

Minutes of Meeting

Date: Friday 26th September 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)	Julie-Anne Ross (JAR) Wendy McCallum (WM)	Cherie Hearn (CH) 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 (JFI)
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 22nd August 2014	Passed. (JS)		EM
1.3 Actions from Previous Meeting	<ol style="list-style-type: none"> 1. EM to continue to liaise with WK re AAHBC specific reports run for 13/14 data. 2. WK to determine how comparative reports regarding weekend vs weekday Allied Health activity could be undertaken for this year's report round. (Liaise with AL) 3. NSW and Vic AAHBC reps to confirm speaker for EMR session at HRT Allied Health meeting with WK. 4. EM to draft AAHBC Face to Face Agenda. All members to forward items. 5. JAR to finalise website access for AAHBC members and upload data audit. 6. EM to diarise discussion re Education for data entry/audit for Feb meeting 7. CH to provide feedback to next meeting re CCR project following work by statistician. 8. EM to organise Go To Meeting for Friday 5th Sept 11am to work through benchmarking model 9. RS to forward Gen Med powerpoint – Done 10. AG to create spreadsheet for all AAHBC members to complete re: General Medicine Models of Care, including EFT/beds etc. 11. All AAHBC members to complete annual membership application online. 	<p>Ongoing</p> <p>WK provided info re report 12 and 14 which provide some detail. Suggested activity data can be provided from HRT by pivot for own analysis rather than specific reports created.</p> <p>David O'Connor to provide NSW rep name. Vic will not be presenting at this session.</p> <p>Completed. EM to forward.</p> <p>Completed.</p> <p>Completed.</p> <p>CH has forwarded statistician report to AG. CH/AG will report at face to face.</p> <p>Completed. Further discussion will occur at face to face including staffing based on clinical unit rather than DRG/SRG.</p> <p>Completed</p> <p>Spreadsheet forwarded to all members with 50% return rate. For collation. AG/JS/EM to liaise re data requirements for feeding back at face to face.</p> <p>In membership only section. Completed application will automatically be sent to EM.</p>	

	12. PAH to confirm start time for tour pre-face to face meeting on Wednesday 22 nd October at 1pm and determine spot for dinner!	Meet at 1pm, tour 1.30, meeting to follow.	
2. The Health Roundtable			
2.1 General Update	WK reported that there were already 84 registered for the AH HRT event. Large turnout already. Reports are being processed and will be published in approx. 2 weeks (9/10 Oct) The agenda for the meeting will be out soon. 20 hospitals have submitted ICU location making this a viable report.		
3. Standing Items			
3.1 Budget /Finance Report	Report to be forwarded		JoS
4. Projects			
4.1 Clinical Care Ratios Project	See actions above		CH/AG
4.2 Allied Health models of care	See actions above.		AG/JS/EM
4.3 AAHBC Website	See actions above	Please confirm or delete access requirements from table forwarded.	JAR All
4.4 New Zealand Data Group	SW reported that analysis is underway. Many sites not using minimum dataset so comparisons difficult. SW meeting with NZ peers at HRT AH meeting to further progress.		SW

5. AAHBC Membership	Further discussion re targeting health networks/sites for membership e.g. NSW, WA	Membership discussions to be held at face to face.	All
6. National Allied Health E-Health Collaborative	Small meeting held to progress	Forward minimum data set for comment.	EM
7. Benchmarking	Further enhance direction at AAHBC Face to Face.		JS
8. Any Other Business			
8.1 Face to Face Meeting	1pm meet at coffee shop. 1.30 Tour commencement 2/2.30 Meeting commencement Drink/dinner to follow at Canvas Restaurant, Woolloongabba.	EM to forward details to group. Group to RSVP re dinner attendance.	EM/JAR/CH
Next Meeting	October 22nd, 2014		