



Meeting: POWH/SSEH Community Advisory Committee
Date: Monday 10th February 2014

Chair: Ms N Turner (chair)
Minutes: Ms B Rabet (NM to DON)

1. Attendance/Apologies

Attendance	H.Walker(POWH DON), N.Turner (Chair & Consumer), S.Nicholson (Consumer), 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), T.Kant, J.Titterton (Consumer), P.South (Consumer),
Apologies	nil

2. Minutes

2.1	Confirmation of minutes	The minutes from the November and December meeting were confirmed
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3. Actions/ Plans arising from previous minutes

Issue	Discussion	Action Required	Who	Due
3.1	E-Mail Options	<ul style="list-style-type: none"> Applications for email accounts required extra information – details to be sent to consumers once set up 	B Rabet to set up email addresses	NM to DON March meeting

4. Standing Items

Issue	Discussion	Action Required	Who	Due
4.1	POWH/SSEH Update by Hospital Executive	<p>J Roberts provided the POWH Update:</p> <ul style="list-style-type: none"> Mr T Clout announced his retirement from position of Chief Executive. Recruitment of a temporary CE has commenced. Recent positive media interest has been noted in the SMH with compliment from an ICU patient – good quality outcome. There has been positive coverage around the new interns commencing at POWH. Regarding car parking – the policy of the hospital has historically 	Noting only	

been not to fund parking – private partnership models exist at SSEH and POWH – a small income stream will be realised when the lease arrangements end. A range of opportunities exist for people to access parking for compassionate reasons.

- Planning regimes are in place for better access to public transport
- The ICU expansion project has commenced – the EMU was temporarily relocated out of Emergency for a 2 week period – no significant impact on patient flow was noted. The noise impact from the drilling was monitored and ear protection was offered for patients during this period.
- The ED expansion project is out for tender
- The cancer centre has completed minor works relocating the reception areas and radiation oncology department.
- The Cancer project is in the community response phase at present around parking and transport concerns – the project is progressing through the approval process

Stage one is due for completion in October 2014. Stage two construction work will follow due for completion mid 2016

- The POWH PET CT scanner was replaced over the Christmas period and upgraded at the cost of the company
- The ED navigator role trial for 4weeks has commenced
- OPERATIONAL PERFORMANCE;
NEST continues to improve with minimum long waits
- NEAT performance decreased over the Christmas period – impacted by the EMU move, new interns and other issues impacting on performance

Financial restructures – the majority concluded in December 2013. Approximately 25 staff took voluntary redundancy, those remaining have been placed or are looking for positions.

The forecast is for financial overrun – further cost-effective strategies are being explored.

Consumer members asked for clarification around the proposed relocation of stroke;

An independent review of the model of care is underway – clinicians are involved to discuss service improvements – awaiting draft report from the steering committee with recommendations.

Accreditation is planned formally for 2015.
Self assessment will occur in May 2014.

C Smith provided the SSEH update:

		<ul style="list-style-type: none"> The SSEH Bicentennial clinic opened today The Minister of Health is planning to attend on the 12th February including a visit to inpatient wards. The planning process is underway for the hand clinic – first meeting planned for 24th February 2014. The amenities block is under review The Director of Nursing position will be advertised soon. 		
4.2	Clinical Council Feedback	<p>J Roberts provided an update:</p> <ul style="list-style-type: none"> The clinical services strategy plan is progressing following an initial meeting held in December 2013. A range of internal procedures will be reviewed – the plan will incorporate Government priorities 'mind gardens' monies have been committed by the Government to work on neurosciences dementia research. Mr Peter Joseph (Health Services Alliance chair) attended the last clinical council meeting and provided an overview of proposed research projects. 	Noting only	
4.3	Community Partnerships Update	<p>D Kennedy provided and update:</p> <ul style="list-style-type: none"> ED project – consumers members asked for information about this project – evidence provided of collated consumer feedback – the feedback did have an impact on the redesign and refurbishment. A training workshop for staff 'engaging young people in the health system' will be given by the youth health co-ordinator. The workshop will be held on 26th February 1000-1600hrs – one position is available for a consumer A RNS visitor map tabled for consumer members The Chief Executive transition period will have an impact on board committees and LHD consumer meetings therefore the chair has not been decided. The first meeting is planned in April 2014-02-2014 The Community Engagement framework will be on the agenda. Comments have been incorporated. A monthly performance tracker has been introduced for managers to measure compliance with work health and safety in the workplace The LHD have expanded the use of social media in the workplace – 'youtube' is now permitted. The October and November reports were circulated prior to this meeting and tabled 	Noting only	
4.4	Complaints and Compliments – monthly review		Noting only	

4.5	Minutes from Committee	<p>Consumer representatives provided updates on the following meetings attended:</p> <p>SSEH Infection Control Committee A.Eleftheriou</p> <ul style="list-style-type: none"> • advised that a colour code for antibiotics has been introduced • SSEH audited against new cleaning standards late 2013 and performed well <p>SSEH Clinical Quality and Risk Management Committee</p> <ul style="list-style-type: none"> • An external audit on sterilisation processes in OT completed – awaiting recommendations • 3 new fridges have been installed in OT <p>S.Nicholson NN Patient safety and Quality Committee</p> <ul style="list-style-type: none"> • Release of the refrigerated medications policy discussed and gauges have been procured as an interim measure • Discharge summary and medications discussed • Improvements made around the keeping of records of batch numbers of products used for eye surgeries • Annual donate life work will be launched on 14th February 2014 • Corneal transplant procedures have increased in 2013 across NSW <p>BHI survey – S Nicholson assisted in the consumer review and the survey now includes a dedicated section for young people.</p>	Noting only		
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5. General Business

Issue	Discussion	Action Required	Who	Due
5.1	Action plan progress	Noting only		
5.2	Annual mandatory training	Consumers to email		

	attend distributed.	preferences.	
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6. New Business without notice

7. The next meeting will be held on Monday 10th March 2014 – POWH EDU A

There being no further business the meeting closed at 5.15pm

Accepted as a true record:  Chair: NAVA TUBANEY Date: 9/4/2014

Signature Chair