



## Agenda



<b>Date:</b>	<b>Friday 12 February 2016</b>
<b>Time:</b>	<b>10.00 – 11.30am AEST</b> <b>11.00 – 12.30pm AEDT</b> <b>10.30-12.00am CST</b> <b>1.00pm – 2.30pm NZST</b>
<b>Connection:</b>	Videoconference details <b>Conference Title:</b> AAHBC meeting (DialInVideoConference) <b>Date:</b> 12/02/2016 - 12/02/2016 <b>Time:</b> 10:00 - 12:00 AEST <b>Conference ID:</b> 1205334 <b>Connection Method:</b> <ol style="list-style-type: none"> <li>1. Qld Health sites please dial: 07 36346056</li> <li>2. Non Qld Health IP sites please dial: <a href="mailto:36346056@health.qld.gov.au">36346056@health.qld.gov.au</a></li> <li>3. ISDN sites please dial: 07 3634 6056</li> </ol>

## 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) Leigh Collier (LC) Sharon Mickan (SM)	
Lyell McEwin Hospital (SA)	Linda Nimmo (LN) Sandra Parr (SP)	
Melbourne Health (VIC)	Colin Steel (CS)	
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) - Secretariat	Apology Apology

Royal Adelaide Hospital (SA)	Adam Govier (AG) Ellen Mills (EM) - Chair	
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
<b>1.0</b>	<b>Opening, quorum and apologies</b>	
1.1	Welcome attendees (and new members), note apologies	Chair
<b>2.0</b>	<b>Minute confirmation</b>	
2.1	Minutes from the meeting held on 11 December 2015  151211 AAHBC Minutes.docx	All
2.2	Review of actions from previous meetings	Chair
<b>3.0</b>	<b>Standing agenda</b>	
3.1	The Health Roundtable update <ul style="list-style-type: none"> <li>• 2016 <ul style="list-style-type: none"> <li>○ Venue - Brisbane</li> <li>○ Dates – 26 &amp; 27 October 2016</li> <li>○ Theme – Costs and benefits of a 7 day a week allied health service</li> <li>○ Keynote speaker ideas - ?</li> </ul> </li> </ul>	Wojciech Korczynski
3.2	AAHBC meetings Face-to-face meeting (October) <ul style="list-style-type: none"> <li>• 2016 site visits <ul style="list-style-type: none"> <li>○ ? 2 site visits – one on the afternoon of 24<sup>th</sup>, one on the Tuesday 25<sup>th</sup> ?</li> <li>○ ? Lady Cilento Hospital</li> <li>○ ? GCUH</li> </ul> </li> <li>• 2016 meeting venue</li> </ul>	All
3.3	Financial report	Joanne Sweeney
3.4	NZ update	Steve Whittaker
3.5	Data coding audit <ul style="list-style-type: none"> <li>• Re-branding of audit to education and audit</li> <li>• Allocation of funding to develop an online education package</li> </ul>	All
<b>4.0</b>	<b>Projects</b>	
4.1	Project proposal template  Project Proposal Template v1.0.doc	For your reference
4.2	Clinical care ratios <ul style="list-style-type: none"> <li>• Manuscript submitted to Australian Health Review on</li> </ul>	Cherie Hearn & Adam Govier

	22 January 2016	
4.3	Staff benchmarking model <ul style="list-style-type: none"> <li>• <b>Data due 31 January 2016</b></li> </ul>	Ellen Mills & Adam Govier
4.4	Allied health models of care – General medicine	Adam Govier
4.5	AAHBC website – request for AAHBC funding  Request for AAHBC funding.doc	Julie-Anne Ross
4.6	New projects <ul style="list-style-type: none"> <li>• Complying with the National Stroke Guidelines and changes in practice. Stroke benchmarking –special meeting held 15 January 2016. Where to from here?</li> </ul>  160115 AAHBC Special Meeting (Strol)	All
4.7	Main projects being completed at each facility	
<b>5.0</b>	<b>AAHBC membership</b>	
5.1	Terms of reference – to be reviewed and ratified at the February meeting	All
5.2	Discussion re current membership and opportunities for expansion	All
5.3	Request for membership <ul style="list-style-type: none"> <li>• St Vincent's Hospital - Melbourne</li> </ul>	Chair
<b>6.0</b>	<b>National Allied Health e-collaborative</b>	
6.1	Update	Ellen Mills
<b>7.0</b>	<b>New business</b>	
7.1	Effect of student supervision on Clinical Care Ratio	Chair
7.2		Chair
<b>8.0</b>	<b>Close of meeting, review of action items</b>	
8.1	Review of action items	Chair
8.2	Next meeting Date: 8 April 2016 Time: <b>10.00 – 12.00am AEST</b> <b>11.00 – 1.00pm AEDT</b> <b>11.30 - 1.30am CST</b> <b>1.00pm – 3.00pm NZST</b> Venue: Videoconference	For noting