



Agenda


Date:	Wednesday 28 October 2015 (face to face meeting)
Time:	<ul style="list-style-type: none"> All members to meet at Zouki cafe from 11am Tour to commence at 11.30 am AEDT Meeting to commence at 2.00pm AEDT
Format:	Face to face meeting
Location	<p>Melbourne Health</p> <div style="text-align: center;">   <p>Royal Park Campus - Where to find us.pdf Royal Park Campus Site Map.pdf</p> </div> <p>Meeting spot is Zouki Café (just off the main car park on the Poplar road entrance) Meeting to be held in Hospital Education Centre (HEC) on the Royal Park Campus</p>

Delegates

Health Service	Delegate name(s)	Apologies/absent
Alfred Health (Vic)	Ibolya Nyulasi (IN) Jim Sayer (JS) Lisa Somerville	Apology Attending
Austin Health (Vic)	Jill Feltham (JF) Joanne Sweeney (JoS) Leonie Pearce (LP)	Attending
Barwon Health-Geelong (Vic)	Roy Hoevenaars (RH)	Apology
Capital and Coast DHB (NZ)	Catherine Epps (CE) Steve Whittaker (SW)	Attending
Flinders Medical Centre (SA)	Helen Tedesco (HT) Sarah Woon (SW)	Attending Attending
Gold Coast University Hospital (QLD)	Jill Mahoney (JM) Leigh Collier (LC) Dr Sharon Mickan (SM)	Apology Attending Attending
Lyell McEwin Hospital (SA)	Linda Nimmo (LN) Sandra Parr (SP)	(? Telephone in to meeting)
Melbourne Health (VIC)	Colin Steel (CS) Stella Kravstov (SK)	Attending
Monash Health (Vic)	Raisa Shaikh (RS)	Apology
Nepean Hospital (NSW)	David O'Connor (DC)	
Princess Alexandra Hospital (QLD)	Cherie Hearn (CH) Julie-Anne Ross (JR) Kathy Grudzinkas (KG) Wendy McCallum (WM)	Attending Attending Apology for site visit Apology
Royal Adelaide Hospital (SA)	Adam Govier (AG) Ellen Mills (EM)	Attending Attending

Royal Hobart Hospital (TAS)	Anne Mullavey (AM) Annegret Ludwig (AL) Gudrun Barratt-Peacock(GBK) Wendy Rowell (WR)	Attending Attending
Western Health (Vic)	Diana Perre (DP) Julia Firth (JFI)	Attending Attending
The Health Roundtable	Wojciech Korczynski (WK)	Apology

No	Item	Person responsible
0.0	Site visit (11.30am – 1.30pm)	
0.1	Tour <ul style="list-style-type: none"> The Hand Hub Movement laboratory Activity Arcade 	Chair
0.1	Lunch (1.30am – 2.00pm)	

No	Item	Person responsible
1.0	Opening, quorum and apologies	
1.1	Welcome attendees, note apologies	Chair
2.0	Minute confirmation	
2.1	Minutes from the meeting held on 28 August 2015  150828 AAHBC Minutes.pdf	All
2.2	Review of actions from previous meetings	Chair
3.0	Standing agenda	
3.1	The Health Roundtable update <ul style="list-style-type: none"> AAHBC Presentations at 2015 meeting <ul style="list-style-type: none"> Overview of AAHBC and membership Data audit overview (Ellen) Clinical care ratio (Adam) Staffing model (Ellen & Adam) 2016 meeting venue (discussion) and days of week (discussion – Wednesday & Thursday) 2017 meeting venue (Adelaide) 	Wojciech Korczynski
3.2	Financial report	Joanne Sweeney
3.3	NZ update	Steve Whittaker
3.4	Data audit <ul style="list-style-type: none"> Not for discussion Award for AAHBC data audit winner 	Jim Sayer
4.0	Projects	
4.1	Clinical care ratios	Cherie Hearn & Adam Govier
4.2	Staff benchmarking model – not for discussion	Jim Sayer
4.3	Allied health models of care – General medicine	Adam Govier
4.4	AAHBC website	Julie-Anne Ross
4.5	New projects proposed	All



Project Proposal
Template v0.4.doc

- Decision to be made about project/s for completion in 2016

5.0	AAHBC membership	
5.1	Terms of reference – hold over until November meeting	All
5.2	Discussion re current membership and opportunities for expansion	All
5.3	Review of requests for membership	Chair
6.0	National Allied Health e-collaborative	
6.1	Update Allied Health Data Set meeting – 9 November 2015	Ellen Mills & Cherie Hearn
7.0	New business (2.30 – 3.30pm)	
7.1	<p>Updates from AAHBC sites re specific initiatives (5 minutes per initiative)</p> <ul style="list-style-type: none"> • Debbie Munro re Austin Health • Steve Whittaker re acute hospital • Colin Steel re Melbourne Health re clinical priorities for treatment • ?Royal Hobart – Redesign of medical patients journey • ?Alfred Hospital re Physio competencies – Jim not there • PAH – Governance of digital hospital • Adelaide – united meeting 	Chair
7.2	<p>Complying with the National Stroke Guidelines & changes in practice</p> <ul style="list-style-type: none"> • General discussion 	
7.3	<p>Format for 2016 meetings</p> <ul style="list-style-type: none"> • ?Teleconference • ?Videoconference • ?Webinars • Number of face-to-face meetings 	
7.4	<p>Confirmation of date of meetings for 2016</p> <ul style="list-style-type: none"> • 8 January 2016 • 12 February 2016 • 11 March 2016 • 8 April 2016 • 13 May 2016 • 10 June 2016 • 8 July 2016 • 12 August 2016 • 9 September 2016 • October 2016 (Face to face meeting) • 11 November 2016 • 9 December 2016 	
8.0	Close of meeting, review of action items	
8.1	Review of action items	Chair
8.2	<p>Next meeting Date: 13 November 2015</p>	For noting

		Time: 11.00 – 12.00pm AEST 10.00 – 11.00am AEDT 10.30-11.30pm CST 1.00pm – 2.00pm NZST Venue: Teleconference	
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