



**Meeting:** POWH/SSEH Community Advisory Committee  
**Date:** Monday 13<sup>th</sup> July

**Chair:** Mr G Constantin (chair)  
**Minutes:** Ms P. Humphreys (NM to DON)

**1. Attendance / Apologies**

NAME	AREA	status	NAME	AREA	status
Jon Roberts	DO	present			
Heather Walker	DON POWH	apology	Sharnelle Magee	consumer	present
Jennie Barry	DON SSEH	apology	Susan Nicholson	consumer	present
Trish Humphreys	NM POWH	present	Joanne Matthews	consumer	apology
Deidre Kennedy	Community Partnerships	present	Sherene Taylor	consumer	present
George Constantin	Consumer/Chair	present	Jan Titterton	consumer	present
Andros Eleftheriou	Consumer	present	Nava Turner	Consumer/deputy chair	present
Tanya Kent	Consumer	present	Jodie West	consumer	present
John Malouf	Consumer	Apology	Ericka Van Aalst	Consumer	present
Jenny Wilson r	A/DON	present			

**Presentations**

**Guest speaker was unable to attend**

**2. Minutes**

2.1 Confirmation of minutes

The minutes for the July meeting were confirmed with the following alterations:  
Andros Eleftheriou presented a report which was recorded in the Community Advisory Members question section

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

Issue		Discussion	Action Required	Who	Due
	Monograph	The Nurses' Monograph was taken to the meeting for members to view	Nil		

### 4. Standing Items

Issue		Discussion	Action Required	Who	Due
4.1	POWH/SSEH update by Hospital Executive – incorporating Clinical Council information	<p>Update provided by Jon Roberts, General Manager, POWH and SSEH</p> <ul style="list-style-type: none"> <li>We have had the preliminary summary report from Accreditation and thanks were extended to the CAC members who attended</li> <li>We have 90 days to respond to issues arising from mandatory criteria in relation to some policies and procedures. These actually come under the governance of the Local Health District which is taking the lead in addressing these. There is also some duplication of policies across the hospitals</li> <li>There were 3 recommendations regarding credentialing of medical Staff. We comply with NSW standards but not National Standards</li> <li>Consumer engagement we need to look at action plans and how we measure the impact of changes and results of community engagement.</li> <li>Complimentary comments included clinical handover and infection control</li> <li>The master plan for theatres has been completed.</li> <li>Election commitment money has started to flow. Executive needs to meet with Health Infrastructure to review the master plan and consult university and other hospitals on campus and the new opportunities for partnerships</li> <li>2015 -16 Financial Year: the Local Health District is now more efficient. POWH and SSEH continue to improve with meeting performance targets.</li> <li>6<sup>th</sup> August we celebrate 50 years of Kidney Transplantation</li> <li>Jerry Marr will be doing more Roadshows for staff to update them on strategies</li> <li>We are currently experiencing significant impacts on services because of winter. High rates of patients and staff with viral flu</li> </ul>	Noting only		

		<p>like illnesses</p> <ul style="list-style-type: none"> <li>Susan Nicholson enquired about consumer involvement in the Master Plan and the committee was informed that staff and consumers would be involved in various processes of planning. It was mentioned that consumers would like genuine input from the beginning. It was also requested that someone come to the meeting and explain the Service Plan</li> </ul>	<p>Arrange for future meeting</p>	<p>Jon Roberts</p>	
<p>4.2</p>	<p>Community Partnerships Update –Deidre Kennedy</p>	<ul style="list-style-type: none"> <li>Presented Transport Access Guides which have some obvious gaps and Deidre would take these to the meeting with the Health Promotion Unit next week. The CAC members gave Deidre some feedback for which they were thanked</li> <li>Light Rail Authority are doing surveys in High Street this week</li> <li>A query was raised regarding the Bureau Health Information (BHI) patient satisfaction Survey and the design of the questions and they are being updated with consumer engagement. In the future the BHI data should be ready in 3 months after the survey and not 12 as is the case now. BHI send out surveys so they get a good cross section of people</li> <li>The District Board is re-establishing the Community Partnerships Committee which will be chaired by Janet McDonald. A new Charter is being developed. Amanda Justice will work with Ms McDonald to get the new Consumer Framework implemented.</li> <li>Committee members were informed that Advanced Care Directives do not need to be done every patient admission but “Not for Resuscitation” orders do.</li> <li>There has been a slight increase in parking fees.</li> <li>Jodie West didn’t have a question but commented on the 50 years Transplant Celebrations mention by the General Manager. Her nan worked with Prof Farnsworth 50 years ago and told a funny anecdote about steak and kidney!</li> <li>Jan Titterton – mentioned she did not receive any papers from the Access Committee meeting</li> <li>Tanya Kent discussed the Falls audit results. The rate of falls and serious injury is the lowest it has ever been. The accreditors were very impressed with the work of Standard 10 – Preventing Falls and Harm from Falls. Tanya mentioned she finds the audits and her participation very valuable. She raised a query though regarding mixed gender wards as whilst conducting the audits she was advised there were still issues. She was reassured that our rate for mixed gender wards was generally 0 -3%. There is a process we adhere to but there are some communication gaps.</li> </ul>	<p>Noting only</p>		
<p>4.3</p>	<p>Community Advisory Committee members questions</p>	<ul style="list-style-type: none"> <li>Jodie West didn’t have a question but commented on the 50 years Transplant Celebrations mention by the General Manager. Her nan worked with Prof Farnsworth 50 years ago and told a funny anecdote about steak and kidney!</li> <li>Jan Titterton – mentioned she did not receive any papers from the Access Committee meeting</li> <li>Tanya Kent discussed the Falls audit results. The rate of falls and serious injury is the lowest it has ever been. The accreditors were very impressed with the work of Standard 10 – Preventing Falls and Harm from Falls. Tanya mentioned she finds the audits and her participation very valuable. She raised a query though regarding mixed gender wards as whilst conducting the audits she was advised there were still issues. She was reassured that our rate for mixed gender wards was generally 0 -3%. There is a process we adhere to but there are some communication gaps.</li> </ul>	<p>Trish will follow up with Connie</p>		

