

Friday 3 February 2017, 10 am

MINUTES

PRESENT:

Ms C Heckendorf, Community member
Ms H Mantziaris, Community member (Co-chair)
Mr P O'Donoghue, Community member
Ms G Parsonage, Community member
Dr J Wilson, Community member (Co-chair)

RHW In Attendance :

Ms A Lainchbury, Clinical Midwifery Consultant, Midwifery Practice Development
Ms V Madunic, General Manager
Dr J Svensson, Health Education Co-ordinator and Diversity Health Officer
Ms G Green, Acting Clinical Practice Improvement Manager
Ms J East, Secretariat

2. APOLOGIES:

Ms N Cowlshaw, Community member
Ms S Rawlinson, Community member
Ms H McCarthy, Director of Nursing & Midwifery

H Mantziaris opened the meeting as Chair and welcomed Gayle Green who is acting in Lyn Woodhart's position while she is on secondment to the SESLHD.

Kate Dyer and Maria Lohan from the Maternal Fetal Medicine Midwifery Group Practice gave an outline of the preparations leading up to admission of a patient with physical and/or intellectual disabilities noting a few individual cases.

- Patients are very committed and well prepared prior to their pregnancy
- Continuity of care with the midwifery group practice
- Individual needs are catered for – listening to the woman's plans
- Specialized interpreters are used for deaf and/or blind patients – block appointments are made to utilise everyone's time efficiently – a 'one stop shop'
- Same process for CALD patients

J Wilson asked if CAC members could provide any help – K Dyer said she will think about it.

The guest speakers were thanked and left.

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 2 December 2016 were approved.

The notes from the special meeting of community members held 19 January 2017 were accepted.

5. MATTERS ARISING FROM THE MINUTES

5.1 Action Items – updated

5.2 Patient Surveys

J Wilson reported on L Woodhart's advice – obtaining access to list of generic questions from a database.

ACTION: L Woodhart to provide list

5.3 Matters and actions arising from special meeting 19/1/17

- Training – V Madunic expressed support for training but there is concern about the high cost.

ACTION: V Madunic will liaise with Julie Dixon SESLHD Population Health and Equity Planning regarding funding.

- Meeting Departments – an invitation to the Nursing & Midwifery Leadership forum will be organised (**ACTION: G Green to organise invitation**)
- V Madunic advised there is a meeting at St George Tuesday 28th March, 9 am and they have agreed to attendance by the General Manager and a representative from RHW CAC – the committee members will liaise and advise two attendees (**ACTION: Co-Chairs to advise J East of two representatives to attend St George meeting**)
- V Madunic will make enquires with the Media Unit on options for advertising for new members, eg facebook (**ACTION: V Madunic enquiring with Media Unit re advertising for new members**)

5.4 Orientation Package

J Wilson referred to the Orientation Package for consumer representatives from Western Sydney Local Health District and provide V Madunic with a copy – the document is being looked at by the SESLHD.

5.5 'Your Voice' website SESLHD

J Wilson referred to the SESLHD website and offered to send the link to members.

ACTION: J Wilson to send CAC members the link

6. STANDING ITEMS

6.1 Youth Health update

J Svensson gave a verbal update :

- As advised at the last meeting attendance at Sydney East Community College

Diversity:

- Corporate orientation of new staff – face to face will continue – case scenarios are given and includes information on interpreters
- J Svensson will make enquiries if committee members can attend

ACTION: J Svensson to enquire if CAC members can attend Corporate Orientation

6.2 Quality & Safety Data

G Green noted the ACHS will be a desktop accreditation in June/July. Working parties have commenced to work through the recommendations for improvement. There are quality plans, KPIs, strategic plan. Each ward or department has a basis to work from. The General Manager sights all entries prior to submission.

6.3 Feedback from Hospital Committee representatives

Nil to report.

The Chair requested Patient Feedback be re-instated under Standing Items.

7. GENERAL BUSINESS

7.1 National Standards Desktop Accreditation

Covered under Item 6.2

7.2 Timing of distribution of papers

The Chair requested draft minutes be forwarded to the Co-Chairs two weeks after the meeting.

ACTION: J East to send draft papers

Meeting closed 11.30 am

Signature 

Date 7/4/17

Signature 

Date 7/7/17