

SOUTH EASTERN SYDNEY & ILLAWARRA AREA HEALTH SERVICE

SUTHERLAND HOSPITAL AND COMMUNITY HEALTH SERVICE

CONSUMER ADVISORY COMMITTEE MEETING MINUTES

Date: Wednesday December 1, 2010

Time: 5.00pm – 6.30pm

Venue: Group Room 1, Level 2

Item 1:

Attendance: Peter Lewis(Chair), Brenda Hagan, Lyndall Howes, Robert Brice, Colleen Loder, Deborah Allison, Chris Bentley, Kristy Owen, Nick Skleparis, Corporate Service Manager, Melinda Pascoe (A/DON), Penny Glezellis, Community Partnerships Officer.

Apologies: William Veitch, Cath Whitehurst (GM), Bronwyn Carruthers (DON)

Item 2: **Acceptance of Minutes of the previous meeting held on November 3, 2010 were confirmed.**

Item 3: Matters Arising from Previous Meeting

3.1 Update on Parking:

Nick reported on the following:

The hospital is awaiting the arrival of the electronic credit card software program for the new pay machines - Nick has requested an urgent update on this issue.

Access parking cards were distributed to the committee. Nick explained that the cards are to be used when attending meetings and are valid for a year. The parking cards are not waterproof and will not work if they are wet - in order to rectify this problem it is envisaged that film will be placed over the cards.

The Parking Officer position remains vacant - Nick has been advised that the position needs to be filled by internal staff who have the authority to issue infringement notices - he is currently awaiting advice from NSW Police on this issue.

Chris enquired if any action had been taken of the branches located outside the hospital that are blocking the hospital's signage – Nick to follow up.

3.2 Update on Area Community Partnerships Unit issues:

Penny reported that Community Partnerships Officer position will be reporting to the Local Hospital Network under the new structure.

3.3 Feedback from the SSWAHS Community Partnerships Conference:

Brenda reported that the conference was good in terms of networking with other consumer representatives from other area health services.

Brenda and Peter noted that a Community Participation newsletter is circulated quarterly to all the SSWAHS consumer representatives - the newsletter provides updates on what each hospital is doing as part of consumer participation. Penny reported that a similar newsletter for South Eastern Sydney Local Health Network consumer participation is being looked at for 2011.

3.4 Work Plan 2010

Penny circulated a copy of the pre-admission information pamphlets. It was agreed the information be photocopied and sent to the committee for review and comment.

Kristi mentioned the benefits of the committee working from a strategic framework in order to assist the Hospital in what they want to achieve for the year. Discussions were centred on the Caring Together recommendations as the framework for next year.

Action: Penny to send the most recent Caring Together Recommendations and most recent progress report to the committee.

Item 4: Standing Agenda Items:

4.1 Committee Member Reports

Peter reported that he recently met with Bob Farnsworth, Chair of AHAC to discuss the functions of the Consumer Advisory Committee.

Kristi reported that there needs to be clarification on what information can be disclosed from the Clinical Council meetings – a suggestion was made to discuss this at the February meeting with Cath Whitehurst with a view to clarify this issue.

4.2 Hospital Update

Nick and Melinda provided the hospital update on behalf of Cath Whitehurst. The following was discussed:

Planning documentation for the Emergency Department and Aged Care re-development projects have been sent to NSW Health - a response from NSW Health is expected in the new year.

Staff are currently being recruited for the additional 6 Aged Care beds. The 5 additional acute Emergency Department beds will be implemented by next week.

The NSW Nurses Association strike was held recently with plans for further strike action however the government has agreed to negotiate with the association so further strike action has been cancelled.

The hospital is going into the summer period commencing this week. The hospital will be closing 28 beds on the Coinda Ward from December 24, 2011 and will re-open the beds on January 27, 2011. There will be some reduction in surgery during this time but surgery will be back to normal on January 27, 2011.

Item 5. New Business

5.1 Committee Representation

There will be a review of committee member representation on other hospital committees at the February Meeting.

Meeting closed at: 18.30pm

Next Meeting: **Wednesday February 2, 2011**
5pm – 6.30pm
Room 1 Antenatal Clinic, Level 2
Sutherland Hospital