

St George Hospital Consumer Advisory Group

Tuesday 22 September 2015 at 9.00am

Seminar Rooms 1 & 2, Ground floor, Research & Education Building
St George Hospital



Health
South Eastern Sydney
Local Health District

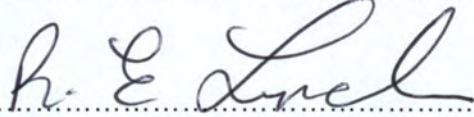
Minutes

	Description
1	<p>Present:</p> <ul style="list-style-type: none">• Susan Hanrahan, Consumer Representative• Rod Lynch, Consumer Representative (Chair)• Leisa Rathborne, SGH General Manager• Kristin Mills, NESM• Jonathan Devasagayam, SGSHHS Corporate Services Manager• Paul Holdsworth, Consumer Representative <p>In Attendance:</p> <ul style="list-style-type: none">• Kim Wrightson, SGH Community Relations Officer (Secretariat) <p>Apologies:</p> <ul style="list-style-type: none">• Jan Denniss, Consumer Representative• Advija Huseinspahic, Consumer Representative• Trish Wills, SGSHHS Sector Manager, CPIU• Paul Sullivan, Consumer Representative• Lorna Stevens, Central & Eastern Sydney Primary Health Network• Peter Brown, Consumer Representative• Vicki Manning, SGH Director of Nursing• Elizabeth Martin, Consumer Representative
2	<p>Approval of Minutes</p> <ul style="list-style-type: none">• Minutes dated 28 August 2015 were not approved as there was not a quorum.
3	<p>Items Arising</p> <ul style="list-style-type: none">• Action items raised from the meeting held on 25 August 2015 were discussed.• All items completed. Comments made on:-• Item 6.8 – SGH Food & Nutrition Committee – Contact made with Janet Bell who has confirmed that the meeting date has changed to a Monday. Unfortunately this is not suitable to Susan Hanrahan, Consumer Representative. Janet Bell will discuss the meeting day with the Committee and advise Susan Hanrahan appropriately.• Item 6.14 – Investigate signage/information about the pick-up/drop off area at the Kensington Street Car Park – Jonathan D advised that the signage in place was due to the budget allocation. The car park has now been handed over to Metro Parking Group. Metro have been advised of the signage concerns. Utilisation of this parking area has increased.
4	<p>Declaration of Conflict of Interest</p> <ul style="list-style-type: none">• Nothing to report

5	<p>General Business</p>
	<p>5.1 Report from the Chair – Rod Lynch</p> <ul style="list-style-type: none"> • 9 pages of documentation have been reviewed by the CAG members. • Article in the St George and Sutherland Shire Leader advising that Vicki Manning, Director of Nursing received an award. • Article in the St George and Sutherland Shire Leader dated 13 August 2015 that issues of concern identified by members of the SGH CAG addressed (verbally, in writing and at forums) with the Kogarah City Council and Mark Coure, State Member for Oatley have resulted in the following decisions:- <ul style="list-style-type: none"> - The upgrading of traffic control lights to address the identified phasing deficiencies at the intersections of Kensington and Montgomery Streets; and Kensington and Belgrave Street, Kogarah. - The TAFE parking area on the corner of Kensington and Montgomery Streets, Kogarah will be open on weekend and public holidays from this month, which will assist with the parking problems in the vicinity of the hospital. Wilsons Parking will manage the TAFE parking area with users paying by the hour on exit.
6	<p>Standing Items</p>
	<p>6.1 SGH Patient Flow & Demand Management Strategic Committee – Paul Sullivan</p> <ul style="list-style-type: none"> • Deferred
	<p>6.2 SGH Patient Safety and Quality Meeting – Jan Denniss</p> <ul style="list-style-type: none"> • Meeting scheduled for 28 September 2015.
	<p>6.3 SGH Signage Committee – Jan Denniss</p> <ul style="list-style-type: none"> • Meeting scheduled for 24 September 2015 has been cancelled.
	<p>6.4 SGH Infection Control Committee – Jan Denniss</p> <ul style="list-style-type: none"> • Deferred
	<p>6.5 Enhanced Recovery After Surgery Committee (ERAS) – Elizabeth Martin</p> <ul style="list-style-type: none"> • Nothing to report. Next meeting scheduled for 23 September 2015.
	<p>6.6 District Steering Committee for Falls Injury Prevention in Health Facilities – Jan Denniss</p> <ul style="list-style-type: none"> • Nothing to report.
	<p>6.7 SGH Falls Prevention Committee – Paul Holdsworth</p> <ul style="list-style-type: none"> • Paul Holdsworth advised that discussions revolved around the new builds. They have participated in the consultation process.
	<p>6.8 SGH Food & Nutrition Committee – Susan Hanrahan</p> <ul style="list-style-type: none"> • Meeting held on 21 September 2015. Susan Hanrahan was unable to attend.
	<p>6.9 Central and Eastern Sydney Primary Health Network – Lorna Stevens</p> <ul style="list-style-type: none"> • Report not submitted.
	<p>6.10 Clinical Council Report – Rod Lynch</p> <ul style="list-style-type: none"> • Meeting held on 18 September 2015. • An address by Dr Charlotte Hespe, Chair of the Central & Eastern Sydney Primary Health Network giving an overview of the organisation and outlining the opportunities for collaboration. • An address by A/Professor Andrew Georgiou on the subject of Pathology Variation Data, focusing on the duplication of pathology tests being ordered within the system. • An address by Ivan Koprivic, representing ABF Program Fractions, explaining the process of costing service supply within the hospital.

