda item for face to face. Email JS if no invite to dropbox received. <a href="mailto:J.sayer@alfred.org.au">J.sayer@alfred.org.au</a> Subject "Drop Box"	EM



4.4 Data Audit –education pack; campus feedback to JS	Thanks to JS for all the work on collating of data audit. PA have won accuracy award on this! Summary needs to include questions. – will be rectified.  Most organisations achieved around 80%. One organisation lower – to be encouraged to revise training/updating. Most errors = confusion between NIPA & CSM. The Alfred Hospital has revamped its education tool & is happy to share.	JS to include questions on summary sheet.  Liaise with JS re ed tool.	JS  All
4.5 Allied Health cost weights- IHPA research ideas	No update		
4.6 AAHBC Website	No discussion	.	
<b>5. AAHBC Membership</b>			
5.1 Membership Application	Outstanding memberships.  Discussion around data audit: is a minimum achievement required for membership?  Aim for 90% IPA & 80% overall. Self- monitoring this year. Indicate to members re benchmark & request improvement for next year.	Check if have received from The Alfred.  Members to check IPA and overall audit results and encourage education for planned improvement if 90%/80% not achieved.	EM/JS  All
<b>7. National Allied Health E- Health Collaborative</b>	No meeting held since last AAHBC meeting. Next meeting 29 <sup>th</sup> August.		
<b>8. Any other business</b>	Face to face meeting and venue: EM raised question about venue for AAHBC meeting and potential to use the time allocated for AAHBC presentation in HRT agenda. PW reported that more time would be spent on reports if no AAHBC presentation.  Possibility of AAHBC face to face on Friday as	JS to liaise with RNSH and STH contacts re site visit and meeting room.  EM to confirm time and agenda for face to face meeting ASAP.	JS  EM

	<p>HRT Meeting will end at 3pm. However AAHBC members most likely to leave when meeting over.</p> <p>OPTIONS</p> <p>Meeting at The Mecure (next to central station George St) – prior evening \$600 for 1.5 hours</p> <p>The only NSW hospital on board is Nepean hospital which is 1 hour train journey out of Sydney.</p> <p>Friday after 3pm</p> <p>Room at St Vincents Hospital or RNSH –JS will talk to the 2 Physio managers/Grainne re room availability for Wed 23/10. RNSH –newly introduced robots for deliveries and upgrades to sites. Aim for 2pm start with meeting to follow.</p>		
<b>Next Meeting</b>	<b>Teleconference Friday September 27<sup>th</sup> 2013</b>		