




**Health**  
South Eastern Sydney  
Local Health District

TRIM: T13/~~7943~~  
13392.

**Meeting:** POWH/SSEH Community Advisory Committee  
**Date:** Monday 11<sup>th</sup> March 2013

**Acting Chair:** Ms P.South (Consumer)  
**Minutes:** Ms M.Gregor(Admin to DON)

1	Attendance	R.Farnsworth (Associate Professor, DOSurgery) H.Walker ( POWH DON), B. Rabet (A/NM to DON), A. Eleftheriou (Consumer), S. Nicholson (Consumer), T. Kant (Consumer), S.Magee (Consumer), P. South (Consumer)
	Apologies	N. Turner (Consumer), G.Constantin (Consumer), J. Titterton (Consumer), S.Prassas (Consumer), D.Kennedy (Community Partnerships officer). E.Moore (SSEH DON), A. Bernard (DO),
	Announcement	Mr S.Prassas (Consumer) has formally resigned from the committee

2.1	Confirmation of minutes	In the unplanned absence of the Chair Ms P. South agreed to Chair in Ms Turner's absence The Chair & Committee members also welcomed the attendance of Ms J.McCulloch in the absence of Ms Moore (SSEH Representative) The previous minutes were confirmed with the change of Ms S. Nicholson's name be Item 5.4 Re: Private patients gold card. It was noted to replace her name with 'A Consumer representative asked about the Private patients gold card'. The previous minutes were then confirmed by Mr A. Eleftheriou
2.2	Presentation by Ms Julie Gallard	Re: Drug Resistant organism project Outline provided by Ms Gallard. Request that electronic version be provided to CAC

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

Issue	Discussion	Action Required	Who	Due	
3.1	Copy of brochure to be provided	Not present at meeting	Community	Community	April

	by Ms. D. Kennedy		Partnerships Officer	Partnerships Officer	meeting
3.2	TAXI rank in the Barker Street entrance of POWH	Ms S. Magee checked the location of the actual cab rank out the front of the Barker Street entrance. Due to the recent feedback regarding the relocation of the TAXI rank in the Barker Street entrance. It was discussed this related to enabling better access to 'drop off' for patients.	Signage to be displayed near the ED entrance to say where the TAXI rank is located. Await further information from M S. Magee	Mr Max Tuffano to be consulted by Ms Rabet	April meeting
3.3	SSEH Patient information brochures	Ms. E. Moore was not present at the meeting but sent out via email the SSEH final patient information brochures. ?? if this is the same as above	For noting only.		

#### 4. Standing Items

Issue	Discussion	Action Required	Who	Due
4.1 POWH/SSEH Update by Hospital Executive	<p>Ms. H Walker advised that .</p> <ul style="list-style-type: none"> <li>• an additional extraordinary meeting was arranged for today 11<sup>th</sup> March 2013 to finalise the service modification strategy</li> <li>• Staff Forum arranged for Friday 15/3/13.</li> <li>• Communiqué has been sent facility wide to staff to all staff</li> </ul> <p>A/Prof Farnsworth noted that the main issues of the potential bed closures of some wards and the consolidation of amalgamating some wards is a very challenging and very complex process.</p>	For noting only		
4.2 Clinical Council Feedback	As noted above	For noting only		

4.3	Community Partnerships Update	Ms D. Kennedy was not present at the meeting - heldover		
4.4	Complaints – monthly review	The December 2012 Reports were provided to committee members for review.	For noting only	
4.5	Minutes from Committees	<p>No questions posed by members</p> <p>Mr A. Eleftheriou attended the:</p> <ul style="list-style-type: none"> <li>SSEH Eye Infection Control Committee meeting focusing on hand hygiene.</li> </ul> <p>Ms J. Titterton and Ms T. Kant both attended the:</p> <ul style="list-style-type: none"> <li>Patient Flow, Access and Redesign Committee but Ms J. Titterton was not present at the CAC meeting.</li> </ul> <p>Ms S. Nicholson attended the following meetings:</p> <ul style="list-style-type: none"> <li>Quality of Care Council (Nursing) QOCC.</li> <li>S/SEH Quality and Risk management committee</li> </ul> <p>Ms S. Nicholson also attended a:</p> <ul style="list-style-type: none"> <li>NSW Patient Survey workshop on 7/3/13.</li> </ul>	For noting only	

## 5. New Business

Issue		Discussion	Action Required	Who	Due
5.1	CAC rep required at the Albion Street Centre	Ms N. Turner was not present at the meeting but has indicated she would to be the CAC rep at the Albion Street Centre.	For noting only		
5.2	Mandatory Training	Ms B. Rabet outlined the process and requirements for all CAC members. Suggestion made and supported by those present that practical mandatory training can be held at the commencement of the next meeting, weather	Mandatory Training for Consumers to be organised – invitations will be	NM to DON	April meeting

		permitting and that the theoretical component following thereafter. This would limit the meeting to any particular issues CAC members would like to raise	sent		
--	--	---	------	--	--

**6. Date of Next meeting:** Monday 8<sup>th</sup> April 2013 4pm – 6pm POWH EDU A  
 Mandatory training for the first part of the meeting.

**There being no further business the meeting closed at 17:00 hours**

Accepted as a true record:  Chair: NAVA TUNNES Date: 8/4/13

Signature Chair *conf.*