

SUTHERLAND HOSPITAL AND COMMUNITY HEALTH SERVICES

LOCAL COMMUNITY ADVISORY COMMITTEE

Date: Wednesday 4TH June, 2008
Venue: Group Rooms, Level 2, Sutherland Hospital
ATTENDEES: Paul Moore, Robert Brice, Colleen Loder, Felicity Simmons, Lyndall Howes, Lisa Broadley, Linda Vari
 (minutes).

Item	Comments
1. Apologies	Sarmistha Kar, Brenda Hagan, Leanne Mills. Bronwyn Carruthers
2. Acceptance of Minutes – March 2008	confirmed
3. Matters Arising from Previous minutes:	
i) Flowcharts	Bronwyn Carruthers not present
ii) Representatives on Consumer Committee	Lisa Broadley informed group that 3 applicants will be interviewed on June 25 th at TSH.
iii) Traffic Management Survey	No response from Corporate Services Manager. Linda to follow up with Director of Nursing.
iv) Allied Health positions	Bronwyn Carruthers not present
v) Falls Prevention At TSH Falls Forum	Linda to email information to members Lisa Broadley to report on at the next meeting
vi) Transitional Care	Linda to email information to members.
vii) Hospital Committees Participation	It was mentioned that at POW there are Consumer reps on the Quality and Safety Committee and the Falls Committee. Consumers at TSH requested details of hospital committees to be emailed to them before next meeting. This to include time ,date, contact person and venue.

4. Standing Agenda Items:	
i) Feedback from Committees	Linda to follow up and email to group
ii) Hospital Update	Bronwyn Carruthers not present
iii) Clinical Plan	Bronwyn not present
5. New Business:	
i) Consumer group profile	It was decided by the Committee that it would like to promote itself to the community. It was suggested that a notice be put up in the front foyer of the hospital with a mail or suggestion box underneath. No personal details of the group to be given out. Lisa Broadley to design a form to be used by community for suggestions or comments. Signs would be displayed on wards informing visitors/patients of suggestion box.
ii) Patient Survey	Committee would like to view the results of this survey. Bronwyn Carruthers to action.
iii) Pain Relief Brochure	Brochure to be emailed to the committee for comment.
5. Patient Care:	
i) Accessing change	Patients or visitors find it very difficult to access change after hours for T.V
ii) Patient's Telephone Service	Telephone connection after hours is also difficult as staff do not know or have time to assist. Could HOSTEL devise a new system.
iii) Patient Feeding	It was mentioned that the Area is looking into this as patients are unable to open meals. QFS staff may be asked to do this. (Please note that there is a Volunteer Assisted Feeding programme on Barkala at lunch time five days a week. This will be increased to Killara)
Iv) Signage	It has been noted that "nil by mouth" is not being put up on existing whiteboards. The whiteboards sometimes remain blank and can take up to 2 or 3 days to have patient's name written up.

v) Relative feedback	It has been noted that this is lacking.
vi)Communication with Patient	This is also poor. It needs to be addressed.
6.Guest Speaker	An apology was received from Nicole Smith who had a prior engagement. She will be available for next meeting.
Next meeting:	Wednesday 2 July 2008 at 5pm in the ante-natal clinic group room 2