



Meeting: POWH/SSEH Community Advisory Committee
Date: Monday 11th November 2013

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

1. Attendance/Apologies

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

2. Minutes

2.1	Confirmation of minutes	The minutes from the October meeting were confirmed by D.Kennedy / S.Nicholson
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3. Actions/ Plans arising from previous minutes

Issue	Discussion	Action Required	Who	Due
3.1	E-Mail Options	For discussion by consumer members and feedback at next meeting.	NM to DON	

4. Standing Items

Issue	Discussion	Action Required	Who	Due
4.1	POWH/SSEH Update by Hospital Executive	POWH - Update provided by Ms Walker: <ul style="list-style-type: none"> • Consultative process for restructure continues • Budget received but not finalised at departmental level • Christmas closures document ratified and distributed • Surgery with some down – approx 23/12 for 3-4 weeks. Associated beds will be closed over this 	Noting only	

		<p>period. There will be reduced outpatient's services.</p> <p>Ms Kennedy asked about the consultation process, Mr Roberts commented that majority of restructures have been signed off.</p> <p>Summary papers given to Unions with rationale for restructures – suggestion that these can be tabled at this committee. All 19 restructures have been signed off.</p> <p>Ms Nicholson asked about open visitation for 24 hours. Has this been thought of for Northern Sector. Mr Roberts commented that it would be logistically difficult on general wards to have unrestricted visiting hours.</p> <p>Spinal / ICU have flexible hours due to the nature of the patients. Ms Kennedy commented that Sydney Local Health District is looking at changing visiting hours.</p> <p>Ms Nicholson raised patient journey projects that were recently mentioned by Mr Clout at a seminar Ms Nicholson attended. Mr Roberts commented that patient stories were being added to agendas – this initiative is to be rolled out through the Northern Network.</p> <p>Sydney Hospital / Sydney Eye Hospital – Ms Smith provided an update</p> <p>Ministry of Health visited SSEH – a data quality assurance audit planned 27th January 2014.</p> <p>Monthly staff forums continue – Mr Roberts presents and gives an opportunity for staff to receive information and have open discussion.</p> <p>External review results received and are being reviewed.</p> <p>Bicentennial celebrations plans progressing, official opening planned for January – dates will be submitted to the minister.</p>		
4.2	Clinical Council Feedback	<p>Mr Roberts provided an update:</p> <ul style="list-style-type: none"> Last clinical council discussion was around the peritonectomy procedures at St George Hospital. A 	Noting only	

		<p>number of patient safety issues raised – recommendations were made for Prince of Wales Hospital not to carry out these procedures. St George looking at alternate solutions.</p> <ul style="list-style-type: none"> The council are looking at strategic planning work in sector and what can commence before the end of 2013. Next planning meeting planned for beginning of December. 			
4.3	Community Partnerships Update	<p>Ms Kennedy provided and update:</p> <ul style="list-style-type: none"> The Local Health District framework (consumer) has been completed - amended from NN draft framework Review process – Mr Roberts to take back to relevant councils – then to Community Advisory Committee for general comment and feedback by 13th December 2013. Then the draft will go to the SESLHD Community Advisory Committee meeting prior to final distribution. The Local Health District symposium was held on 7th November. Patient and carers stories presented – Consumer representatives reported that this was a good occasion to bring people together to discuss patient/consumer/over engagement Patient safety and quality event held at Rydges – on consumer engagement. Attended by Ms Kennedy and Ms Nicholson. Presentations given by various speakers of consumer engagements. At the recent Local Health District symposium – website resources were tabled – consumers advised to look at website The Local Health District awards were presented in October – 12 finalists from POWH. Teams, clinical, research, leadership. Clinical leader of the year went to Ms G Kilborn and Mr M Boyle received research nurse of the year. Many commendations were received by Prince of Wales staff. Mr M Still – new chairman of the board presented. Reported as a well organised event. Ministry of Health have finished restructuring community partnerships – an organisation chart is being developed. Ms Kennedy will circulate. 	Noting only		

		<ul style="list-style-type: none"> Ministry of Health consumer framework – looking at release February / March 2014. 			
4.4	Complaints and Compliments – monthly review	<p>Ms Nicholson discussed the recent concerns the CAC had raised around complaints trends and how these are managed. It was confirmed for members that CPIU follow up incidents and complaints</p> <p>Ms Kennedy – Sydney Hospital / Sydney Eye Hospital raised concerns around a recent complaint involving a registrar and asked the registrar counselled on actions.</p> <p>Ms Nicholson provided updates on the following meetings attended:</p> <p>NN Clinical Quality and Patient Safety Committee</p> <ul style="list-style-type: none"> Members given the CEC document on End of Life Care planning. Open disclosure documents and memo distributed. <p>SSEH Clinical Quality and Risk Management Committee</p> <ul style="list-style-type: none"> Looking at sterilizing system for eye procedures QOCC Discussion around National standards and the MAXC audits continue 	Provide feedback	Ms Smith	next meeting
4.5	Minutes from Committee		Noting only		

5. New Business

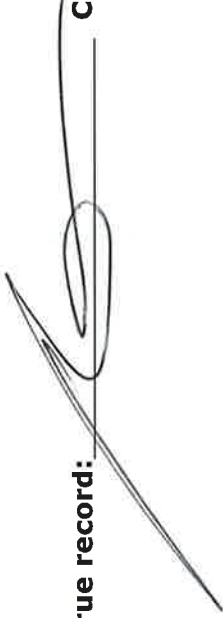
Issue	Action Required	Who	Due
5.1 N/A			

6. New Business without notice

Issue	Action Required	Who	Due
6.1 St George Research and Education Building	Date to be confirmed	D Kennedy	Prior to next meeting
6.2 National Standards	CLOSE ITEM		

7. The next meeting will be held on Monday 9th December 2013 – EDU A

There being no further business the meeting closed at 4:40pm



Accepted as a true record:

Chair:

GEORGE
CONSTANTIN

Date:

10/2/14

Signature Chair