



Agenda

Date:	Friday 4 August 2017
Time:	1100hrs – 1230hrs (AEST) 1030 – 1200hrs (CST) 1300 – 1430hrs (NZ)
Connection:	Topic: 170804 AAHBC Meeting Time: Aug 4, 2017 10:45 AM Brisbane Join from PC, Mac, Linux, iOS or Android: https://zoom.us/j/550880651

Delegates


Health Service	Delegate name(s)	Apologies/absent
Alfred Health (VIC)	Jim Sayer (JS) Lisa Somerville (LS)	Present Present
Austin Health (VIC)	Jill Feltham (JF) Joanne Sweeney (JoS) Leonie Pearce (LP)	
Barwon Health - Geelong (VIC)	David Meade (DM) Roy Hoevenaars (RH)	
Canterbury District Health Board (NZ)	Garth Munro (GM) Rebecca George (RG)	Apologies Apologies
Flinders Medical Centre (SA) – Chair & Secretariat	Helen Tedesco (HT) Samantha Kruger (SK) Sarah Woon (SW)	Present Apologies Present
Gold Coast University Hospital (QLD)	Arlene Morley (AM) Jill Mahoney (JM) Leigh Collier (LC)	Present
Lyell McEwin Hospital (SA)	Linda Nimmo (LN) Nicollette (NV) Sandra Parr (SP)	Apology Apology Apology
Mt Hutt DHB (NZ)	Steve Whittaker (SW)	Present
Melbourne Health (VIC)	Colin Steel (CS)	Present
Monash Health – Royal Melbourne Hospital (VIC)	Raisa Shaikh (RS)	Present
Nepean Hospital (NSW)	David O'Connor (DC)	Apology
Princess Alexandra Hospital (QLD)	Cherie Hearn (CH) Julie-Anne Ross (JR) Kathy Grudzinkas (KG) Wendy McCallum (WM)	Present Present Present
Royal Adelaide Hospital (SA)	Adam Govier (AG) Ellen Mills (EM)	Present

Royal Hobart Hospital (TAS)	Anne Mullavey (AM) Clare Ramsden (CR) Jolene May (JM)	Present Present Apologies
St Vincent's Hospital (VIC)	Belinda Cary (BC) Fiona McKinnon (FM) Natalie Simmance (NS)	Apologies Present
Western Health (VIC)	Diana Perre (DP) Julia Firth (JF)	(standing) apology
The Health Roundtable	Wojciech Korczynski (WK)	Apology

No	Item	Outcome
1.0	Opening, quorum and apologies	
1.1	Welcome attendees (new member – Hutt Valley), note apologies	Chair
2.0	Minutes confirmation	
2.1	Minutes from the meeting held on 9 June 2017  170609 AAHBC Minutes.pdf	Approved
2.2	Review of actions from previous meetings	
3.0	Standing agenda	
3.1	The Health Roundtable update Wojciech has HRT speaker in mind – TBC in next week or so Helen / Sarah to present AAHBC information at HRT. Topics to cover include: Online platform, CCR data (confirming that data from research project), Stroke project, Provide the direction we are hoping to go in for the next 2 years, Eligibility for AAHBC	Wojciech to confirm speaker Helen / Sarah to work on presentation
3.2	AAHBC meetings Zoom membership confirmed, mixed video/phone use with no concerns raised Support received for brains trust approach to Face to Face meeting	Helen & Sarah to further draft Face to Face agenda
3.3	Financial report  Copy of NAHBC finance report July 11 Balance \$60,142.00	Helen & Sarah to reconcile receipt of membership payment and chase up if any outstanding
3.4	NZ update Steve: not currently recording any TT, CSM time but progressing towards improving data capture	Nil
3.5	Data coding audit Progressing – nearly ready for testing by 'sympathetic users'	Helen to circulate link in next couple of weeks



AAHBC stats audit
project proposal v2.0

4.0 Projects		
4.1	<p>Project proposal template and research collaborative agreements</p> <p>Discussion around minimum requirements for ethics (NEAF vs HREA) different for sites / states / NZ Need to confirm each site's requirements and summarise Lead site should complete ethics applications and then circulate / help to modify as required for other sites – some AAHBC funds may be available to support this Research collaboration agreement is a different document and may require legal input (likely)</p>	<p>Jim / Lisa to complete ethics application, research collaboration agreement for the benchmarking project. All sites to present to their ethics to determine if documentation is sufficient for approval / what the gaps are</p> <p>Finalise process at Face to Face meeting – all to bring along their own site requirements following discussions based on benchmarking model paperwork</p>
4.2	<p>Clinical care ratios</p> <ul style="list-style-type: none"> 2017 data collection due 31 August 2017  <p>2017 CCR Template v1.1.xls</p>	<p>All to forward their data collection sheets to Cherie Hearn by end of August</p>
4.3	<p>Staff benchmarking model</p> <ul style="list-style-type: none"> New software to demonstrate model 	<p>Jim Sayer to present at AAHBC Face to Face meeting – 15 mins</p>
4.4	<p>Stroke pilot project</p> <ul style="list-style-type: none"> Further update pending staff professional development course for data linking. Pilot sites – GCUH, PAH, RAH, Melbourne Health, Flinders Medical Centre, Lyell-McEwin, St Vincent's Hospital 	<p>Julie-Anne to update at Face to face meeting October</p>
4.5	<p>Main projects being completed at each facility</p> <p>Alfred: Power BI to format data in different ways Melbourne Health: new AH data dashboard, using HRT and activity data for service planning and resource reallocation Monash: costing of activities and new models of care PA: NDIS space, using data to overcome perception that AH are well funded RHH: project to improve accuracy of barcode activity. New ED Allied Health St Vincents: using ROI in Business Cases, NDIS focus Mt Hutt: focus on community services, shared care + ACC (insurance scheme in NZ) FMC: hospital closures, staff moves</p>	
5.0 AAHBC membership		
5.1	Terms of reference - update due June 2018	All
5.2	Discussion re current membership and opportunities for expansion	All

	5.3	Request/s for membership	Chair
6.0	National Allied Health e-collaborative		
	6.1	Update	Jim to present summary at October face to face meeting
7.0	New business		
	7.1	Tasmania discussion point-data integration -not discussed.	Helen to liaise with Jolene re whether further discussion needed
	7.2		
8.0	Close of meeting, review of action items		
	8.1	Review of action items	Chair
	8.2	<p>Date:</p> <ul style="list-style-type: none"> • 23 – 24 October 2017 (Face to face) • 1 December 2017 <p>Time:</p> <p>11.00am – 1230hrs AEST 10.30am – 1200hrs CST 1.00pm – 1430hrs NZST</p> <p>Venue: Zoom</p>	For noting