

SUTHERLAND HOSPITAL AND COMMUNITY HEALTH SERVICES

LOCAL COMMUNITY ADVISORY COMMITTEE

Date: Wednesday 7 May 2008

Venue: Group Rooms, Level 2, Sutherland Hospital

ATTENDEES: Brenda Hagan (Chairperson), Colleen Loder, Lyndall Howes Paul Moore, Robert Brice, Felicity Simmons
Wendy Fyfe (Minute Secretary)

Item	Comments
1. Apologies	Bronwyn Carruthers and Sarmistha Kar, Lisa Broadley
2. Acceptance of Minutes – April 2008	Minutes Accepted – Robert Brice seconded by Colleen Loder
3. Matters Arising from Previous minutes:	Flowcharts will be hung in areas soon – maintenance will carry this out
a) Communication flowcharts	
b) Representatives on committee	No report – Lisa Broadley not present
c) Re-advertising for new Committee Members	Ad for new committee members which is going in the Leader is with Area Media at the moment and will be in the paper probably in 2-3 weeks time
d) Areas of Interest	Committee Lists was email to members but they felt that the list are incomplete as there are several areas not included on the list eg Emergency – to look at for next meeting
e) Traffic management Survey	No report received from Nick Skleparis

Item	Comments
f) Allied Health Positions	A new Area Manager for Allied Health has been employed
<p>4. Standing Agenda Items</p> <p>Feedback from allocated committees</p> <p>Hospital Update</p>	<p>No report</p> <p>Announcement to Committee that Sue Shilbury was leaving Sutherland on Friday 9 May to take up position as General Manager with the Northern Sydney Area Health Service based at North Sydney Hospital</p> <p>Hearing impaired patients – this will be shown in the patients notes</p> <p>Nil by mouth signs will be on white boards and this will be promoted throughout the wards</p> <p>Nurse practitioner – aged care is being re-advertised</p> <p>Aged care assessment advertisement going well</p> <p>Preparations for celebrations of our 50th birthday Open Day in October 2008 is taking place with Brenda and Colleen being on the organising committee.</p>
<p>5. New Business</p>	No report

<p>5. Guest Speakers</p>	<p>Michael Golding, Director Emergency Department and Shirley Leong, Nurse Unit Manager, Emergency Department attended the meeting.</p> <p>Michael assured the staff that there was a very good working relationship with the staff in emergency. Staff seem satisfied with the conditions and he is willing to improve systems in Emergency to make things run smoother and to have happier staff.</p> <p>He and senior staff are training the Interns in a way that they feel responsible for their patients and the decisions they make. There is a two day orientation program with senior staff and the interns are trained to use their notes on patients in a more satisfactory manner – no need to make copious notes be brief but with necessary information.</p> <p>Michael reported that the “fast track” system is working satisfactorily and the triage nursing has improved with less complaints being received about the waiting time.</p> <p>Michael stressed that the sign “waiting room” has been removed to “Reception” so that the word “waiting” does not occur in the Emergency Dept.</p> <p>He is working on a numbers system in the Reception area so that people can see their order of service.</p> <p>Emergency Nurses are now doing cannulars which assists the medical staff and all new graduates much have competency to carry out cannulations so the progress through Emergency is speedier.</p> <p>Implementation of two full time Nurse Practitioners to strengthen the service delivery.</p> <p>Staff now have 8 hour days and are more satisfied with their work. Overlapping shifts have improved the situation with 60% senior staff on day shift progression with training and up-skilling of nursing and intern staff an improvement</p> <p>Michael advised committee that he would be happy to have some of them join their meetings.</p>
<p>6. Next Meeting</p>	<p>Wednesday 7 May 2008 Group Room 1</p>