

Agenda



Date:	Friday 3 February 2016
Time:	1000hrs – 1130hrs (AEST) 1030 – 1200hrs (CST) 1100 – 1230hrs (AEDT) 1300 – 1430hrs (NZ)
Connection:	<p>170203 AAHBC Meeting (Webinar) Friday, 3 February 2017 11:00 AM - 12:30 PM AEDT</p> <p>Please join my meeting from your computer, tablet or smartphone. https://global.gotomeeting.com/join/611594525</p> <p>You can also dial in using your phone. Australia: +61 2 8355 1050 Access Code: 611-594-525</p> <p>First GoToMeeting? Try a test session: http://help.citrix.com/getready</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)	Apology
Barwon Health - Geelong (VIC)	Roy Hoevenaars (RH)	
Canterbury District Health Board (NZ)	Garth Munro (GM) Rebecca George (RG)	
Capital and Coast DHB (NZ)	Catherine Epps (CE) Steve Whittaker (SW)	
Flinders Medical Centre (SA)	Helen Tedesco (HT) Samantha Kruger (SK) Sarah Woon (SW)	Apology
Gold Coast University Hospital (QLD)	Arlene Morley (AM) Jill Mahoney (JM) Leigh Collier (LC)	
Lyell McEwin Hospital (SA)	Linda Nimmo (LN) Sandra Parr (SP)	Apology
Melbourne Health (VIC)	Colin Steel (CS)	Apology
Monash Health – Royal	Raisa Shaikh (RS)	

Melbourne Hospital (VIC)		
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)	
Royal Adelaide Hospital (SA)	Adam Govier (AG) Ellen Mills (EM)	
Royal Hobart Hospital (TAS)	Anne Mullavey (AM) Clare Ramsden (CR) Jolene May (JM)	Apology
St Vincent's Hospital (VIC)	Belinda Cary (BC) Fiona McKinnon (FM) Natalie Simmance (NS)	
Western Health (VIC)	Diana Perre (DP) Julia Firth (JF)	Apology Apology
The Health Roundtable	Wojciech Korczynski (WK)	

N.B. AAHBC website is www.aahbc.org and the member's area has all meeting materials available.

No	Item	Person responsible
1.0	Opening, quorum and apologies	
1.1	Welcome attendees (and new members –Christchurch Hospital), note apologies	Chair
2.0	Minute confirmation	
2.1	Minutes from the meeting held on 9 December 2016  161209 AAHBC Minutes.pdf	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"> • 2017 <ul style="list-style-type: none"> ○ Adelaide ○ 25 – 26 October 2017 ○ Theme 	Wojciech Korczynski
3.2	AAHBC meetings <ul style="list-style-type: none"> • Face-to-face meeting (October) <ul style="list-style-type: none"> ○ 2017 site visits, 23 – 24 October 2017 ○ 2017 meeting venue ○ Opportunities for another face-to-face meeting in 2017 - ? NAHC August 2017 in Sydney 	All
3.3	Financial report  170127 AAHBC finance report.xlsx <ul style="list-style-type: none"> • \$56,517.00 • Debits \$1340.50 (Website maintenance, expenses and 	Joanne Sweeney

		virtual meeting) <ul style="list-style-type: none"> • Credits (Membership, coding audit) 	
	3.4	NZ update	Steve Whittaker
	3.5	Data coding audit  AAHBC stats audit project proposal.doc <ul style="list-style-type: none"> • Project update 	All
4.0	Projects		
	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"> • 2017 data collection <ul style="list-style-type: none"> ○ What? ○ When? ○ How? 	Cherie Hearn & Adam Govier
	4.3	Staff benchmarking model <ul style="list-style-type: none"> • Education session (30 minutes of meeting) • Project proposal • Ethics application • Research governance • Model • Project Officer • Victorian Project • Referencing of Model 	Jim Sayer
	4.4	Allied health models of care – General medicine	Adam Govier
	4.5	Stroke pilot project <ul style="list-style-type: none"> • Update • Project proposal  AAHBC Project Proposal - Stroke (16 <ul style="list-style-type: none"> • Meeting minutes  161216 AAHBC Special Meeting (Stro <ul style="list-style-type: none"> • Pilot sites – GCUH, PAH, RAH, Melbourne Health, Flinders Medical Centre, Lyell-McEwin, St Vincent's Hospital 	All
	4.6	Main projects being completed at each facility	
5.0	AAHBC membership		
	5.1	Terms of reference - update due April 2017  AAHBC Intro and Terms of Reference v	All
	5.2	Discussion re current membership and opportunities for expansion	All

	5.3	Request/s for membership - Christchurch Hospital, Canterbury District Health Board	Chair
6.0	National Allied Health e-collaborative		
	6.1	Update	Ellen Mills
7.0	New business		
	7.1	New chair	
8.0	Close of meeting, review of action items		
	8.1	Review of action items	Chair
	8.2	<p>Date: (Webinar)</p> <ul style="list-style-type: none"> • 7 April 2017 • 2 June 2017 • 4 August 2017 • 23 – 24 October 2017 (Face to face) • 1 December 2017 <p>Time:</p> <p>10.00am – 1130hrs AEDT 11.00am – 1230hrs AEST 11.30am – 1200hrs CST 1.00pm – 1430hrs NZST</p> <p>Venue: Webinar</p>	For noting