




Agenda





Date:	Monday 24 October & Tuesday 25 October 2016 (Face to face meeting)
Time:	As below
Connection:	<p>Conference Title: AAHBC meeting (Face to face meeting) Date: Monday 24 October 2016 – 25 October 2016 Time: Monday 24 October 2016 (2 – 4pm)</p> <ul style="list-style-type: none"> Tour of The Lady Cilento Children’s Hospital; meet in the foyer of LCCH (see attached map). <p style="text-align: center;"> patients-famil.pdf</p> <ul style="list-style-type: none"> Nearest train station is South Bank Station; nearest Bus Station is Mater Hill. Dinner at South Bank after tour. <p>Tuesday 25 October 2016 (10am – 2pm)</p> <ul style="list-style-type: none"> Tour of The Gold Coast University Hospital (1030 – 1130am) (see attached map). Meet at Block A, Level 6, Room 27 – 28, GCUH. <p style="text-align: center;"> gcu_h_site_map.pdf</p> <ul style="list-style-type: none"> Lunch provided by GCUH. Meeting (noon – 2pm). Julie-Anne & Cherie will collect people from South Bank Rydges at 830am. Please advise if you would a lift to GCUH by noon Friday 21 October 2016. Drinks at the beach after the meeting/tour.
RSVP	<p>Please RSVP to Julie-Anne Ross by 19 October 2016 re:</p> <ul style="list-style-type: none"> If attending LCCH tour If attending GCUH tour and meeting If not attending in person and would like to attend the meeting via teleconference




Delegates

Health Service	Delegate name(s)	Apologies/absent
Alfred Health (VIC)	Ibolya Nyulasi (IN) Jim Sayer (JS) Lisa Somerville (LS)	Accepted Accepted (Tuesday only)
Austin Health (VIC)	Jill Feltham (JF) Joanne Sweeney (JoS) Leonie Pearce (LP)	Apology Apology Apology
Barwon Health - Geelong (VIC)	Roy Hoevenaars (RH)	Apology
Capital and Coast DHB (NZ)	Catherine Epps (CE) Steve Whittaker (SW)	Accepted (Tuesday only)

Flinders Medical Centre (SA)	Helen Tedesco (HT) Sarah Woon (SW)	Accepted Accepted
Gold Coast University Hospital (QLD)	Arlene Morley Jill Mahoney (JM) Leigh Collier (LC) Sharon Mickan (SM)	Accepted Apology Apology
Lyell McEwin Hospital (SA)	Linda Nimmo (LN) Sandra Parr (SP)	Accepted
Melbourne Health (VIC)	Colin Steel (CS)	Apology
Monash Health – Royal Melbourne Hospital (VIC)	Raisa Shaikh (RS)	
Nepean Hospital (NSW)	David O'Connor (DC)	
Princess Alexandra Hospital (QLD)	Cherie Hearn (CH) - Chair Julie-Anne Ross (JR) - Secretariat Kathy Grudzinkas (KG) Wendy McCallum (WM)	Accepted Accepted Apology Accepted (Tuesday only)
Royal Adelaide Hospital (SA)	Adam Govier (AG) Ellen Mills (EM)	Apology Accepted
Royal Hobart Hospital (TAS)	Anne Mullavey (AM) Claire Ramsden (CR) Jolene May (JM)	Accepted Accepted Accepted
St Vincent's Hospital (VIC)	Belinda Cary (BC) Fiona McKinnon (FM) Natalie Simmance (NS)	Accepted Accepted
Western Health (VIC)	Diana Perre (DP) Julia Firth (JFI)	Accepted Accepted
The Health Roundtable	Wojciech Korczynski (WK)	Apology

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 5 August 2016  160805 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 ○ Data analysis ○ Participants ○ Ad hoc data analysis re theme 	Wojciech Korczynski

	<ul style="list-style-type: none"> ○ AAHBC presentation  <p>AAHBC Powerpoint for HRT 2016.ppt</p>	
3.2	<p>AAHBC meetings Face-to-face meeting (October)</p> <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 (2 – 4pm) - Lady Cilento Children’s Hospital (LCCH) ▪ 25/10/16 (10am – 2pm) - Gold Coast University Hospital (GCUH) • 2016 meeting venue – GCUH (25/10/16 pm). Transport arranged by PAH to GCUH • Social catch up on 25/10/16 after meeting – Main Beach Surf Club or Marina Mirage 	All
3.3	<p>Financial report</p>  <p>161010 AAHBC finance report.xlsx</p>	Joanne Sweeney
3.4	NZ update	Steve Whittaker
3.5	<p>Data coding audit</p> <ul style="list-style-type: none"> • 2016 coding audit results • Re-branding of audit to education package and audit • Allocation of funding to develop an online education package • Discussion of project proposal for initiative 	All
4.0	Projects	
4.1	<p>Project proposal template</p>  <p>Project Proposal Template v1.0.doc</p>	For your reference
4.2	<p>Clinical care ratios</p> <ul style="list-style-type: none"> • Presentation of results <ul style="list-style-type: none"> ○ Cherie Hearn will submit an abstract to the World Congress of Physiotherapy ○ Happy for AAHBC members to present this at other forums • Effect of students on CCRs  <p>160805 Capturing student data.xls</p>	Cherie Hearn & Adam Govier
4.3	<p>Staff benchmarking model</p> <ul style="list-style-type: none"> • Project proposal • Ethics application • Research governance 	Jim Sayer
4.4	Allied health models of care – General medicine	Adam Govier
4.5	<p>Stroke pilot project</p> <ul style="list-style-type: none"> • Project proposal updated 	All

		 <p>AAHBC Project Proposal - Stroke (16)</p> <ul style="list-style-type: none"> Meeting minutes <p style="text-align: center;">Insert</p> <ul style="list-style-type: none"> Pilot sites – PAH, RAH, Melbourne Health, Flinders Medical Centre, Lyell-McEwin, St Vincent's Hospital Draft Dashboard discussion 	
	4.6	Main projects being completed at each facility	
5.0	AAHBC membership		
	5.1	Terms of reference – update due April 2017	All
		 <p>AAHBC Intro and Terms of Reference v</p>	
	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	Nomination for new chair	
	7.2	Possibility of catching up a second time during the year <ul style="list-style-type: none"> National Allied Health Conference, Sydney, 26 – 29 August 2017 (Saturday – Tuesday) 	
	7.3	Planning for 2017 <ul style="list-style-type: none"> Prioritisation of existing projects Gap analysis Engagement Marketing & membership 	
	7.4	ANACC Environment Scan – Consultation with AHPA  <p>ANACC Environment Scan.pdf</p> <ul style="list-style-type: none"> Monday 31 October 10 – 11am (EST), Teleconference to provide input to consultation around a new non-admitted classification system 	
8.0	Close of meeting, review of action items		
	8.1	Review of action items	Chair
	8.2	Date: 9 December 2016 (Videoconference) Time: <p style="text-align: center;">10.00am – 12.00pm AEDT 11.00am – 1.00pm AEST 11.30am - 1.30pm CST 1.00pm – 3.00pm NZST</p> Venue: Videoconference	For noting
	8.3	Review of 2016 meeting processes <ul style="list-style-type: none"> Bi-monthly meeting 	

		<ul style="list-style-type: none">• Videoconference vs teleconferences	
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