

Friday 7 August 2015, 10 am

MINUTES

PRESENT:

Ms L Craig, Community member
Ms T Fletcher, Community member
Ms H Mantziaris, Community member (Co-chair)
Mr P O'Donoghue, Community member
Ms S Rawlinson, Community member
Ms L Rex, Community member
Dr J Wilson, Community member (Co-chair)

RHW/SESLHD representation :

Ms G Green, Acting Clinical Practice Improvement Manager, RHW
Ms D Kennedy, Community Partnerships Officer, SESLHD
Ms A Lainchbury, Clinical Midwifery Consultant, Midwifery Practice Development, RHW
Ms V Madunic, Acting General Manager, RHW
Ms J East, Secretariat RHW

2. APOLOGIES:

Ms N Cowlshaw, Community member
Ms H Gunn, Director of Nursing & Midwifery Services, RHW
Ms E Hutchings, Community member
Dr J Svensson, Health Education Co-ordinator and Diversity Health Officer, RHW

PRESENTATION – Apologies from Prof Ledger – unable to attend due to current patient workload – to be rescheduled for another meeting

1. ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the Gadigal people of the Eora Nation who are the traditional custodians of the land on which we are meeting today and pay my respects to their elders both past and present.

3. CONFIRMATION OF AGENDA

4. MINUTES OF PREVIOUS MEETING

The minutes from the previous meeting held 12 June 2015 were adopted.

5. MATTERS ARISING FROM THE MINUTES

Add to agenda feedback from representatives on Hospital committees.

Hospital tour – T Fletcher asked for clarification on a number of areas :

- Breastscreen is not the hospital – they just occupy space (D Kennedy noted they have their own community/consumer group)
- Women's Breast Centre is RHW
- Bone Density Unit is RHW linked with Prince of Wales Hospital (POWH) – it is a self funding unit generating income from patient billings
- Physiotherapy Dept is RHW – providing services for inpatients and outpatients of the Hospital

- D Kennedy noted that the POWH Wig Library (a volunteer service) occupies space at RHW
- Exercise classes are provided by a private operator who leases the space

ACTION ITEMS - noted and updated. Remove completed items and provide a summary at the end of the year with all items.

6. STANDING ITEMS

6.1 Community Partnerships update

D Kennedy noted the following :

- Amanda Justice has commenced with the SESLHD Community Partnerships – invite Amanda to attend a meeting
- The SESLHD Community Partnerships Committee is being reconvened under Janet McDonald as Chair

6.2 Youth Health update

a) G Green read out an update from J Svensson who was presenting today at the SESLHD Breastfeeding Workshop on breastfeeding in diverse cultures.

“Monday 27 July was the Health Forum at Randwick Girls High School which was the most interactive it has been due to a wireless microphone which facilitated walking amongst the audience”

ACTION: J Svensson to provide a report on her presentation at the Breastfeeding Workshop

b) Remind J Svensson to provide an update at the next meeting on items marked to her in the action items.

6.3 SESLHD Falls Committee

J Wilson was an apology for the meeting.

6.4 Quality & Safety Data

Updated information circulated at the last meeting is now available on the hospital website.

6.5 Patient Feedback

G Green noted there is a database being kept on patient leaflets and the feedback received. J Wilson requested feedback on advice given by the Committee as it is important to know if the comments have been useful.

ACTION: L Woodhart to provide feedback

6.6 Disability Awareness training for staff project

A meeting was held on the 17th July with J Svensson, L Woodhart, H Gunn and T Fletcher. T Fletcher advised it was a very preliminary meeting and a follow up is required.

- T Fletcher presented some programmes she has done in the past as a trainer
- There are existing modules under HETI for staff which are being reviewed
- T Fletcher noted disappointment that it is not mandatory and that it is online – it is important to have people with disabilities present with an opportunity for questions and answers

- As H Gunn is about to go on extended leave if the meeting cannot be organised before she leaves it will have to wait for L Woodhart's return
- V Madunic noted that it is an expectation from the Dept of Health that we use the HETI training modules but if it doesn't meet our needs we can look to make additions and consider face to face training
- V Madunic offered to show the Committee the HETI online site at the next meeting
- Junior Medical Officers have scheduled training every week and Senior Clinicians have Grand Rounds weekly – specific training can be allocated

ACTION : J East to organise follow up meeting

ACTION: V Madunic to show the Committee HETI online site at the next meeting

7. GENERAL BUSINESS

7.1 Results of Accreditation Survey

G Green read through the recommendations circulated. The Hospital received positive feedback for our focus on quality and patient safety.

8. NEXT MEETING 9 October 2015

9. BUSINESS WITHOUT NOTICE

9.1 Training opportunities for Committee members

Further training opportunities for committee members to be explored. J Wilson and H Mantziaris reported they found the workshop they attended most beneficial. It covered understanding and implementation of our role and the importance of being part of the consultative process.

ACTION: Further online training opportunities for committee members to be explored

9.2 Patient Stories


The use of patient stories was discussed and it was noted that they are useful for the provision of best patient care. Stories vary with some being positive and some having issues. A patient story is presented at the Clinical Council which is the peak hospital committee. A file is kept in the Clinical Practice Improvement Unit.

9.3 Hospital management

V Madunic advised that L Rathborne has been appointed General Manager, St George Hospital therefore the position at the Royal Hospital for Women will be advertised and recruited to.

Signature 

Date 7/12/15

Signature 

Date 4.12.15