

SUTHERLAND HOSPITAL AND COMMUNITY HEALTH SERVICES

LOCAL COMMUNITY ADVISORY COMMITTEE

Date: Wednesday 3 April 2008
Venue: Group Rooms, Level 2, Sutherland Hospital
ATTENDEES: Mel Pascoe, Sue Shilbury, Colleen Loder, Paul Moore, Robert Brice, Sarmistha Kar, Brenda Hagan (Chairperson), Linda Vari (Minute Secretary)

Item	Comments
1. Apologies	Bronwyn Carruthers on leave. Linda to follow up Felicity as she has not been in attendance for some time.
2. Acceptance of Minutes – March 2008	Point no.6 is incorrect. A new list of hospital Committees will be sent to all members prior to next meeting. Members will decide which areas they would be interested in and bring to next meeting. Minutes otherwise accepted by Colleen Loder and seconded Robert Brice
3. Matters Arising from Previous minutes: i) Draft Central Hospital Network Health Services Plan – Consumers comments	Page 17. Key Strategic Directions: Sue Shilbury explained this served as a framework in which we developed our plan. Consumers are invited to attend strategic planning days for various areas/services/departments as well as their quality activity days e.g. patient brochure development. Some of the areas in the plan have already been achieved e.g. Cath Lab. Cardiac Thoracic plan; has not been amended. Mel Pascoe will notify Janelle Buncombe. Consultant Haematologist is based at St George but could attend TSH for consultations. Budgets: St George and TSH have their own budgets.
ii). Accreditation feedback	Fire and Evacuation training has taken place. Electrical safety checks have been completed. We have been accredited but are awaiting formal notification.
Communication Flowchart	The Communication Flowcharts are being altered and will then be approved by Sue Shilbury. BC will then table at the next meeting.
iii) Areas of Interest	Committee Lists to be emailed to members

iv). Representatives on Committee	Lisa Broadley not present
vi). Update on Aged Care Assessment Area.	Mel Pascoe gave an update on the new area in Barkala where elderly patients admitted to hospital will be assessed. This will take the load off the Emergency Dept.
vii). Re-advertising for new Committee Members	Lisa Broadley not present.
4. OH&S	Evacuation procedures: two staff from Security gave information to the group on Evacuation procedures. If evacuation is required consumer members are to go behind MRD (material Resources Division) building near Southcare. In case of fire dial 777 on ordinary phones. The red phones will automatically go straight to Security.
5. New Business: i) opening of Renal Unit	The consumer Committee is invited to the opening of the unit by the Premier on Friday 4 th April at 11am.
ii) Quest Speakers	A representative from various hospital committees to be invited to address Committee at each meeting if possible.
iv) Areas of assistance	Sue Shilbury stated that Consumers can assist the hospital with interviewing patients and carers and assisting with signage audits.
v) Traffic Management Survey	This will be carried out by an external group. Nick Skelparis will be asked to provide information for the next meeting
vi) Allied Health	Colleen Loder inquired as to recruitment. Have positions been advertised? Sue has approved all positions and will check whether these positions have been advertised and if there have been applicants.

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vii) Nursing	<p>An additional R.N. has been allocated to the fast track area in ED each shift. There are two Transitional Care Nurse practitioners in ED available 7 days. Clinical Initiative Nurses are able to plaster, suture, etc. An advertisement has been placed for a Nurse Practitioner for Aged Care Assessment unit which is located in Barkala (up to 15 beds)</p> <p>Nil by mouth sign over bed: in some instances the sign has not been over the bed and kitchen staff have left morning and afternoon tea for the patient. Mel Pascoe to send a Memo to all Nursing staff.</p> <p>Hearing impaired patients: These patients should be identified e.g. with a colour code.</p> <p>Mel Pascoe to add this item to the Agenda for the next Safety and Performance committee meeting.</p>
viii) Medical	<p>Arthritis: Sarmistha Kar inquired as to whether TSH has any preventative education in this area. TSH does not and patients need to contact St George Hospital or the Arthritis Council for information.</p> <p>Peri operative beds: ten beds will open for Winter.</p> <p>There is now a new full time Paediatric specialist.</p> <p>Language problems: it was mentioned that some JMO'S have difficulties in this area. Pharmacists now check all medication sheets and have picked up mistakes</p>
ix) Other services	<p>Falls prevention; does the hospital have falls prevention education for outpatients?</p> <p>Transitional Care: What services do we have?</p> <p>Linda to investigate.</p>
x) Education	<p>Could secretaries email any information on courses etc to committee members if relevant.</p>
6. Next Meeting	<p>Wednesday may 7th 2008 Ante-Natal Clinic group room 2</p>