


Agenda





Date:	Friday 10 June 2016
Time:	10.00 – 12.00am AEST 10.30-12.30am CST 1.00pm – 3.00pm NZST
Connection:	<p>Videoconference details</p> <p>Conference title: AAHBC (DialInVideoConference)</p> <p>Meeting date: 10/06/2016 - 10/06/2016</p> <p>Start time: 10:00 - 12:00</p> <p>Conference ID: 1263838</p> <p>Connection Method:</p> <ol style="list-style-type: none"> 1. Qld Health sites please dial: 36346053 2. Non Qld Health IP sites please dial: 07 36346053@health.qld.gov.au 3. ISDN sites please dial: 07 36346053 <p>TOTAL SITES: 20</p> <p>TOTAL NUMBER OF PHONE PORTS: 6</p>

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 – Royal Melbourne Hospital (VIC)	Raisa Shaikh (RS)	
Nepean Hospital (NSW)	David O'Connor (DC)	
Princess Alexandra Hospital	Cherie Hearn (CH) - Chair	

(QLD)	Julie-Anne Ross (JR) - Secretariat Kathy Grudzinkas (KG) Mary Whitehead (MW) Wendy McCallum (WM)	Apology Apology
Royal Adelaide Hospital (SA)	Adam Govier (AG) Ellen Mills (EM)	
Royal Hobart Hospital (TAS)	Anne Mullavey (AM) Annegret Ludwig (AL)	Apology Apology
St Vincent's Hospital (VIC)	Belinda Cary (BC) Fiona McKinnon (FM) Natalie Simmance (NS)	
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 8 April 2016  160408 AAHBC Minutes.docx	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 - Brisbane ○ Dates – 26 & 27 October 2016 ○ Theme – Costs and benefits of a 7 day a week allied health service ○ Keynote speaker ideas - Terry Haines & Martin Keogh contacted 	Wojciech Korczynski
3.2	AAHBC meetings Face-to-face meeting (October) <ul style="list-style-type: none"> • 2016 site visits <ul style="list-style-type: none"> ○ 2 site visits <ul style="list-style-type: none"> ▪ 24/10/16 (afternoon) - Lady Cilento Children's Hospital (LCCH) ▪ 25/10/16 (10am) - Gold Coast University Hospital (GCUH) • 2016 meeting venue – GCUH (25/10/16 pm). Transport arranged by PAH to GCUH 	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 package and audit • Allocation of funding to develop an online education package 	All

4.0 Projects		
4.1	Project proposal template 	For your reference
4.2	Clinical care ratios <ul style="list-style-type: none"> Manuscript accepted to Australian Health Review Effect of students on CCRs 	Cherie Hearn & Adam Govier
4.3	Staff benchmarking model <ul style="list-style-type: none"> Data overdue 	Ellen Mills & Adam Govier
4.4	Allied health models of care – General medicine	Adam Govier
4.5	New projects <ul style="list-style-type: none"> Complying with the National Stroke Guidelines and changes in practice. Proposal for next steps <ul style="list-style-type: none"> Project proposal updated  Meeting frequency – monthly  Pilot sites – PAH, RAH, Melbourne Health, Flinders Medical Centre, Lyell-McEwin, St Vincent's Hospital – other facilities to advise by 17 June 2016 	All
4.6	Main projects being completed at each facility	
5.0 AAHBC membership		
5.1	Terms of reference – update due April 2017 N.B. This has been updated without reference to a possible sub-acute group 	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		
7.2	How does your facility establish AH WAU? <ul style="list-style-type: none"> What do you include? (e.g. Managers? Clinical Educators? Researchers? AHAs? Costs from service provided outside work hours? (e.g. overtime), AH led clinics?) Where do you get the data from? (e.g. payroll? clinical costing system?) 	Julie-Anne Ross
8.0 Close of meeting, review of action items		

8.1	Review of action items	Chair
8.2	Next meeting Date: 12 August 2016 Time: 10.00 – 12.00am AEST 11.30 - 1.30am CST 1.00pm – 3.00pm NZST Venue: Videoconference	For noting