



Health
South Eastern Sydney
Local Health District

TRIM: T18/xxxxxx

Meeting: POWH/SSEH Community Advisory Committee
Date: Tuesday 11 December 2018

Chair: Mr George Constantin
Minutes: Ildiko Greener

Presentations: N/A

1. Attendance / Apologies

NAME	AREA	status	NAME	AREA	status
Tobi Wilson	DO POWH	Present	Tanya Kant	Consumer	Apology
Heather Walker	DON POWH	Present	Susan Nicholson	consumer	Present
Jennie Barry	DON SSEH	Apology	Ben Steele	Consumer	Present
Carolyn Smith	SSEH	Apology	Erica Van Aalst	Consumer	Present
Sheemol Barrett	A/NM POWH	Present	Jan Titterton	Consumer	Present
George Constantin	Consumer/Chair	Present	Andros Eleftheriou	Consumer	Present
Nava Turner	Consumer/Dep Chair	Present	Sue Suchy	Consumer	Present
Kathleen Sutherland	Consumer	Present	Harris Mihailidis	Consumer	Present
Ajay Varshney	Consumer	Present			
Keren Hong	Consumer	Apology			

2. Minutes

2.1 Confirmation of minutes The minutes from October 2018 were confirmed as a true and accurate record AV.

3. Conflict of Interest

3.1 Conflict of Interest N/A

4. Actions/ Plans arising from previous minutes

Issue	Discussion	Action Required	Who	Due
4.1 Disabled toilets - NELUNE	Update provided from Chief engineer advised that the company had inspected all the toilets and adjusted the closures.	Remove from agenda		
4.2 Patient Real Time Experience Survey	Clinical Practice unit who conduct the surveys on behalf of Patient Experience, Patient Opinion and outcomes. Requested Committee members to review the questions and advise if you would like any amendments. To be rolled out early 2019. GC requested if there is any interest from the members to attend? If any interest is shown please let SB know. Members queried how will the surveys be conducted? SB advised most likely with an iPad, to confirm at next meeting.	Members to advise update to SB by next meeting	CAC members	Review February meeting
4.3 Position Description	SB advises she has updated the 'demands checklist' for the requests made by the members. Members ratified the document. Copy to be sent to members.	Remove from agenda		
4.4 CAC Training HCNSW	Report received to be reviewed at March meeting.	Review in March	DON/SB	March meeting

Issue	Discussion	Action Required	Who	Due
5.1 POWH/SSEH update by hospital Executive	<p>Prince of Wales Hospital:</p> <ul style="list-style-type: none"> HW – Tobi presented organisation wide survey results and advised we obtained full accreditation. Currently working on recommendations <ul style="list-style-type: none"> - Advance Care planning - Pressure Injury Auditing - Promoting and roll out of REACH - No recommendations for Standard 2 however changes to be made to the Standard next year. All Standards will have consumer involvement. Patient Opinion Survey now rolled out at POWH, no feedback received as yet - Arts Cultures Workshop developed for the new development to reflect the area and history. - 2 bedroom Prototype now developed open to all including a disabled toilet. - Christmas Modifications close to finalising due to busy time <p>Sydney/Sydney Eye Hospital:</p> <ul style="list-style-type: none"> No updates available 			

5.2	Community Advisory Committee members questions	<ul style="list-style-type: none"> • AE requested clarification around what the 'busy period' is for the Christmas modification. HW advised surgery does continue however elective surgery is modified. Bed base is also reduced. Busy period for ED. 2S toilets • JT queried regarding an update for automated messaging advising patients of appointments. • EVA questioned the number of committee members attending other committees. HW advised all committee members have the opportunity to apply to various committees. JT would like to be reinstated to attend the Patient Flow Access and Redesign. • SS Copy requested a copy of the final Charter to be sent out. • AE queried about a report on the ABC regarding faulty devices ie hips. Products have been deemed not safe overseas. HW advised POWH receives recalls however CPIU manages any safety recalls and is unaware about these products being utilised at POWH. • HM would like a follow up on High St lifts. SB advised she attend a WHS meeting where the lift was discussed. The lift has to be made which will take approximately 6-9months as the current lifts cannot be repaired. 	<p>Feedback for next meeting</p> <p>SB</p> <p>SB to follow up JT attendance to Patient Flow Comm.</p>	<p>March meeting</p> <p>March meeting</p>
5.3	Updates from Committee Membership	<ul style="list-style-type: none"> • BS Mental Health Coordinating Commission released a Lift experience Frame document, good source of information. • AV Final detailed design report finalised and presented. Very well presented and received. • Infection Control: infection reduced from previous reports. • Wayfinding walk around survey conducted, program requires updating with new locations. • GC advises the Food and Nutrition Meeting has been cancelled again. HW advised will follow up with Margaret Halliday. • HM Medication Safety Committee advises quite a number of incidents related to correct dosage of immediate release and long term release medication is issued to patients. Accreditation went well, few minor things eg: old system being used in Standard 4. <p>Trialling a tool to alert back to base monitoring for pharmaceutical refrigeration, being trialled at Sutherland and POWH.</p> <p>JMO training in process to eliminate.</p> <p>Issues regarding dispensing of OxyContin 5mg which is no longer supported. Investigations being made how this was released in system.</p> <p>DCCC: My Health Record rolled out, at the time of the meeting a few issues awaiting clearance from the Government.</p>		

		<ul style="list-style-type: none"> • AE Infection Prevention Control SSEH introduced new Immunisation Data base. • 			
5.4	Consumer Engagement for Redevelopment working party	<ul style="list-style-type: none"> • Last property sold to the redevelopment. • BS requested updates quarterly updates for RCR. GC will request Bob to present including 			

6. General Business

Issue	Discussion	Action Required	Who	Due
6.1	Action Planning 2019	Discuss at next meeting		

7. New Business without notice

Issue	Discussion	Action Required	Who	Due
7.1	NIL			

The next meeting will be held on Wednesday 27 February 2019 at POWH

There being no further business the meeting closed at 5.00pm

Accepted as a true record: GEORGE CONSTANTIN Chair:  Date: 22/05/19

Signature Chair