



Health
South Eastern Sydney
Local Health District

TRIM: T16/

Meeting: POWH/SSEH Community Advisory Committee
Date: Monday 14 March 2016

Chair: Ms Nava Turner (chair)
Minutes: Ms Belinda Rabet (NM Clinical Services)

1. Attendance/Apologies

NAME	AREA	status	NAME	AREA	status
Heather Walker	A/DO POWH	apology	Sharnelle Magee	consumer	present
Karen Tuqiri	A/DON SSEH	Not present	Susan Nicholson	consumer	Not present
Belinda Rabet	NM POWH	present	Joanne Matthews	consumer	Not present
George Constantin	Consumer/Chair	apology	Ericka Van Aalst	Consumer	apology
Andros Eleftheriou	Consumer	present	Jan Titterton	consumer	present
Tanya Kent	Consumer	present	Nava Turner	Consumer/deputy chair	present
John Malouf	Consumer	present	Jodie West	consumer	apology

PRESENTATION – ALISON SNEDDON – Senior Health Planner – Redevelopment plan for Randwick Campus update

Consumer representatives on this committee will be given the opportunity to provide feedback on the plan. Ms Sneddon advised that this plan will be distributed via the Executive Unit at Prince of Wales hospital both in hard copy and soft copy as required. Written feedback is requested and a meeting can be arranged if consumers would like to give verbal feedback. The document should be available in April 2016. Ms Sneddon advised that the CE is also planning an open forum as an opportunity for consumers to provide feedback.

2. Minutes

2.1	Confirmation of minutes	Confirmation of February meeting minutes
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3. Actions/ Plans arising from previous minutes

Issue	Discussion	Action Required	Who	Due
3.1	Mandatory training date 2016	Mandatory training has been arranged for consumers prior to the next meeting at 3pm on 11 April 2016. Members are to meet at the Edmund Blackett functions room for practical and theory fire and evacuation training.	Noting only	
3.3	Medical Imaging - consent and privacy	Issue raised at February meeting around use of interpreters in waiting area – H Walker confirmed with Fiona Law (CNC) this does not occur – interpreters are utilised in the observation bay with curtains pulled around for privacy.	Noting only	

4. Standing Items

Issue	Discussion	Action Required	Who	Due
4.1	POWH/SSEH update by Hospital Executive –	Belinda Rabet - POWH: <ul style="list-style-type: none"> The Service Plan continues as discussed in presentation Work continues on the Winter Strategy with groups progressing work on effective discharge planning, increasing community supports and avoidable admissions. 	Noting only	
4.2	Community Advisory Committee members questions	<ul style="list-style-type: none"> Jan Titterton enquired about the flu jabs – when are they scheduled for - B Rabet confirmed that information will be circulated when available. John Malouf enquired around an issue with the Royal Hospital for Women (RHW) – cord blood cannot be collected from babies born after hours – question asked around why this cannot be 24hrs – RHW issue Tanya Kant raised concerns regarding the closure of the enquiries desk at Barker Street – description of an incident involving a patient indicated that signage around wheelchair availability was not appropriate especially now the enquiries desk was closed. 	Enquire and feedback	April 2016
			B Rabet	April 2016
		Feedback and ensure signage changed	B Rabet	April 2016

4.3	Community Advisory Members Committee Reports	<p>Jan Titterton:</p> <ul style="list-style-type: none"> Access meeting – delays reported with waiting list and problems occurring with transition of patients from the ambulance bay to the department. <p>John Malouf:</p> <ul style="list-style-type: none"> Finance meeting – reported that the meeting was difficult to follow with no set format or critical analysis of data <p>Tanya Kant:</p> <ul style="list-style-type: none"> Falls Committee meeting – reported improvements in falls rates for most areas over past 10 years and POWH are doing well compared with like hospitals. <p>Members discussed the need for assistance for consumer members on new committees – buddy system.</p>	Confirm representation on committees and introduce buddy system	B Rabet	May meeting
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5. General Business

Issue	Discussion	Action Required	Who	Due
5.1	Compliments and Complaints report December 2015	<ul style="list-style-type: none"> Handout was provided – members advised that complaints were down 18.5% in 2015 compared to 2014. 	Noting only	
5.2	Food and Nutrition Committee rep	<ul style="list-style-type: none"> Margaret Holyday is looking for a consumer representative – Nava Turner expressed interest – B Rabet to send details. 	Noting only	

6. New Business without notice - nil

The next meeting will be held on Monday 11th April 2016 at POWH EDU A

There being no further business the meeting closed at 5.30

Accepted as a true record:  _____ Chair: GEORGE CONSTANTIN Date: 9/5/2016

Signature Chair