





Agenda

Date:	Friday 6 April 2018
Time:	1100hrs – 1230hrs (ACDT) 1030 – 1200hrs (AEDT) 1330 – 1500hrs (NZ)
Connection :	Join from PC, Mac, Linux, iOS or Android: https://zoom.us/j/490230209 Or iPhone one-tap : Australia: +61280152088,,490230209# Or Telephone: Dial(for higher quality, dial a number based on your current location) : Australia: +61 (0) 2 8015 2088 Meeting ID: 490 230 209 International numbers available: https://zoom.us/zoomconference?m=y2_ENQQ-K1WbXLpHcZC_TFqktcfIC5qH

No	Item	Person responsible
1.0	Opening, quorum and apologies	
1.1	Welcome attendees (new member – Sunshine Coast Hospital and Health Service – represented by Amanda Bluett / Gemma Turato), Note apologies – see final page for delegate list. Each site to confirm delegate list is up to date	Chair
2.0	<u>Minutes</u> confirmation	
2.1	Minutes from the meeting held on 2 February 2018  180202 AAHBC Minutes.docx	All
2.2	Review of actions from previous meetings <ol style="list-style-type: none"> 1. Circulate link Online Education Package (Helen): completed – within email with Agenda 2. Cherie to contact Royal Prince Alfred for site visit 3. Chairs to investigate location for face to face meeting 4. Staffing Models (All): To send site contact details to Jim 5. Sites to start pulling 16/17 data for staffing model (all) 6. Benchmarking meeting with casemix colleagues for sites unable to obtain data for staffing model : 7. Stroke project proposal (Cherie/Julie-Anne) 8. Staffing Models (Jim): To circulate protocol and drop box details 	Chair

3.0 Standing agenda		
3.1	The Health Roundtable	Wojciech Korczynski
3.2	AAHBC meetings <ul style="list-style-type: none"> October (Face to face) – schedule timing + Sydney ?site tour 	All
3.3	Financial report Balance \$	Joanne Sweeney
3.4	NZ update	Rebecca George & Steve Whittaker
3.5	Data coding audit <ul style="list-style-type: none"> Project update Schedule 2018 audit Online Stats Education Platform 	All Helen
4.0 Projects		
4.0.1	PREMS + PROMS – Psych presentation PT presentation PA data / dashboard	Clare Ramsden Adam Govier Mary Whitehead
4.1	Clinical care ratios	Julie-Anne Ross
4.2	Staff benchmarking model <ul style="list-style-type: none"> Video re staff benchmarking model Project proposal Ethics application Research governance Research collaboration agreement  <p>170606 Research Collaboration Agreeem</p> <ul style="list-style-type: none"> Model Project Officer Victorian Project Referencing of Model 	Jim Sayer
4.3	Stroke pilot project <ul style="list-style-type: none"> Update 	Cherie Hearn
4.4	Main projects being completed at each facility	All
4.5		
5.0 AAHBC membership		
5.1	Terms of reference - update due June 2018	All – April meeting
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 Sayer

7.0	New business		
	7.1	 Allied-Health-Macro-Staffing-Analysis-Pha Vic Health Staffing Analysis  Allied-Health-Casemix-Staffing-Analysis-Pl	
	7.2		
8.0	Close of meeting, review of action items		
	8.1	Review of action items	Chair
	8.2	Date: <ul style="list-style-type: none"> Friday 1st June 2018 Time: 1100hrs – 1230hrs (ACDT) 1030 – 1200hrs (AEDT) 1330 – 1500hrs (NZ) Venue: Zoom Webinar	For noting

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)	Tentative
Canterbury District Health Board (NZ)	Garth Munro (GM) Rebecca George (RG)	A
Flinders Medical Centre (SA) – Chair & Secretariat	Helen Tedesco (HT) Sarah Woon (SW)	
Gold Coast University Hospital (QLD)	Arlene Morley (AM) Jill Mahoney (JM) Leigh Collier (LC)	
Hutt Valley DHB (NZ)	Steve Whittaker (SW) Andrew Harris (AH) Clare Tahu (CT)	A Tentative!
Launceston General Hospital	Cindy Hollings (CH) Paula Hyland (PH)	
Lyell McEwin Hospital (SA)	Linda Nimmo (LN) Nicollette Varvounis (NV) Sandra Parr (SP)	
Melbourne Health (VIC)	Colin Steel (CS)	
Monash Health – Royal Melbourne Hospital (VIC)	Raisa Shaikh (RS)	
Nepean Hospital (NSW)	David O'Connor (DC)	
Prince Charles Hospital (QLD)	Anthony Fish (AF)	A
Princess Alexandra Hospital (QLD)	Cherie Hearn (CH) Julie-Anne Ross (JR) Kathy Grudzinkas (KG) Wendy McCallum (WM)	A
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)	A
Western Health (VIC)	Diana Perre (DP) Julia Firth (JF)	A
The Health Roundtable	Wojciech Korczynski (WK)	