

## Agenda



<b>Date:</b>	Friday 9 June 2017
<b>Time:</b>	1100hrs – 1230hrs (AEST) 1030 – 1200hrs (CST) 1300 – 1430hrs (NZ)
<b>Connection:</b>	Join from PC, Mac, Linux, iOS or Android: <a href="https://zoom.us/j/2367380183">https://zoom.us/j/2367380183</a> Or iPhone one-tap (Australia Toll): +61280152088,2367380183# Or Telephone: Dial: +61 (0) 2 8015 2088 (Australia Toll) Meeting ID: 236 738 0183 International numbers available: <a href="https://zoom.us/join?m=HrsZlwXk3Bluizy_ydZLr4IK_DydoLAN">https://zoom.us/join?m=HrsZlwXk3Bluizy_ydZLr4IK_DydoLAN</a>






## Delegates


Health Service	Delegate name(s)	Apologies/absent
Alfred Health (VIC)	Jim Sayer (JS) Lisa Somerville (LS)	
Austin Health (VIC)	Jill Feltham (JF) Joanne Sweeney (JoS) Leonie Pearce (LP)	
Barwon Health - Geelong (VIC)	David Meade (DM) Roy Hoevenaars (RH)	Apology
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 Melbourne Hospital (VIC)	Raisa Shaikh (RS)	Apology
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)	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
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 7 April 2017  170407 AAHBC 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>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>Webinars – Zoom trial - feedback</li> <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 at NAHC in Sydney - ?who is going (Cherie, Julie-Anne, Wendy)</li> </ul> </li> </ul>	All
3.3	Financial report Balance \$56,442.49  170609 AAHBC finance report.xlsx	Joanne Sweeney
3.4	NZ update	Rebecca George
3.5	Data coding audit <ul style="list-style-type: none"> <li>Project update</li> </ul>	All

		<ul style="list-style-type: none"> <li>Online Stats Education Platform – <b>for decision</b></li> </ul>  <p>AAHBC stats audit project proposal v2.0</p>	
<b>4.0</b>	<b>Projects</b>		
	4.1	Project proposal template and research collaborative agreements   <p>Project Proposal Template v1.0.doc</p>	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>Research collaboration agreement – <b>for discussion</b></li> </ul>  <p>170606 Research Collaboration Agreeem</p> <ul style="list-style-type: none"> <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> </ul>  <p>AAHBC Project Proposal - Stroke (16)</p> <ul style="list-style-type: none"> <li>Meeting minutes</li> </ul>  <p>161216 AAHBC Special Meeting (Strol</p> <ul style="list-style-type: none"> <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  Hutt Valley DHB request for members!	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 – Flinders Medical Centre (Sarah Woon & Helen Tedesco) to commence in August	
	7.2	National allied health data set – 15 June 2017	
<b>8.0</b>	<b>Close of meeting, review of action items</b>		
	8.1	Review of action items	Chair
	8.2	<p><b>Date: (Webinar)</b></p> <ul style="list-style-type: none"> <li>• 4 August 2017</li> <li>• ?Face to face meeting in Sydney at NAHC</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 10.30am – 1200hrs CST 1.00pm – 1430hrs NZST</p> <p><b>Venue:</b> Webinar</p>	For noting