



Health
South Eastern Sydney
Local Health District

TRIM: T13/5467

Meeting: POWH/SSEH Community Advisory Committee
Date: Monday 10th December 2012

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

1. Present: E.Moore (SSEH DON), N. Turner (Consumer), A. Eleftheriou (Consumer), A. Bernard (DO), S. Nicholson (Consumer), J. Titterton (Consumer), B. Rabet (A/NM to DON), T. Kant (Consumer), G. Constantin (Consumer), S.Magee (Consumer), J.Wilson (Acting DON), P. South (Consumer), D.Kennedy (Community Partnerships officer)

Apologies: H.Walker (DON), S.Prassas (Consumer).

2. Minutes and Guest Speakers

2.1 Confirmation of previous minutes: The previous minutes were confirmed by N.Turner

3. Actions/ Plans arising from previous minutes

Issue	Discussion	Action Required	Who	Due
3.1 Terms of reference discussion – Investigating need for document	DK discussed whether there is a need for TOR – SESLHD charter should be sufficient – for investigation.	DK to confirm	DK	Next meeting February 2013

4. Standing Items

Issue	Discussion	Action Required	Who	Due
4.1 POWH/ SSEH update by hospital executive	Update by AB. <ul style="list-style-type: none"> Nuclear Medicine department PET scanner – official opening in February 2013. Referrals will be made from the Cancer Specialist. This will be open to public and private patients. Cost \$7 million (\$6 million Ministry of Health) \$1 million (Trust Fund by Nuclear Medicine Specialists). The Mental Health Intensive Care Unit (MICU) is due for completion by builders December 2012. This will be the 6th MHICU in NSW. 	For noting only		

	<p>(Referrals will be accepted from inpatient units of high complexity MH patients by end of February 2013).</p> <ul style="list-style-type: none"> • Building progressing on the new Child/Adolescent unit building next to Sydney Children's Hospital – no final date as yet as builders to complete in March 2013. • Building progressing on the new Cancer Centre – Radiotherapy Bunkers digging 8 metres below street level. The digging should cease around February 2013. • JT noted that there needs to be a crossing for wheelchair access as the footpath is not level around the entrance to the High Street side of the Hospital. AB will investigate. • SN asked AB about the arrangement for POWH Patients with Camelot Nursing Home. AB noted that Camelot Nursing Home withdrew from the agreement. • AB advised that Sir Joseph Banks Nursing Home is considering an agreement with POWH, this be in place of the Camelot Nursing Home.. Social workers and Patient Flow staff have visited the Sir Joseph Banks Nursing Home to assess suitability. • PS asked AB about the length of stay at Sir Joseph Banks. AB advised that a stable patient who has for example a broken leg can be transferred to Sir Joseph Banks whilst waiting for an ACAT assessment.. Instead of the patient being in hospital, the patient will be more comfortable at Sir Joseph Banks. There are opportunities for more Nursing Homes to accept referrals from public hospitals. • DK asked about the SSEH parking trial. EM advised that it is working well. Advertised on wards through managers – will be extended in 2013. There was a lengthy discussion if this could be trialled at POWH. Parking discount passes available for patients already in place. This is an initiative of the Metro Car Park. 	<p>Pedestrian crossing around the new Cancer Centre on Avoca Street and High Street</p>	<p>AB will review</p>	<p>February 2013</p>
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		<ul style="list-style-type: none"> POWH Emergency Department has been very busy. 8% more patients seen than this time last year. JW noted that the new review clinic in ED has been very effective. A low category patient is seen within approximately 20 mins and a discharge home plan is organised within approximately 90 mins. AB advised the committee he will be retiring in April 2013. Recruitment under way for AB replacement. There are hopes for a 6 week handover. Nothing to report 			
4.2	Clinical Council Feedback				
4.3	Community Partnerships Update	<p>DK advised the Taking Stress out of Ageing conference had very positive feedback. TK said that it was very well presented.</p> <p>AE and SN attended the LHD Symposium on New Standards – Standard 2. Prof Cliff Hughes discussed the Patient Based Challenge.</p> <p>DK sent out EOJ for representation on the Chronic Care Steering Committee. This can be attended by teleconference. Interested parties should contact Linda Soars. JT expressed her interest.</p>	For noting only	Community Partnerships Officer	
4.4	Complaints – monthly review	<p>Sylvia Hobbs is the new complaints officer and commenced on 12th November 2012. Standard reports will be sent out – there are hopes that new reports will be developed.</p> <p>BR has been sending out minutes from other meetings.</p> <p>NT attended the Medication Safety Sub Committee meeting. NT looked at format for recording medications to take to next committee meeting.</p> <p>NT discussed with members how to promote Patient Medication Notification awareness.</p> <ul style="list-style-type: none"> Suggestions that the GP should encourage patients to keep a medication list. PS recommended to ask GP and local Pharmacist of patient to encourage use of a medication list. 			
4.5	Minutes from Committees		NT to take this item to the next Medication Safety Committee and discuss this.	NT	Next meeting

