

SGH Consumer Advisory Group

MINUTES
SOUTH EASTERN SYDNEY LOCAL HEALTH DISTRICT
SGH Consumer Advisory Group
Tuesday 15th April 2014
9.00am to 10.30am
1st Floor Conference Room, James Laws House,
St George Hospital

Part A	Item 1	<p>MEETING OPENING</p> <p>Present:</p> <ul style="list-style-type: none"> • Elena McQuillen, NESM • Elizabeth Martin, Consumer Representative • Jan Denniss, Consumer Representative • Kimberley Thomsett, A/CPIU Manager • Kim Wrightson, A/SGH Community Partnerships Officer (A/Secretariat) • Linda Vari, SGSHHS Volunteer Manager • Nick Skleparis, SGSHHS Corporate Services Manager • Paul Sullivan, Consumer Representative • Peter Brown, Consumer Representative • Rodney Lynch, Consumer Representative (Chair) • Susan Hanrahan, Consumer Representative • Vicky Mylonas, Consumer Representative • Vivianne Chaillita-Ajaka, SGSHHS Diversity Health Manager <p>In Attendance:</p> <ul style="list-style-type: none"> • Sharryn Fitzgerald, SGSHHS Head of Department, Occupational Therapy
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	1.2	<p>Apologies:</p> <ul style="list-style-type: none"> • Adrian O'Malley, Consumer Representative • Brendan Docherty, SGSHHS Sector Manager, Operations and Revenue • Cath Whitehurst, SGSHHS Director of Operations • Paul Holdsworth, Consumer Representative • Trish Wills, SGSHHS Sector Manager, CPIU • Tony Ralph, Consumer Representative • Vicki Manning, SGH Director of Nursing
	Item 2	<p>Presentation – National Standards 2 (NS2) Progress</p> <p>Sharryn Fitzgerald, Executive Sponsor for National Standards 2 was asked to provide an update to the Committee.</p> <ul style="list-style-type: none"> • Presentation was handed to the Committee members in attendance • NS2 Working Party meets monthly • Consumer representative is still required to attend the Working Party • Action Plan has been created • CAG Brochure completed and waiting for printing • Preparation for filming “patient stories” completed. Potential sponsor has been identified

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		<ul style="list-style-type: none"> • Action Plan and Priorities:- <ul style="list-style-type: none"> - Consumers are engaged and participate in service planning and design - Service monitoring and evaluation involves consumer participation - Consumers are involved in Workforce Training - Service delivery includes consumer and carer input - Ensure Consumer Advisory Group functions and responsibilities are clearly defined and supported at all levels through the Sector - Organisational governance structures include partnering with consumers • Discussions are being held in regards to implementing a newsletter
	Item 3	Approval of Minutes Minutes of the meetings dated 25 th February 2014 and 25 th March 2014 were confirmed as true and accurate record.
	Item 4	Items Arising Nothing to report
	Item 5	Declaration of Conflict of Interest Nothing to report
Part B	General Items	
	Item 6	<u>Report from the Chair – Rod Lynch</u> <ul style="list-style-type: none"> • Jose Sago has submitted his resignation from this Committee due to ill health • Rod Lynch will be meeting Gerry Marr on 24th April 2014 Action: Please advise Rod if you would like any issues raised at this meeting • Penny Glezellis has extended her leave until Mid July 2014
Part C	Standing Items	
	Item 7	<u>SGSHHS Access Meeting</u> <ul style="list-style-type: none"> • Determine the future of the Committee Action: Follow up with Brendan Docherty
	Item 8	<u>Patient Safety and Quality Meeting – Jan Denniss</u> <ul style="list-style-type: none"> • Not a lot to report from the previous meeting
	Item 9	<u>Hospital Signage Committee – Jan Denniss</u> <ul style="list-style-type: none"> • Jan Denniss advised that they are using an impressive colour coded system in the new ED instead of different languages. Signs will be colour coded and matched to the colour of the rooms • Still an issue with the signing from Belgrave Street entrance
	Item 10	<u>Enhanced Recovering After Surgery Committee (ERAS) – Elizabeth Martin</u> <ul style="list-style-type: none"> • March meeting was cancelled • Next meeting to be held on 23rd April 2014 • Interim – looking at Clinical pathways
	Item 11	<u>SESLHAD Falls Prevention Committee – Jan Denniss</u> <ul style="list-style-type: none"> • Met last week • Emphasis on including community areas in addressing falls issues