		<p>There is also a policy update and a new audit tool. Mixed gender rooms are certainly an issue but the clinical needs of patients must be a priority at times.</p> <ul style="list-style-type: none"> <li>• Andros Eleftheriou enquired if there were any infection control problems with mobile phones and lists here as those reported by the ABC in Tasmania. The General manager advised that staff were being asked to clean their mobile phone screens regularly</li> <li>• George Constantin then enquired if there has been an update on "Mad Cows disease". There has been no update through the Public Health Unit and they do not know what the cause was.</li> <li>• Nava Turner enquired about the Middle Eastern Respiratory Disease. Nil have been admitted but the Emergency Department is on alert. There was a possible case last week but it was not definitive. Nava also enquired regarding Mental health issues which are not under the jurisdiction of POWH but the risk rating she was referring to is a State wide one.</li> <li>• There was a discussion regarding the benefits of the Health Consumer Training that two members attended. It was agreed that the training program would be more beneficial to new members of the committee, however, it is valuable to have more experienced people for the group work and sometimes the dynamics of the group could make some courses better than others. The same was considered for the Chronic Diseases Forum.</li> <li>• Andros mentioned he was very impressed with the webcast for the Patient Experience Symposium.</li> </ul>		
4.4	Community Advisory Members Committee Reports	<ul style="list-style-type: none"> <li>• Jodie West. Working with committee regarding informed consent for blood transfusion and patient blood management strategy.</li> <li>• Jodie also gave us an update on Confused Hospitalised Older People and that there is now improved coding which will be beneficial for Activity Based Funding. A Nurse Education pack with USB has been developed. The committee is also looking at showing the video 'Barbara's Story' as a regular educational training resource. Evaluation probably in Sept/Oct/Nov and doing a coding audit again in September</li> <li>• There is also a very good Carers Support website: <a href="http://www.seslhd.health.nsw.gov.au/Carer_Support_Program/default.asp">http://www.seslhd.health.nsw.gov.au/Carer_Support_Program/default.asp</a>. All Carers can join this SESLHD Carers program for free and they will post material every quarter.</li> <li>• Susan Nicholson -Sydney Sydney Eye Hospital has hand hygiene</li> </ul>		

		reports on their website. Standard 6 is looking at IIMs and those relating to handover. POWH Quality of Care Council – audit of drains and catheters had good results and are being managed properly. Patient Safety Committee- Need to get better reporting on products that fail. Relevant staff are being assessed on their competency to manage airways during patients undergoing procedures which require sedation. Susan also attended two accreditation sessions		
4.5 General Business	<ul style="list-style-type: none"> <li>The Local health District Consumer Framework will be reviewed soon and look at our committee involvement</li> <li>The Volunteers' Visitor Proposed brochure was discussed and Trish will give feedback at the next meeting</li> <li>Trish will also give some feedback regarding the brochures etc the committee reviews and the processes for reviewing these</li> </ul>	Feedback	Trish	
		Feedback		

#### 5. General Business

Issue	Discussion	Action Required	Who	Due
5.1	Accreditation from 15 <sup>th</sup> June	This was discussed after presentation on Standard 2		

#### 6. New Business without notice.

	Nil			Due
--	-----	--	--	-----

The next meeting will be held on Monday 14<sup>th</sup> September – EDU A POWH.

There being no further business the meeting closed at 6.05

Accepted as a true record: BERNARD CONSTANTIN Chair:  Date: 12/10/2015

Signature Chair

