



**Health**  
South Eastern Sydney  
Local Health District

TRIM: T13/

**Meeting:** POWH/SSEH Community Advisory Committee  
**Date:** Monday 9<sup>th</sup> December 2013

**Chair:** Mr G Constantin (acting chair)  
**Minutes:** Ms B Rabet (NM to DON)

**1. Attendance/Apologies**

Attendance	S.Nicholson (Consumer), J.Wilson(POWH A/DON), A.Eleftheriou (Consumer), J.West (Consumer), C .Smith (SSEH), G.Constantin(Consumer), D.Kennedy (Community Partnerships Officer), J.Roberts (DO), B.Rabet (NM to DON), M.Wartmann, J.Titterton (Consumer), P.South (Consumer), M.Carvalho-Mora (Consumer)
Apologies	N.Turner (Chair & Consumer) S.Magee(Consumer), H.Walker(POWH DON)

**2. Minutes**

2.1	Confirmation of minutes	The minutes from the November meeting were not confirmed – held over till February meeting
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**Professor Draper – Presentation on Mental Health older person’s consumer consultative committee**

**3. Actions/ Plans arising from previous minutes**

Issue		Discussion	Action Required	Who	Due
3.1	E-Mail Options	<ul style="list-style-type: none"> <li>Consumer members indicated that they would prefer to have individual addresses</li> </ul>	B Rabet to discuss with IT to set up email addresses	NM to DON	February meeting
3.2	Complaint – SSEH Registrar – feedback on outcome	<ul style="list-style-type: none"> <li>Discussion held around complaint made about a Registrar at SSEH discussed at previous meeting Questions around whether he had been counselled</li> </ul>	C Smith will send a response to be circulated prior to the next meeting	C Smith	CLOSE ITEM

**4. Standing Items**

Issue	Discussion	Action Required	Who	Due
<p>4.1 POWH/SSEH Update by Hospital Executive</p>	<p>J Roberts provided the POWH Update:</p> <ul style="list-style-type: none"> <li>• Discussion around an article in the SMH newspaper which described the standardized mortality rates which are designed for consumers to have increased transparency into the health system – this also highlights the need for health literacy.</li> <li>• Prince of Wales Hospital fared very well in stroke/cardiac areas in particular where the lowest mortality rates in the state were achieved.</li> <li>• Hand hygiene rates –continued improvement POWH have wards with consistent 80-90% rates.</li> <li>• Continued focus on medical compliance rates</li> <li>• Discussion held around the planned closure of the enquiries desk at the High Street entrance.</li> <li>• D.Kennedy commented that Barker St gets a high number of enquiries for the Private.</li> <li>• S.Nicholson commented that ED had held discussion around a recommendation for CNC to monitor NEST/NEAT in ED. J.Roberts clarified that this was a nurse navigator position which was under discussion and that a site visit planned to look at role at Liverpool Hospital.</li> <li>• Discussion held around the working groups involved in the whole of hospital program. Improvements in access noted – the project team are working with staff to further improve management of discharges.</li> <li>• Restructures now almost all finalised. Awaiting feedback from union around Barker Street front desk planned closure. Voluntary redundancies are being taken. 2-4 staff seeking redeployment within health service.</li> <li>• G.Constantin asked about redeployed staff – would they be given priority to apply for positions – J Roberts confirmed that they would be given the opportunity to apply and would be given priority.</li> <li>• NEST performance continues to improve and targets should be achieved consistently in 2014. In November less than 20 patients did not receive surgery on time.</li> </ul> <p>J.Roberts thanked everyone for their assistance in 2013</p>	<p>Noting only</p>		

