

## Agenda


<b>Date:</b>	Friday 7 April 2017
<b>Time:</b>	1000hrs – 1130hrs (AEST) 1030 – 1200hrs (CST) 1300 – 1430hrs (NZ)- not sure of this time as daylight savings has finished
<b>Connection:</b>	<p><b>170407 AAHBC Meeting</b> Tue, 4 Apr 2017 10:00 PM - 11:30 PM AEST</p> <p><b>Please join my meeting from your computer, tablet or smartphone.</b> <a href="https://global.gotomeeting.com/join/768077965">https://global.gotomeeting.com/join/768077965</a></p> <p><b>You can also dial in using your phone.</b> Australia: +61 2 8355 1050</p> <p><b>Access Code: 768-077-965</b></p> <p>First GoToMeeting? Try a test session: <a href="http://help.citrix.com/getready">http://help.citrix.com/getready</a></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)	
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)	
Gold Coast University Hospital (QLD)	Arlene Morley (AM) Jill Mahoney (JM) Leigh Collier (LC)	
Lyell McEwin Hospital (SA)	Linda Nimmo (LN) Nicollette (NV) Sandra Parr (SP)	
Melbourne Health (VIC)	Colin Steel (CS)	
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)	Apology
Royal Adelaide Hospital (SA)	Adam Govier (AG) Ellen Mills (EM)	
Royal Hobart Hospital (TAS)	Anne Mullavey (AM) Clare Ramsden (CR) Jolene May (JM)	
St Vincent's Hospital (VIC)	Belinda Cary (BC) Fiona McKinnon (FM) Natalie Simmance (NS)	
Western Health (VIC)	Diana Perre (DP) Julia Firth (JF)	
The Health Roundtable	Wojciech Korczynski (WK)	

N.B. AAHBC website is [www.aahbc.org](http://www.aahbc.org) and the member's area has all meeting materials available.

No	Item	Person responsible
<b>1.0</b>	<b>Opening, quorum and apologies</b>	
1.1	Welcome attendees, note apologies	Chair
<b>2.0</b>	<b>Minute confirmation</b>	
2.1	Minutes from the meeting held on 3 February 2017	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>• 2017 <ul style="list-style-type: none"> <li>○ Adelaide</li> <li>○ 25 – 26 October 2017</li> <li>○ Theme</li> </ul> </li> </ul>	Wojciech Korczynski
3.2	AAHBC meetings <ul style="list-style-type: none"> <li>• Face-to-face meeting (October) <ul style="list-style-type: none"> <li>○ 2017 site visits, 23 – 24 October 2017, likely wineries tour Friday 27 October</li> <li>○ 2017 meeting venue</li> <li>○ Opportunities for another face-to-face meeting in 2017 - ? NAHC August 2017 in Sydney</li> </ul> </li> </ul>	All
3.3	Financial report	Joanne Sweeney
3.4	NZ update	Rebecca George
3.5	Data coding audit <div style="text-align: center;">   AAHBC stats audit  project proposal.doc </div> <ul style="list-style-type: none"> <li>• Project update</li> </ul>	All

<b>4.0</b>	<b>Projects</b>		
	4.1	Project proposal template and research collaborative agreements  	Cherie Hearn
	4.2	Clinical care ratios <ul style="list-style-type: none"> <li>• 2017 data collection <ul style="list-style-type: none"> <li>○ What?</li> <li>○ When?</li> <li>○ How?</li> </ul> </li> </ul>	Cherie Hearn & Adam Govier
	4.3	Staff benchmarking model <ul style="list-style-type: none"> <li>• Video re staff benchmarking model</li> <li>• Project proposal</li> <li>• Ethics application</li> <li>• Research governance</li> <li>• Model</li> <li>• Project Officer</li> <li>• Victorian Project</li> <li>• Referencing of Model</li> </ul>	Jim Sayer
	4.4	Allied health models of care – General medicine	Adam Govier
	4.5	Stroke pilot project <ul style="list-style-type: none"> <li>• Update</li> <li>• Project proposal  </li> <li>• Meeting minutes  </li> <li>• Pilot sites – GCUH, 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	<a href="#">Terms of reference</a> - update due April 2017	All
	5.2	Discussion re current membership and opportunities for expansion	All
	5.3	Request/s 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>		
	7.1	New chair	
	7.2	For discussion – Steve Whittaker being able to continue to attend meetings as a guest. Current organisation is not a member.	
<b>8.0</b>	<b>Close of meeting, review of action items</b>		
	8.1	Review of action items	Chair

	<p>8.2 <b>Date: (Webinar)</b></p> <ul style="list-style-type: none"><li>• 2 June 2017</li><li>• 4 August 2017</li><li>• 23 – 24 October 2017 (Face to face)</li><li>• 1 December 2017</li></ul> <p><b>Time:</b></p> <p>11.00am – 1230hrs AEST 11.30am – 1200hrs CST 1.00pm – 1430hrs NZST</p> <p><b>Venue:</b> Webinar</p>	For noting
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