


## Agenda






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| <b>Date:</b>       | <b>Friday 5 August 2016</b>   |
| <b>Time:</b>       | <b>10.00 – 12.00am AEST</b><br><b>10.30-12.30am CST</b><br><b>1.00pm – 3.00pm NZST</b>  |
| <b>Connection:</b> | <p><b>Conference Title:</b> AAHBC meeting (DialInVideoConference)</p> <p><b>Date:</b> 5/08/2016 - 5/08/2016</p> <p><b>Time:</b> 09:45 - 12:00</p> <p><b>Conference ID:</b> 1274329</p> <p><b>Connection Method:</b></p> <p>QLD HEALTH participants please dial: 34576801</p> <p>NON-QLD HEALTH IP participants please dial: 0734576801@health.qld.gov.au</p> <p>EXTERNAL TELEHEALTH PORTAL (PexIP) participants please dial: 07 34576801</p> <p>PHONE or ISDN participants please dial: 07 3457 6801</p> <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)<br>Jim Sayer (JS)<br>Lisa Somerville (LS)                            |                  |
| Austin Health (VIC)                            | Jill Feltham (JF)<br>Joanne Sweeney (JoS)<br>Leonie Pearce (LP)                          |                  |
| Barwon Health - Geelong (VIC)                  | Roy Hoevenaars (RH)  |                  |
| Capital and Coast DHB (NZ)                     | Catherine Epps (CE)<br>Steve Whittaker (SW)  |                  |
| Flinders Medical Centre (SA)                   | Helen Tedesco (HT)<br>Sarah Woon (SW)  |                  |
| Gold Coast University Hospital (QLD)           | Jill Mahoney (JM)<br>Leigh Collier (LC)<br>Sharon Mickan (SM)                            |                  |
| Lyell McEwin Hospital (SA)                     | Linda Nimmo (LN)<br>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 (QLD)              | Cherie Hearn (CH) - Chair<br>Julie-Anne Ross (JR) - Secretariat<br>Kathy Grudzinkas (KG) | Apology          |

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|                              | Wendy McCallum (WM)   |  |
| Royal Adelaide Hospital (SA) | Adam Govier (AG)<br>Ellen Mills (EM)                              |  |
| Royal Hobart Hospital (TAS)  | Anne Mullavey (AM)<br>Annegret Ludwig (AL)                        |  |
| St Vincent's Hospital (VIC)  | Belinda Cary (BC)<br>Fiona McKinnon (FM)<br>Natalie Simmance (NS) |  |
| Western Health (VIC)         | Diana Perre (DP)<br>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 10 June 2016<br><br>160610 AAHBC<br>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 - Terry Haines &amp; Martin Keogh</li> <li>○ Data analysis</li> <li>○ Participants</li> <li>○ Ad hoc data analysis re theme</li> </ul> </li> </ul>   | Wojciech Korczynski |
| 3.2        | AAHBC meetings<br>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 <ul style="list-style-type: none"> <li>▪ 24/10/16 (afternoon) - Lady Cilento Children's Hospital (LCCH)</li> <li>▪ 25/10/16 (10am) - Gold Coast University Hospital (GCUH)</li> </ul> </li> </ul> </li> <li>• 2016 meeting venue – GCUH (25/10/16 pm). Transport arranged by PAH to GCUH</li> <li>• Social catch up on 25/10/16 after meeting – Main Beach Surf Club or Marina Mirage</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>• 2016 audit</li> </ul>   | All                 |

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|            | <ul style="list-style-type: none"> <li>○ 29 August – 11 September 2016</li> </ul>  <p>AAHBC Allied Health<br/>Stats Education 2016</p> <ul style="list-style-type: none"> <li>• Re-branding of audit to education package and audit</li> <li>• Allocation of funding to develop an online education package</li> </ul>  |                            |
| <b>4.0</b> | <b>Projects</b>  |                            |
| 4.1        | Project proposal template<br><br>Project Proposal<br>Template v1.0.doc  | For your reference         |
| 4.2        | Clinical care ratios <ul style="list-style-type: none"> <li>• Article published in Australian Health Review</li> <li>• Effect of students on CCRs</li> </ul>   | 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        | New projects - Stroke pilot project <ul style="list-style-type: none"> <li>• Project proposal updated</li> </ul> <br>AAHBC Project<br>Proposal - Stroke (16i <ul style="list-style-type: none"> <li>• Meeting frequency – monthly</li> </ul> <br>160722 AAHBC<br>Special Meeting (Strol <ul style="list-style-type: none"> <li>• Pilot sites – PAH, RAH, Melbourne Health, Flinders Medical Centre, Lyell-McEwin, St Vincent's Hospital</li> </ul> | All                        |
| 4.6        | Main projects being completed at each facility   |                            |
| <b>5.0</b> | <b>AAHBC membership</b>  |                            |
| 5.1        | Terms of reference – update due April 2017<br><br>AAHBC Intro and<br>Terms of Reference v   | All                        |
| 5.2        | Discussion re current membership and opportunities for expansion   | All                        |
| 5.3        | Request for membership   | 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>  |                            |
| 7.2        | •  |                            |
| <b>8.0</b> | <b>Close of meeting, review of action items</b>  |                            |
| 8.1        | Review of action items   | Chair                      |
| 8.2        | Date: October face-to-face meeting<br>9 December 2016 (Videoconference)<br><br>Time:<br><b>10.00am – 12.00pm AEDT</b><br><b>11.00am – 1.00pm AEST</b>  | For noting                 |

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|  |  | <p><b>11.30am - 1.30pm CST</b><br/><b>1.00pm – 3.00pm NZST</b></p> <p>Venue: Videoconference (Dial 07 before phone number if outside Qld)</p> |  |
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