




Agenda

Date:	Friday 1 June 2018
Time:	1100hrs – 1230hrs (AEST) 1030 – 1200hrs (ACST) 1300 – 1430hrs (NZST)
Connection :	Join from PC, Mac, Linux, iOS or Android: Join URL: https://zoom.us/j/500372849 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 Note apologies – see final page for delegate list.	Chair
2.0	<u>Minutes</u> confirmation	
2.1	Minutes from the meeting held on 6 April 2018  180406 AAHBC Minutes.docx	All
2.2	Review of actions from previous meetings 1. Update Billing Details - COMPLETE 2. Contact NSW sites for Face to Face mtg 3. Benchmarking data to Jim by 31/5/18 4. AAHBC quiz website – notify when full quiz available – INCOMPLETE 5. Ethics paperwork returned to PAH leads 6. Update ToR – COMPLETE (SEE BELOW)	
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 All Helen
4.0	Projects		
	4.0.1	PREMS + PROMS – Psych presentation PA data / dashboard	Clare Ramsden 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 – approve for renewal  <p>AAHBC Intro and Terms of Reference 2</p>	All
	5.2	Discussion re current membership and opportunities for expansion	All
	5.3	Request/s for membership	Chair
6.0	New business		
	6.1	CareSearch Engagement Project	
	6.2		
7.0	Close of meeting, review of action items		
	7.1	Review of action items	Chair
	7.2	Date: <ul style="list-style-type: none"> • Friday 3rd August Time: 1030 – 1200hrs (ACST)	For noting

		1330 – 1500hrs (NZ) Venue: Zoom Webinar	
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Delegates

Health Service	Delegate name(s)	Apologies/absent
Alfred Health (VIC)	Jim Sayer (JS) - Lisa Somerville (LS)	A
Austin Health (VIC)	Joanne Sweeney (JoS)	
Barwon Health - Geelong (VIC)	David Meade (DM) Roy Hoevenaars (RH) Rachel Hyder (RH2)	
Canterbury District Health Board (NZ)	Garth Munro (GM) Rebecca George (RG)	
Flinders Medical Centre (SA) – Chair & Secretariat	Helen Tedesco (HT) Sarah Woon (SW)	P A
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)	
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)	
Princess Alexandra Hospital (QLD)	Cherie Hearn (CH) Julie-Anne Ross (JR) 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)	
Sunshine Coast Hospital and Health Service (QLD)	Brett McRitchie (BM)	
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)	