



Meeting: POWH/SSEH Community Advisory Committee
Date: Thursday 26 February 2021
Venue: Worrall Lecture Theatre, SSEH

A/Chair: Mr Harris Mihailidis
Minutes: Kaye Wong – EA to SSEH DON

Presentations:

Consumer Engagement – 3 year quality plan development POWH/SSEH (collaboration Consumer reps and Facilities)-Chris Conn.

3 key activities that the Consumer reps had discussed and identified are:

- Way Finding App.
- The Services Directory (electronic and hardcopy).
- Disability Action Plan to be progressed and implemented.

Care Opinion Story:

- A compliment story around coordination.

1. Welcome Acknowledgement of Country

2. Attendance/Apologies

NAME	AREA	status	NAME	AREA	status
Jennie Barry	GM	Dial in	Cliff Wherry	Consumer	Present
Karen Tuqiri	DON POWH	Apology	Gary Gridneff	Consumer	Apology
Belinda Rabet	NM POWH	Present	Sue Suchy	Consumer	Dial in
Alan Porritt	DON SSEH	Present	Jacqueline Stephenson	POWH Diversity Health	Skype in
Harris Mihailidis	Acting Chair	Present	Yael Rottanburg	SSEH Diversity Health	Present
Ajay Varshney	Consumer	Present	Ildiko Green	EA to POWH DON	Present
Alex Brown	Consumer	Apology	Chris Conn	Manager Clinical Practice Improvement Unit (CPIU) POWH	Present
Cheryl Purchase	Consumer	Dial in	Candi Madziar	Manager Clinical Practice Improvement Unit (CPIU) SSEH	Present

3. Minutes

3.1	Confirmation of previous minutes	The minutes from the November 2020 meeting were confirmed by SS. IG to double-check AB attendance
3.2	Conflict of Interest	N/A

4. Actions/ Plans arising from previous minutes

Issue	Discussion	Action Required	Who	Due
4.1	<p>Terms of reference – ratification</p> <p>BR advised that there were changes in ToR that everyone had put through which had been sent out prior to this meeting. The changes were:</p> <ul style="list-style-type: none"> • Added in the process of election of Chair. • Changed the two year appointments, with the option to seek reappointment for two further years rather than 1 year. • Members will have a 1 year grace period (after a term finishes) before being able to re-apply. <p>Changes were accepted. ToR has been ratified. Election of Chair to be done at the close of the meeting as requested by HM</p>			

5. Standing Items

Issue	Discussion	Action Required	Who	Due
5.1	<p>POWH/SSEH update by hospital Executive – GM</p> <p>Prince of Wales Hospital: GM gave an update: Redevelopment is on track Both sites have been busy with elective surgery catch up. AP's last working day today – thank you for his contribution and leadership.</p> <p>SSEH: AP gave an update: SSEH just finished off the accreditation preparedness assessment yesterday. Accreditation is due in November 2021. Leading to that, there are a lot more safety & quality activities.</p>	Send out Standard 2 weblink	BR	Prior to next mtg

		<p>SSEH has dedicated a huge amount of extra non-elective surgery catch up between July – December. Do additional work between now to 30 June. Aim for 11 month cataract surgery wait, now 12 months wait.</p> <p>BR commented that Standard 2 update will be presented in April.</p>			
5.2	Patient Experience Matters	<p>Refer to presentation.</p> <p>POWH received Dec 2020 – Jan 2021 feedback from Care Opinion. AP advised that SSEH Care Opinion feedback in ED was quite successful at the beginning we received about 150 per month but the numbers had been declining recently and we did a Christmas promotion so the numbers are up again.</p>	Noting only		
5.3	Diversity Health	<p>Refer to presentation by JS.</p> <p>YR advised that SSEH has rolled out the Patient Booklet.</p> <p>Diversity Health has a “ask questions” project and trained the frontline staff to ask patients on their admission if they are Aboriginal or Aboriginal Torres Strait Islander.</p>	Noting only		
5.4	Questions from CAC members	<p>CW queried about interpreter for psychiatric patient with self-threatening behaviour. JS advised that if a professional interpreter can't be accessed in time, it is allowed to use staff or family who can speak the language to interpret.</p> <p>AV queried about an update on backfilling consumer members on committees who have left.</p> <p>BR advised that people who have expressed an interest in joining the committees have been contacted.</p> <p>Consumer Representative tabled at each meeting moving forward and needs to be updated – remove SESLHD Community and Consumer Committee meeting as the Committee is no longer exist.</p> <p>End of Life Committee – BR spoke to the Committee and was advised that no Consumer representative was required at this time.</p> <p>Waiting for new Consumers to come on board to join the 4 committees which meetings currently have no consumer reps.</p>			
5.5	POWH/SSEH update by Committee Members	Please see attached meeting feedback forms	Noting only		

6. New Business

	Issue	Discussion	Action Required	Who	Due
6.1	Update on recruitment	BR advised that 4 applications were received. 1 was withdrawn. 3 applicants were interviewed – waiting for clearance. No consumer was invited to join the interview panel due to Covid-19 restriction for face-to-face meeting. HM expressed that he was unhappy with this. Hoping the new Consumers can attend the orientation before the 25 th March meeting so their first meeting will be 25 th March.	Noting only		

7. New Business without notice

	Issue	Discussion	Action Required	Who	Due
7.1	Nil				

Election of chair	The election of the chair was done outside of the meeting. Harris Mihailidis was elected as chair. Deputy chair elections will be held at the end of the March meeting – nominations will be called for via email prior to this meeting
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There being no further business the meeting closed at 5.00 pm

Accepted as a true record: _____ **Chair:** _____ **Date:** _____

Signature Chair