

## Minutes of Meeting

**Date:** Friday 25th July 2014

**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
Alfred Health (Vic)	Jim Sayer (JS)	Ibolya Nyulasi (IN)
Austin Health (Vic)		Joanne Sweeney (JoS) Leonie Pearce (LP) Jill Feltham (JF)
Barwon Health-Geelong (Vic)		Roy Hoevenaars (RH) Debbie Schulz (DS)
Capital and Coast DHB (NZ)		Steve Whittaker (SW) Catherine Epps (CE)
Flinders Medical Centre (SA)	Adam Govier (AG)	
Lyell McEwin Hospital (SA)		Sandra Parr (SP)
Melbourne Health (VIC)	Colin Steel (CS)	Stella Kravstov (SK)
Monash Health (Vic)		Raisa Shaikh (RS)
Nepean Hospital (NSW)	David O'Connor (DC)	
Princess Alexandra Hospital (QLD)	Cherie Hearn (CH) Julie-Anne Ross (JAR)	Julie Connell (JC) Wendy McCallum (WM) Kathy Grudzinkas (KG)
Royal Adelaide Hospital (SA)	Ellen Mills (EM)	Margot Masters (MM)
Royal Hobart Hospital (TAS)	Annegret Ludwig (AL) Gudrun Barratt-Peacock(GBK)	Anne Mullavey (AM) Wendy Rowell (WR)
Western Health (Vic)		Julia Firth (JF)
The Health Roundtable	Wojciech Korczynski (WK)	Pieter Walker (PW)

<b>ITEM</b>	<b>DISCUSSION</b>	<b>ACTION</b>	<b>BY WHOM</b>
<b>1.1 Attendance/Apologies</b>	See page 1. WM is an apology for the remainder of 2014. Kathy Grudzinskas (KG) to be added for PAH. Kathryn Pierce no longer rep for Western Health. New rep is Julia Firth (JF).		EM
<b>1.2 Minutes 27th June 2014</b>	Passed. (JAR)		EM
<b>2. The Health Roundtable</b>			
2.1 General Update	WK confirmed the theme as Models of Care. All represented states to do 15 min presentation on current experience with Electronic Medical Records (NSW, VIC, QLD, SA)  JS asking Kathy Phelps Chief AHA Dept Health Vic re scope of practice/workforce to be guest speaker.	All states to find rep for discussion re EMR and forward name to WK.  JS to contact Kathy Phelps re willingness to speak at AH HRT meeting.	All  JS
<b>3. Standing Items</b>			
3.1 Budget /Finance Report	No report		JoS
<b>4. Projects</b>			
4.1 Clinical Care Ratios Project	CH needs to determine questions for statistician to progress this writeup.	CH to liaise with AG re appropriate questions.	CH/AG

4.2 Data Audit	<p>Data audit is completed. JS has created document with results. Overall average was 83%. PAH again had highest accuracy. Need to determine whether this result is improving and also results for IPA/NIPA vs non-clinical responses. Overall results and audit questions/answers can be displayed on website.</p> <p>DC will raise further with Nepean for future data audits.</p> <p>QLD Health audit also completed.</p>	<p>EM to forward results document to all.</p> <p>All to examine results for overall variance year by year.</p> <p>JS to provide JAR with summary document for uploading on website.</p>	<p>EM</p> <p>All</p> <p>JS/JAR</p>
4.3 Allied Health models of care	<p>Group discussion re usefulness and possible actions for Models of Care discussions – specifically around General Medicine patients. Broad agreement across sites that medicine is often a poor performer in terms of LOS and AH have the opportunity to be innovative in this area. JS reported good resources in this area due to presence at table when allocating resources. All agreed to share knowledge and information. AG offered to coordinate this process.</p>	<p>AG to draft document for discussion regarding Models of Care for General Medicine prior to next meeting.</p>	<p>AG</p>
4.4 AAHBC Website	<p>Membership form nearing completion on website. Not all members recall how to access this.</p>	<p>JAR to continue to add info to website, to advise when membership forms able to be completed online and to resend access information to all members.</p>	<p>JAR</p>
4.5 New Zealand Data Group	<p>No report</p>		

<b>5. AAHBC Membership</b>			
5.1	<p>SW contacted EM to withdraw from AAHBC due to inability to have funds allocated for Capital &amp; Coast. EM highlighted issue of no New Zealand members on AAHBC if this occurred and suggested special consideration be given to sites experiencing financial hardship.</p> <p>Members queried whether Capital &amp; Coast were members of HRT for 1415.</p> <p>EM reminded members that cost for this year had been reduced to \$250.</p>	EM to liaise with SW re HRT membership and remind re reduced fee already recommended for this year's membership. If C&C are members of HRT and still unable to find funds for AAHBC, then members would vote next meeting re one year's grace in membership fee.	SW, EM
<b>6. National Allied Health E-Health Collaborative</b>			
	No meeting		
<b>7. Benchmarking</b>			
7.1 Modelling	<p>Some sites continue to have difficulty with access or have not yet looked at model.</p> <p>JS coordinating Victorian meeting with Alfred, Austin, Melbourne Health, and ? Southern Health.</p> <p>JAR suggested further definitions for headings on the second tier of the model.</p> <p>Questions raised re linking DRGs to clinical units where patients would be seen.</p>	<p>JS to forward to sites who have not yet received this including Nepean.</p> <p>JS to forward meeting time for separate discussion re model outside of AAHBC meeting possibly using videoconferencing/webinar.</p>	JS All
<b>8. Any Other Business</b>			
8.1 Face to Face Meeting	The following reps are hoping to attend Oct face to Face meeting:	PAH to book TRI visit at start of Face to Face Meeting- 1pm Wednesday 22 <sup>nd</sup> October.	JAR/CH

	<p>EM (RAH)  AG (FMC)  JS (Alfred Health)  JAR, CH (PAH)  Hobart, Nepean and Melbourne Health to confirm.</p> <p>Translational Research centre looks at lab to bedside research. PAH recommended tour at start of face to face meeting.</p> <p>Agenda to include:  TOR, Finances/Fees, Expanding membership, Benchmarking Model and Models of Care.</p>	<p>Venue TBA</p> <p>EM to draft Agenda.</p>	<p>EM</p>
<b>Next Meeting</b>	<b>August 22 , 2014</b>		