

**Meeting:** Northern Network Consumer Advisory Committee

**Date:** Monday 13<sup>th</sup> February 2012

**Chair:** A. Bernard (DO)

**Minute taker:** B. Rabet (A/NM EDU)

**1. Present:** A. Bernard (DO), P. South (Consumer), H. Walker (DON, POWH), S. Nicholson (Consumer), J. Titterton (Consumer), C. Smith (SSEH Rep, R. Casamento (Consumer), N. Turner (Consumer), A. Eleftheriou (Consumer), B. Rabet (A/NM to DON), S. Magee (Consumer), Steven Prassas (Consumer), G. Rammathagulu (Consumer), G. Constantin (Consumer)

**Apologies:** Ellen Moore (SSEH DON)

**2. Confirmation of previous minutes:** NA

### 3. Guest speakers

Issue	Discussion	Action Required	Who	Due
3.1 Tour of Hyperbaric Unit	Tour of new Hyperbaric Unit at Prince of Wales Hospital.	NIL – CLOSE ITEM		
3.1 VTE prophylaxis	Presentation of VTE pilot program and brochure. Aiming to reduce risk of VTE in patients both in hospital and after discharge. Focus in 2012 to increase patients receiving preventative measures for VTE incidence. Aiming to engage consumers in process. Video developed to use in education for staff and consumers. Suggestions from consumers for posters and electronic links to be developed.	Feedback from working party on progress of pilot later in 2012	Acting NM to DON	To be arranged 2012

### 4. Matters arising from previous minutes

Issue	Discussion	Action Required	Who	Due
4.1 Feedback for final version of SSEH insurance status brochure	Feedback requested on final version of brochure by consumers. Feedback received via email and forwarded to DON SSEH.	Consumers to send any more feedback to acting NM to DON to forward to DON SSEH – <b>close item</b>	Acting NM to DON	
4.2 Hospital meals – feedback from SSEH DON on discussion with catering manager	SSEH DON not present at meeting.	Hold over to next meeting	SSEH DON	March meeting

### 5. Agenda

Issue	Discussion	Action Required	Who	Due
5.1 POWH/SYD/SHE update by Hospital Executive	Update on building projects underway on Randwick Hospital Campus:	Note		Agenda item

		<p>Mental Health ICU – 12 bedded unit– for short term acutely mentally ill patients. Other Mental Health facilities to be consolidated in area over next few years.</p> <p>Child and Adolescent Mental Health Facility – purpose built 12 bedded unit. Hospital Road closures will interrupt traffic over this period.</p> <p>Cancer Centre - \$47,000,000 – Project Development team at POWH planning phase for a year. Stage 1 – Radiotherapy bunkers to be built – tunnel to be constructed to transport patients from POWH to Cancer Centre whilst work progresses. Stage 2 building works – for completion in 2016 – Cancer services demand increasing.</p> <p>PET scanner building work in progress for completion end of 2012.</p> <p>Hospital Funding – DO raised awareness for consumers on how hospital is funded by State Govt.</p>			
5.2	Clinical Council Feedback	nil			
5.3	Community Partnerships Update/Local Group Liaison	<p>Comment on good numbers for Community Advisory Group.</p> <p>Conference attended by Consumer Representative – brochures given to Community Partnerships Officer for review</p> <p>Pain brochure feedback received from consumers with thanks</p>	Note		Agenda item
5.4	Consumer Feedback: Emails/phone line	<p>Consumer phone line not working to best capacity – suggestion by DO to get monthly reports of complaints from CPIU to table at meetings.</p>	To source reports and table at next meeting	Acting NM to DON	March meeting
5.5	Reports from Committees represented by Consumers	<p>Reminder for consumers to contact acting NM to DON with Committees they would like to represent.</p> <p>Consumers also asked to express interest in</p>	Consumers to contact acting NM to DON with requests.	Acting NM to DON	March meeting

	areas they would like to be involved in further that may have committees/working parties.		
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### 6. New Business

Issue	Discussion	Action Required	Who	Due
6.1 Mild traumatic Brain Injury pamphlet review	Brochure circulated – await comments from consumers via email/mail/fax to forward to Kelly Drowley, Occupational Therapist, Neurology Dept, POWH	Consumers to send comments to acting NM to DON - CLOSE ITEM	A/NM to DON	Prior to March meeting
6.2 Post traumatic Amnesia pamphlet Review	Brochure circulated – await comments from consumers via email/mail/fax to forward to Kelly Drowley, Occupational Therapist, Neurology Dept, POWH	Consumers to send comments to acting NM to DON - CLOSE ITEM	A/NM to DON	Prior to March meeting
6.3 Communication on Dementia pamphlet review	Brochure circulated – await comments from consumers via email/mail/fax to forward to Selene Lewis Brady – Speech Pathology Department, POWH	Consumers to send comments to acting NM to DON - CLOSE ITEM	A/NM to DON	Prior to March meeting
6.4 Going home with continuous Intravenous Medication pamphlet review	Brochure not circulated – awaiting review by relevant parties to develop POWH/SSEH brochure	Await brochure for review	A/NM to DON	March meeting
6.5 Instructions for Patients before Eye Operations pamphlet review	Brochure circulated – await comments from consumers via email/mail/fax to forward to Carolyn Smith SSEH	Consumers to send comments to acting NM to DON – CLOSE ITEM	A/NM to DON	Prior to March meeting

### 7. Open discussion

Issue	Discussion	Action Required	Who	Due
7.1 Regarding brochure/pamphlet review	Brochures/pamphlets to be circulated at each meeting for consumers to review outside of the meeting. Feedback to be sent to acting NM to DON to collate and send to relevant parties.	Consumers to send comments to acting NM to DON - CLOSE ITEM	A/NM to DON	Prior to each meeting
7.2 Consumer's areas of interest for agenda	Consumers invited to suggest areas of interest for discussion for agenda Suggestion from members regarding visit/presentation by Emergency Department regarding wait times.	Consumers to send comments to acting NM to DON Visit to Emergency Dept and presentation to be arranged	A/NM to DON	Ongoing March meeting
7.3 Funding and budget	DO discussion around funding and budget for POWH. Description of Episode Based Funding given to consumers. Consumers invited to attend Finance and Budget Committee	Consumers to contact acting NM to DON for further information – CLOSE ITEM	A/NM to DON	Ongoing

Next Meeting: Monday 12<sup>th</sup> March, 4pm-6pm, EDU A, Prince of Wales Hospital

Meeting closed at 1805

Accepted as a true record: \_\_\_\_\_ Chair: NVA TOWER Date: 12/3/2012.



Signature Chair