



Agenda

Date:	Friday 13 November 2015
Time:	10.00 – 11.00am AEST 11.00 – 12.00pm AEDT 10.30-11.30am CST 1.00pm – 2.00pm NZST
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)	Ibolya Nyulasi (IN) Jim Sayer (JS) Lisa Somerville (LS)	
Austin Health (Vic)	Jill Feltham (JF) Joanne Sweeney (JoS) Leonie Pearce (LP)	
Barwon Health-Geelong (Vic)	Roy Hoevenaars (RH)	
Capital and Coast DHB (NZ)	Catherine Epps (CE) Steve Whittaker (SW)	
Flinders Medical Centre (SA)	Helen Tedesco (HT) Sarah Woon (SW)	
Gold Coast University Hospital (QLD)	Jill Mahoney (JM) Sharon Mickan (SM)	
Lyell McEwin Hospital (SA)	Linda Nimmo (LN) 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 (JR) Kathy Grudzinkas (KG) Wendy McCallum (WM)	Apology
Royal Adelaide Hospital (SA)	Adam Govier (AG) Ellen Mills (EM)	
Royal Hobart Hospital (TAS)	Anne Mullavey (AM) Annegret Ludwig (AL)	

	Gudrun Barratt-Peacock(GBK) Wendy Rowell (WR)	
Western Health (Vic)	Diana Perre (DP) Julia Firth (JFI)	
The Health Roundtable	Wojciech Korczynski (WK)	

No	Item	Person responsible
1.0	Opening, quorum and apologies	
1.1	Welcome attendees (and new members), note apologies	Chair
2.0	Minute confirmation	
2.1	Minutes from the meeting held on 28 October 2015 (draft)	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"> • 2016 <ul style="list-style-type: none"> ○ Venue ○ Dates ○ Theme ○ Keynote speaker ideas 	Wojciech Korczynski
3.2	AAHBC meetings <ul style="list-style-type: none"> • Videoconference facilities available through Qld Health • Bi-monthly meeting appointments to be sent before December meetings Face-to-face meeting (October) <ul style="list-style-type: none"> • 2016 site visits • 2016 meeting venue 	All
3.3	Financial report	Joanne Sweeney
3.4	NZ update	Steve Whittaker
3.5	Data coding audit <ul style="list-style-type: none"> • Re-branding of audit to education and audit • Allocation of funding to develop an online education package 	All
4.0	Projects	
4.1	Project proposal template <div style="text-align: center;">  Project Proposal Template v1.0.doc </div>	For your reference
4.2	Clinical care ratios	Cherie Hearn & Adam Govier
4.3	Staff benchmarking model	Ellen Mills & Adam Govier
4.4	Allied health models of care – General medicine	Adam Govier
4.5	AAHBC website – request for AAHBC funding <div style="text-align: center;">  Request for AAHBC funding.doc </div>	Julie-Anne Ross
4.6	New projects	All
4.7	Main projects being completed at each facility	
5.0	AAHBC membership	
5.1	Terms of reference	All

	5.2	Discussion re current membership and opportunities for expansion	All
	5.3	Request for membership	Chair
6.0	National Allied Health e-collaborative		
	6.1	Update	Ellen Mills
7.0	New business		
	7.1	Complying with the National Stroke Guidelines and changes in practice	Chair
	7.2		Chair
8.0	Close of meeting, review of action items		
	8.1	Review of action items	Chair
	8.2	Next meeting Date: 11 December 2015 Time: 11.00 – 12.00pm AEST 10.30-11.30pm CST 1.00pm – 2.00pm NZST Venue: Teleconference	For noting