

SUTHERLAND HOSPITAL AND COMMUNITY HEALTH SERVICES

LOCAL COMMUNITY ADVISORY COMMITTEE

Date: Wednesday 5 March 2008
Venue: Group Rooms, Level 2, Sutherland Hospital
ATTENDEES: Bronwyn Carruthers, Colleen Loder, Paul Moore, Robert Brice, Sarmistha Kar, Brenda Hagan, Lisa Broadley and Wendy Fyfe (Minute Secretary)

Item	Comments
1. Apologies	Sue Shilbury and Lyndall Howes
2. Acceptance of Minutes – 6 February 2008	Meeting of the 6 February 2008 was deferred as there was not a quorum present. Bronwyn Carruthers has asked that future minutes and agendas be distributed to committee members within two weeks following the meeting. Minutes of meetings to be placed on internet.
3. Terms of Reference	Adopted and endorsed. Minute Secretary to circulate revised document to members.
4. Draft Central Hospital Network Health Services Plan – Consumers comments	. Wording needs to be in layperson friendly terms . layout should be one page per topic Committee to discuss more comments at next meeting where a consolidated response to the Hospital Executive will be prepared Bronwyn Carruthers advised that fast tracking in place with an increase of doctors and nurses Two nurse practitioners are now in Emergency and advertising two for Aged Cared has commenced

<p>5. Accreditation feedback</p>	<p>Bronwyn Carruthers advised committee that the final feedback has not been received with a few areas needing to be reviewed again – initial feedback was very good. Copy of report will be passed onto members when received – probably in about two months</p> <p>Flowcharts which are going in each patient’s room are still being developed – ready to go to print. BC to bring to next meeting.</p>
<p>6. Areas of Interest</p>	<p>Emergency - Sarmistha Kar, Robert Brice and Brenda Hagan Aged Care - Brenda Hagan General Surgical – Sarmistha Kar Paediatrics – Sarmistha Kar Health Promotion – Robert Brice Cardiac – Paul Moore Quality Management – Paul Moore Safety and Performance – Colleen Loder Neurosciences – Colleen Loder</p> <p>A list of different areas of interest to be sent with minutes</p>
<p>7. Election of Chairperson</p>	<p>Election took place as a quorum was present – Brenda Hagan was nominated by Colleen Loder and seconded by Robert Brice. Brenda accepted the position.</p> <p>It was decided that this position would be an Interim Position for six months as suggested by Brenda. Review at September 2008 meeting</p>
<p>8. Representatives on Committee</p>	<p>Report back from Lisa Broadley on the Area Health Advisory Council February 2008 meeting. Issues raised at TSH CPC meetings should be passed onto this Area Committee</p> <p>Lisa advised that the request for the committee to nominate a representative to join the Area Consumer Advisory Committee should be held over while the Area Health Advisory Council (AHAC) considers an alternative model for consultation between AHAC and consumers, which will legitimise the role of the CACs and encourage open communication.</p> <p>Issues relating to process of committee and concerns relating to Area matters and a member from the TSH CPC should be elected to the AHAC</p>

<p>9. Matters arising for next meeting</p>	<p>Suggested that standing Agenda Items should include information about OH&S, Equipment requirements, Carer issues, Allied Health recruitment eg Physiotherapists and Heart Support/Clinic</p> <p>Feedback on Accreditation outcome</p> <p>Contact list of Committee members to be circulated to all members</p> <p>Linda Vari and Wendy Fyfe will be joint-secretary of the committee and can be contacted regarding any issues to be added to the agenda or any information regarding the committee, apologies for non attendance of meetings etc.</p> <p>Update on flowchart being developed for each patient room and update on information re single room accommodation.</p> <p>Update on Aged Care Assessment Area – Barkala</p> <p>Representative from Emergency to attend meeting to brief Committee on emergency department</p> <p>Readvertising of new committee members will be carried out by Lisa Broadley – Lisa to report on.</p>
<p>10. Next meeting</p>	<p>Wednesday April 2 2008 – 5.00 pm – Apology from Bronwyn Carruthers, Melinda Pascoe, Acting Director of Nursing and Patient Services will attend Group Room, Level 2 (same room as last meeting – ask staff at reception desk for directions)</p>