

# MINUTES

For the meeting of the TSH Consumer Advisory Group  
FEB 7, 2018. 3pm, Level 4

ITEM	DESCRIPTION	CARRIAGE
1	<b>Attendance:</b>  <b>Staff</b> Dent, Colin                      Comm Eng Manager Jonavovic, Valerie (VJ)        TSH General Manager Heiler, Jan (JH)                    TSH Director of Nursing <b>Consumer Reps</b> Lewis, Peter (PL)                Consumer Representative (Chair) Ricker, Malcolm(MR)            Consumer Representative Smith, Shirley                      Consumer Representative Wood, Debbie (DW)              Consumer Representative Hankins, Jim                        Consumer Representative Hughes, Virginia                 Consumer Representative Church, Jenny                      Deputy Chairperson <b>Apologies:</b> Karen Crawley ( KC)            Consumer Representative Tuffano, Max (MT)                Corp Services Manager Wulf, Marion (MW)                Consumer Representative Coombes, Luke                    Director Finance <b>Guests:</b> Bennett, Sharon                 Candidate CAG Marchisone, Nicole               Disability Strategy Mgr SESLHD Compton, Jacquelyn              NDIS Project Officer SESLHD	
	<b>Welcome guests</b> GM Valerie Jovanovic introduction	Peter Lewis
2	<b>Approval of minutes - AGREED</b> (some changes to attendance noted ie: J Church, J Hankins not recorded Dec 17- J Church to be recorded to amend Nov 17 mins)  No Primary Diagnosis Report gave intro	Peter Lewis
3	<b>Items Arising – See Action list</b>	Peter Lewis
4	<b>Declaration of conflict of interest- None</b>	All
	Minutes dated November 2017 confirmed as a true and accurate record	Jan Heiler
5	<b>General Business</b>	

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	<b>5.1 Report from the chair</b> Positions declared open and PL nominated by JC. It was agreed that J Church continue as deputy chair. Agreed that succession for chair be considered this year.	Peter Lewis
6	<b>Presentation: NDIS buy Jacquelyn and Nicole</b>	
7	<b>Standing Item</b> DCCC meeting coming up soon	
	7.1 TSH Food and Nutrition –no meeting last year. Next meeting in 2 wks time	Jenny Church
	7.2 Emergency Dept. – cancelled for Feb rescheduled to next week	Malcom Ricker/PL
	7.4 Falls Prevention Committee- Not present	Shirley Smith
	7.5 Clinical Council – nothing to report. Had a conversation with the Admissions manager (?)-%of patients that come in privately insured and use their private insurance. Prompting discussion on use of private vs public patient.	Jenny Church
	7.6 <b>Persons Centre Care</b> – pro forma document for wards to report to the PEEP Committee and put in for newsletter. Moving of wards information. 1 hourly rounding- instead of buzzers with calls. Stats on falls etc.	Debbie Wood
	7.7 <b>Volunteer Report</b> –Colin discussed businesses for volunteers. Atrium changes. New candidates. Craft markets.	Colin Dent
	7.8 <b>General Manager Report</b> -	VJ
	7.9 Nursing and Midwifery Update	Jan Heiler
	New ED opened. Waradah – respiratory ward. Closed Coowinda and refurbished closed Jara and refurbished. Ed functions well. EDSSU yet to be commissioned. 8 additional beds – staff needed and will open in the next few weeks. Uni grads will come on board over the next months. 20 or so in first group. Now have the ability to flex beds up and down if the hospital gets full.	
7.10	Overview of patient feedback	
7.11	8.12 Corporate Services Report- Apology	Max Tuffano
8	<b>Reports for Noting</b>	
	9.1 Diversity Health Committee – next meeting soon	Jim Hankins
	8.2 Diversity - Paper	Yu Dai

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	8.3 DCCC report	Peter Lewis
11	<b>Governance items</b>	
12	<b>New Business</b>	None
13	<b>Business without notice-</b>	None
14	<b>Confidential items</b>	None
15	<b>Meeting Closed</b>	
	15.1 Date of next meeting Date: 7/03/2018 Time: 3pm Venue: Exec. Meeting Room	
	15.2 Review of new patient information material	Consumers
	15.3 Review final copies of patient information material	Consumers

<p>CERTIFIED AS A CORRECT RECORD</p> <p><u>Peter Lewis</u></p> <p>Name</p> <p><u>[Signature]</u></p> <p>Signature</p> <p><u>7-3-18</u></p> <p>Date</p>	
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**TSH Consumer Advisory Group**

Minutes Ref /Date	Agenda Item	Action	Responsibility	Progress
6/12/17	9.1	Diversity Health seminar report to come in from Jim H or Peter Lewis	JH / PL	
7/02/18		Update of training document	CD	Inquiring with the Community Participation Directorate
7/02/18		Updating the training for new members	PL	
7/02/18	7.5	Idris invite to address on public vs private patient	CD	CD will ask
7/02/18	7.8	Put GM at the top of agenda each meeting		
7/02/18		Return brochure responses on SOS	CD	CD
		Diversity reports missing – have been promised by YU	CD	
		Add DCCC to standing reports 7	CD	Virginia as principal