



Health
South Eastern Sydney
Local Health District

TRIM: T12/11054

Meeting: POWH/SSEH Community Advisory Committee
Date: Monday 12th November 2012

Chair: N.Turner (Consumer)
Minutes: M.Gregor(Secretary to DON)

1. Present: N. Turner (Consumer), A. Eleftheriou (Consumer), A. Bernard (DO), S. Nicholson (Consumer), J. Titterton (Consumer), H.Walker (DON), B. Rabet (A/NM to DON), T. Kant (Consumer), G. Constantin (Consumer), S.Magee (Consumer), J.McCulloch (Acting SSEH DON), Patricia South (Consumer)

Apologies: E.Moore (SSEH DON), D. Kennedy (Community Partnerships Officer),S.Prassas (Consumer)

2. Minutes and Guest Speakers

2.1 Confirmation of previous minutes: Prior to the minutes being confirmed S.Nicholson noted error in point 4.3 Community Partnerships Update. D.Kennedy advised there will be an information session (not information evening) on 14th November "Taking the Stress out of Ageing". Also both J.Titterton & P.South noted that they did not receive the Minutes of the previous meeting and also the Agenda for this meeting. B.Rabet advised that M.Gregor did send out the minutes and agenda by the Hospital mail system. M.Gregor will post the mail by Australia Post stamps. This being noted by B.Rabet, the minutes were confirmed by N.Turner. Also it was noted that R.Cassamento resigned from the Consumer Advisory Committee due to work commitments. Everyone acknowledged and thanked R.Cassamento's contributions.

2.2 Dementia/Delirium presentation – presentation by Gemma Evans. Brochure was handed out to the Consumers.

3. Actions/ Plans arising from previous minutes

Issue	Discussion	Action Required	Who	Due
3.1 Terms of reference discussion – Draft document from D.Kennedy	As D.Kennedy was absent from meeting no discussion.	D.Kennedy to update for POWH	All members	10 Dec

4. Standing Items

Issue	Discussion	Action Required	Who	Due
4.1 POWH/ SSEH update by hospital executive	<ul style="list-style-type: none"> Signage of POWH has been updated at High Street entrance. Upgrade completed at POWH High Street foyer with wind break entrance 	For noting only	DO	

		<ul style="list-style-type: none"> • saving money on air conditioning. • The Nelune Comprehensive Cancer Centre is under way - located on corner of High Street & Avoca Street. • There have been issues raised around dust and noise. • There is now adequate signage to advise people how to get in and out of the POWH. • Signage to reflect changes to pedestrian and vehicle access have been posted around POWH and staff at the Enquiries desks at the High Street and Barker Street entrances will be able to provide assistance with way-finding. • It was also noted that A. Bernard will be meeting with the Contractor to look at the branding of the sign to advise people of the Cancer Centre. • Mental Health Intensive Care unit located on Avoca Street. The bright white walls may attract graffiti. Consider an allocated graffiti place in an appropriate public place. • Issues with Car Parking. There is a 5 year waiting list for staff to park in the car park. POWH are 500 car spaces short. • Currently in the process of investigating how to provide additional car park spaces. By December 2014 there should be new car spaces on site. • J. Titterton noted that it is incredibly expensive to part in the Metro Car Park at the POWH Hospital. • A. Bernard noted that there are special parking passes for cancer patients who can obtain these passes through their Social Work department. 			
4.2	Clinical Council Feedback	<ul style="list-style-type: none"> • A. Bernard noted the main issues were with the budget. • The Emergency Department is doing well. H. Walker noted that the results 	For noting only	DO/DCN	

		from the 'fourth door' nurse led review clinic were positive.			
4.3	Community Partnerships Update	D.Kennedy was absent from the meeting therefore no feedback.	For noting only	Community Partnerships Officer	
4.4	Complaints - monthly review	Reports to be sent out to committee members for review	For noting only	DO/DON/Chair	
4.5	Minutes from Committees	<ul style="list-style-type: none"> N.Turner noted that at the Medical meeting with Dr Bruce Way they discussed Patient medication. The patient should have a medication card or chart when presenting to ED. H.Walker noted that the community have more awareness if presenting to ED they bring their Webster Pharmacy pack. J.Titterton attended the Nutrition Committee and passed around a poster developed to introduce the red/blue tray slip system to identify patients requiring assistance. 	For noting only	Committee members	

5. New Business

Issue	Discussion	Action Required	Who	Due
5.1	Update on standard 2	B.Rabet will be presenting Re: Gap Analysis in the new year 2013.	A/NM to DON	February 2013
5.2	Update on information sent to private patients	<p>B.Rabet received the brochures sent out to patients from D.Kennedy and contacted relevant parties to review and ensure updated brochures in use.</p> <p>N.Turner asked A.Bernard about tourists presenting to Emergency department.</p> <p>A.Bernard noted that there are challenges to the facility with overseas patients' and their Travel Insurance which does not cover pre-existing conditions. Additionally not all travellers have travel insurance and do not have the means to pay for an acute emergency admission. The hospital does at time have to 'write off' the expense.</p>	A/NM to DON	
5.3	Christmas meeting and events	The meeting on 10 th December will be held - with a festive theme. There will be no meeting in January 2013.	A/NM to DON	

		The first meeting for the New Year will be held on Monday 11 February 2013.			
5.4	Update on initiatives from Medication Safety Sub-Committee	N. Turner presented an update from the Medication Safety Sub-Committee.	CLOSE ITEM	Chair	

6. Date of Next meeting: Monday 10th December 2012 4pm – 6pm

Note: Change of Venue: Cardiac Conference Room Level 3

There being no further business the meeting closed at 1750 hours

Accepted as a true record:  **Chair:** NAVA TURNER **Date:** 14 Dec. 2012.

Signature Chair