		<p>SSEH update provided by C.Smith:</p> <ul style="list-style-type: none"> <li>• Ministry of health 27/11/13 visited SSEH looking at surgery processes – SSEH awaiting report and recommendations.</li> <li>• Bicentennial eye clinic opening planned for January.</li> <li>• Brochure tabled to be sent out electronically</li> <li>• 17/12/13 Christmas breakfast 7-8:30am SSEH – all welcome</li> </ul> <p>J.Roberts commented that SSEH cleaning standards were noted to be very high. Some wards attained 100%. Surveyors commented on high standards.</p> <p>In addition the SSEH Infection control CNC has been seconded to assist with Local Health District Infection control standards.</p>			
4.2	Clinical Council Feedback	<p>J Roberts provided an update:</p> <ul style="list-style-type: none"> <li>• Clinical Council focussed on financial recovery plan</li> <li>• A NN Planning forum held late November. Looking at Local Health District plan to see what to take to incorporate in POWH/SSEH strategic plan.</li> <li>• Clarification made that research is a core business at POWH/SSEH and will continue to be a major focus.</li> </ul>	Noting only		
4.3	Community Partnerships Update	<p>D Kennedy provided and update:</p> <ul style="list-style-type: none"> <li>• Thanked all members for their participation this year.</li> <li>• Local Health District awards – POWH were well represented.</li> <li>• The Chief Executive held this event to acknowledge staff achievements.</li> <li>• POWH Barbeque flyers circulated</li> <li>• Members advised that the POWH Nursing Wellbeing council held a health promotion day on 15/11/13. Successful event well attended by staff.</li> <li>• Discussion held around the Local Health District</li> </ul>	Noting only		

		community engagement framework – D Kennedy reminded consumer members that comments are due back before Christmas			
4.4	Complaints and Compliments – monthly review	<ul style="list-style-type: none"> <li>POWH choir 20/12/13 – visiting wards 1:00pm – 4:00pm.</li> <li>September report to be distributed</li> </ul>	Distribute report	B Rabet	Prior to next meeting
4.5	Minutes from Committee	<p>S.Nicholson provided updates on the following meetings attended:</p> <p>SSEH Clinical Quality and Risk Management Committee</p> <ul style="list-style-type: none"> <li>'ring ring program' process to organise calls to improve services.</li> <li>Eye injections – toxic syndrome; extra fridges procured for theatre. Looking at tracking systems</li> <li>Hand hygiene and Compliance discussed</li> <li>Revamp of handover planned</li> <li>Discharge letter review to be undertaken</li> </ul> <p>POWH Quality of Care Council (nursing)</p> <ul style="list-style-type: none"> <li>7E hand hygiene posters displayed – HH has improved and a follow up project planned</li> <li>Documentation working party planned</li> <li>5 new EQUIP standards tabled</li> <li>Question around how these new 5 standards will be incorporated.</li> </ul> <p>J.Roberts explained that the introduction of the 5 standards will progress in 2014.</p> <p>NN Patient safety and Quality Committee</p> <ul style="list-style-type: none"> <li>S.Nicholson raised concerns with ICU central lines not being inserted under Ultra Sound Scan (USS). The Committee assured that work being done to ensure all done under USS.</li> </ul> <p>SSEH Infection Control Committee</p> <ul style="list-style-type: none"> <li>A.Eleftheriou – advised that effort is going into staff training</li> </ul>	Noting only		

**5. New Business**


Issue	Discussion	Action Required	Who	Due
5.1 N/A				

**6. New Business without notice**

Issue	Discussion	Action Required	Who	Due
6.1 St George Research and Education Building	Ms Kennedy provided information on upcoming meeting planned for the 18/19 December 2013 - The Annual General Meeting for Local Health District.	Date to be confirmed	D Kennedy	Prior to next meeting
6.2 National Standards	Ms Kennedy asked when the NN are to be accredited against the 15 National standards. Mr Roberts commented that ACHS continue to assess Prince of Wales Hospital and Sydney Hospital / Sydney Eye Hospital. There are no outstanding recommendations from last audit.	CLOSE ITEM		

**7. The next meeting will be held on Monday 10<sup>th</sup> February 2014 - POWH EDU A**

**There being no further business the meeting closed at 6:00pm**

Accepted as a true record:  Chair: GEORGE Date: 19/2/14  
 Signature Chair: CONSTANTIN