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<p>Item 12</p>	<p><u>SGH Falls Prevention Committee – Paul Holdsworth</u></p> <ul style="list-style-type: none"> • Deferred
<p>Item 13</p>	<p><u>Medicare Local Update – Peter Brown</u></p> <ul style="list-style-type: none"> • Peter Brown advised that he attended the Strategic Plan. The draft plan/table has been forwarded to Management. Awaiting on feedback • Medicare Local believes that it is an essential factor to have community participation
<p>Item 14</p>	<p><u>Clinical Council Report – Rod Lynch</u></p> <ul style="list-style-type: none"> • Clinical Council met last week • Rod Lynch attends on invitation • Nothing further to report
<p>Item 15</p>	<p><u>Director of Operations Report</u></p> <ul style="list-style-type: none"> • Cath Whitehurst was not present. Deferred
<p>Item 16</p>	<p><u>Nursing Update – Elena McQuillan</u></p> <ul style="list-style-type: none"> • Elena thanked the Committee for their comments on the Nursing vision letter. Launch of this letter is 30th April 2014 • International Nurses Day on 12th May 2014; International Midwives Day on 5th May 2014 • Awards given on 9th May 2014
<p>Item 17</p>	<p><u>CPIU Update</u></p> <ul style="list-style-type: none"> • Kimberley Thomsett covering Trish's leave • Completed timeframe for the National Standards • This month, auditing Infection Control – National Standard 3 • A quality Systems Assessment conducted at St George Hospital in Feb 2014. Three areas assessed - Falls, Medication Management and VTE (venous thromboembolism). Final report provided a couple of recommendations including the removal of all Blue Armbands which indicated a falls risk. The surveyors gave pleasing feedback and the SGH facility and stated that they were made to feel very welcome at St George Hospital • The timeframe for the National Standards has been completed. Work has commenced on Standards 11 – 15
<p>Item 18</p>	<p><u>Corporate Services Update – Nick Skleparis</u></p> <ul style="list-style-type: none"> • New ED <ul style="list-style-type: none"> - Scheduled opening of mid October 2014 - Generous space inside - 8 ambulance bays on the premises. Investigating ambulance bays on the street with the Council - Clinic rooms are a generous size - Walls are up - Several nurse work stations have been completed • Vascular Lab <ul style="list-style-type: none"> - \$2.2m Project - Equipment has been ordered for Theatre 9 - Finished by September 2014 • Pitney Building <ul style="list-style-type: none"> - Cancer Care addition to the top of the Pitney Building (funds raised by donations) - DA approved - Current discussions on the relocation of the current top floor during building works - Modern construction

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		<ul style="list-style-type: none"> Diabetes – Prichard Wing <ul style="list-style-type: none"> Minor works to be completed - \$10K 9 Chapel Street <ul style="list-style-type: none"> Building has been demolished Discussions being held on a new proposal for the use of the space Master Planning <ul style="list-style-type: none"> Core drilling to commence to investigate potential building sites Investigation of 650 parking bays is part of the plan Vivianne Chaillita-Ajaka raised the temporary Chapel on 6th Floor, TWB Nick S advised that there is a commitment to investigate/relocate within our future redevelopments
	Item 19	<u>Volunteer Report</u> <ul style="list-style-type: none"> Volunteers are now entered into Stafflink The Stafflink numbers will be sent to the volunteers Future vision is to set them up in HETI Chaplains week in October 2014
	Item 20	<u>Diversity Health Report</u> <ul style="list-style-type: none"> Interfaith Forum held as part of Harmony Week <ul style="list-style-type: none"> Well attended – 70 people 4 Religious Leaders presented iTablet working well. To be trialled on 5 West (commence in a few weeks). Will contain Hospital information for the patients Consents Project <ul style="list-style-type: none"> Report completed 2 years ago we were 43%. Now we are 45% complaint Kogarah Intensive English College (Kogarah IEC) <ul style="list-style-type: none"> Partnership created Kogarah IEC is an induction to learn English Will be conducting tours of the Hospital every 2 weeks Presentation to the Teachers last week Patient Survey – Arabic Patients <ul style="list-style-type: none"> Recommendations will be implemented on 4 East Working on a checklist
	Item 21	<u>Confidential Items</u> <ul style="list-style-type: none"> Nothing to report
Part D	Governance Items	
	Item 22	<ul style="list-style-type: none"> Nothing to report
Part E	New Business	
	Item 22	<u>Expression of Interest (EOI) – Consumer Representative for the St George Hospital Food and Nutrition Committee</u> <ul style="list-style-type: none"> Priority list of Committees for Consumer attendance to be investigated

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	Item 23	<p><u>Allied Health Quality Forum Evaluation</u></p> <ul style="list-style-type: none"> • Jan Denniss advised that it was an excellent forum, however she was disappointed that there was no Hospital Executive reps or Doctor's in attendance • Peter Brown also attended • Survey to be completed for those who attended
<p>Part F Business Without Notice</p>		
<p><u>Letter of Appreciation</u></p> <ul style="list-style-type: none"> • Rod Lynch suggested that a letter of appreciation be sent to Jose Sago for his attendance and contribution to this Committee 		
<p>Part G Meeting Close</p>		
	Item 13	<p>Next Meeting Date Tuesday 27th May 2014 at 9am, Boardroom, The George Hospital</p>
<p>CERTIFIED A CORRECT RECORD</p> <p>..... <i>RODNEY E. LYNCH</i> Name</p> <p>.....  Signature</p> <p>..... <i>27-5-14</i> Date</p>		