		<ul style="list-style-type: none"> • NT attended the Sexual Health Unit at SSEH. They have a "Little Black Book" for Adolescents which contains contact numbers and easy to keep in wallet. • JW advised that the Renal patients have a booklet that is very useful. The Chronic Care Committee commenced this to help support patients with the medication management. <p>SN attended the Network to Network Conference in November 2012. Social media networking was discussed at the conference. The committee discussed how negative comments could go viral. It is not supported at present although the value of the discussion was appreciated.</p> <p>SN also attended the Clinical Handover Working group meeting. The action plan will be reviewed in February 2013.</p>		

5. New Business

Issue	Discussion	Action Required	Who	Due
5.1 Meeting Dates for 2013	SN and JT asked if there could be a Community Advisory Committee meeting at SSEH next year. EM will check if Boardroom available in November next year.	EM to check if SSEH Boardroom available in November 2013	EM	Next Meeting
5.2 Wheelchair access issue	JT advised that the old POWH Lift from the High Street entrance up to the Eye Clinic does not have proper access for Wheelchair patients. Participants provided information about their involvement as consumers and participated in hands on exercises relating to Efficiency vs	Complaints officer Sylvia Hobbs to action	SH	Next meeting
5.3 NT Feedback Re: CEC Training for DK		For noting only		

		<p>Quality. DK asked NT about the Clinical Excellence Committee Consumer training day. NT advised it went very well.</p>			
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There being no further business the Consumer Advisory Committee members wished everyone a Safe and Happy Christmas and the meeting closed at 1800 hours.

6. Date of Next meeting: Monday 11th February 2013 4pm – 6pm POWH EDU A



Accepted as a true record: _____ **Chair:** NAVA TURNER **Date:** 11 / Feb 2013

Signature Chair



AGENDA

The Prince of Wales/Sydney/Sydney Eye Hospitals Community Advisory Committee

Monday February 11th 2013 at 4.00 p.m. EDU A POWH

ITEM NO.	DESCRIPTION	ACTION REQUIRED	PAGE NO.
1	Attendance/Apologies Apologies:		
2	Minutes and Guest Speakers		
	2.1 Confirmation of minutes	<i>Chair</i>	
	2.2 Charter and nominations for chair		
3	Actions/ Plans Arising from Previous Minutes		
	3.1 Terms of reference discussion – Investigating need for document	<i>Community Partnerships Officer</i>	
4	Standing Items		
	4.1 POWH/SSEH update by hospital Executive	<i>DO/DONs</i>	
	4.2 Clinical Council Feedback	<i>DO/DONs</i>	
	4.3 Community Partnerships update	<i>Community Partnerships Officer</i>	
	4.4 Complaints – monthly review	<i>DO/DONs/chair</i>	
	4.5 Minutes from Committees	<i>Committee members</i>	
5	New Business		
	5.1 Update on Standard 2	<i>NM Nursing Clinical Services</i>	
	5.2 Privacy brochure for patients	<i>NM Nursing Clinical Services</i>	
	5.3 ✓ Wheelchair accessibility in POW lifts	<i>NM Nursing Clinical Services</i>	
6	Date of Next Meeting		
	March 11 th 2013 – EDU A		

Prince of Wales and Sydney/Sydney Eye Hospitals

Consumer Advisory Committee Meeting Monday 11-2-13

ATTENDANCE and APOLOGIES		
	Name	
Present	Nava Turner	Chair and Community representative
Present	Andrew Bernard	Director of Operations, Prince of Wales and Sydney/Sydney Eye Hospitals and Health Services
Present	Heather Walker	Director of Nursing and Clinical Services POWH
Present	Ellen Moore	Director of Nursing and Clinical Services SSEH
Present	Belinda Rabet	NM of Nursing and Clinical Services POWH
Present	Deidre Kennedy	Community Partnerships Officer, Northern Sector
Present	Susan Nicholson	Community representative
Apologies	George Constantin	Community representative
Present	Patricia South	Community representative
Present	Tanya Kant	Community representative
Present	Sharnelle Magee	Community representative
Absent	Steven Prassas	Community representative
Present	Andros Eleftheriou	Community representative
Present	JanTitterton	Community representative
Present	Robert Farnsworth	Director of Surgery POWH
Present	Michelle Gregor	Administration assistant to Director of Nursing & Clinical Services POWH