	<ul style="list-style-type: none"> Rod Lynch raised the issue of the Draft Service Level Agreement with Leisa Rathborne. Once signed/finalised it will be submitted to the Clinical Council Meeting. Leisa Rathborne advised that the Ministry gives the District a Service Level Agreement regarding the proposed achievements in a 12 month period. Ideally the new 5 service lines will have a contract with the Executive regarding KPI's. It is estimated that it will take 12 months before this comes into effect.
	<p>6.11 General Manager Report – Leisa Rathborne</p> <ul style="list-style-type: none"> Hospital restructure is going through the consultation stage. Has been presented to staff and the Unions. Comments have been collated and will be sent to the Chief Executive to be signed off. District is offering voluntary redundancies to non-clinical staff. Depending upon the service history, it is approximately one year's salary. New Sleep Laboratory opening this Thursday 24 September 2015. Located near the Kensington street entrance. Minister will be opening the service. Re-build works going well. User groups continue to meet. Gray Street Entrance redevelopment - plans were for a large stair case to be installed to assist with the pedestrian access. Architects have designed a better solution. At the back of the new ED will be a new 4 level Atrium.
	<p>6.12 Nursing Update – Kristin Mills</p> <ul style="list-style-type: none"> Nothing to report.
	<p>6.13 Quality and Safety Update – Trish Wills</p> <ul style="list-style-type: none"> Deferred
	<p>6.14 Corporate Services Update – Jonathan Devasagayam</p> <ul style="list-style-type: none"> Activities have revolved around the future redevelopments. User groups are nearing the sign off of reports. Signing off on the layout of the wards will occur in the upcoming weeks.
	<p>6.15 Confidential Items</p> <ul style="list-style-type: none"> Nil
7	<p>Reports for Noting</p>
	<p>7.1 Volunteer Report</p> <ul style="list-style-type: none"> Committee advised that the Volunteers will be attending a training day for Falls Prevention on 7 October 2015.
	<p>7.2 Diversity Health Report</p> <ul style="list-style-type: none"> Report noted
8	<p>Governance Items</p> <ul style="list-style-type: none"> Nil
9	<p>New Business</p>
	<p>9.1 OrBiT Report – Leisa Rathborne</p> <ul style="list-style-type: none"> New District platform devised to allow quick access to our data and reports. KPI Dashboard <ul style="list-style-type: none"> Covers all measures in our service level agreement from the Ministry. Tabled on a monthly basis. Each colour shows if we have reached our targets (meeting target; just outside the target; not meeting the target)

	<ul style="list-style-type: none"> • Patient Safety Dashboard <ul style="list-style-type: none"> - Ensures that we are providing safe care to our patients. Looks at issues such as pressure injuries; incidents; complaints etc - Assessed by A to E categories. A – Improvement; B - No change in time; C – Increase in numbers of incidents; D – Increase in incidents over time; E – Increase over time and increased over the month. - You can click into each section to review the charts - Data coming out of IIMS. Cases reviewed and recommendations are made. • IIMS Dashboard <ul style="list-style-type: none"> - Looks at all incidents. - Shows monthly incidents and by type. - Categories show the seriousness of the incident (SACs) - Look at the ward stats. - NUM's can review the data and discuss it with their staff. - Data shoes individual incidents. Permission is required for each level. • Staffing <ul style="list-style-type: none"> - Shows staff levels on a monthly basis eg increase in staffing levels in October 2014 due to the opening of the new ED. - Shows overtime stats; agency usage; staff sick leave. - Breakdown of staffing issues by cost centre.
10	Business Without Notice
	<ul style="list-style-type: none"> • Rod Lynch advised that Elizabeth Martin's mother recently passed away and that we would like to send her a card on behalf of the Committee.
11	Meeting Closed Date of next meeting – Tuesday 27 October 2015 at 9.00am, Boardroom, 4 th Floor, James Laws House, St George Hospital

CERTIFIED A CORRECT RECORD	
.....	RODNEY E. LYNCH
Name
.....	
Signature
.....	27-10-15
Date