

SOUTH EASTERN SYDNEY & ILLAWARRA AREA HEALTH SERVICE

SUTHERLAND HOSPITAL AND COMMUNITY HEALTH SERVICE

CONSUMER ADVISORY COMMITTEE MEETING MINUTES

Date: Wednesday June 2, 2010

Time: 5.00pm – 6.30pm

Venue: Group Room 1, Level 2

Item 1:

Attendance: Brenda Hagan (Chair), Lyndall Howes, William Veitch, Kristi Owen, Colleen Loder, Gayle Jones(A/DON), Dawn Fowler (A/GM), Penny Glezellis, Community Partnerships Officer, Nick Skleparis, Corporate Service Manager.

Apologies: Peter Lewis, Sandy Hudson, Chris Bentley, Robert Brice, Deborah Allison, Cath Whitehurst (GM), Bronwyn Carruthers (DON).

Item 2: **Acceptance of Minutes of the previous meeting held on May 5, 2010 confirmed.**

Item 3: **Guest Speaker, Samantha Martin, Manager, Performance Management Unit**

Samantha Martin provided a presentation on 'Episode Funding'. The presentation covered the following: NSW Episode Funding Policy, Governance of Episode Funding in SESIAHS, Funding Models Framework-Targets & Payments and Monthly Episode Funding Reports for Review.

Item 4: **Matters Arising from Previous Meeting**

4.1 Update on Traffic Management Update/Gardens:

Nick informed the committee that sections of the public parking area will be fenced off next week as part of the car park upgrade.

The following work will be undertaken:

The new ticketing system has been ordered and is arriving from overseas. Two ticketing machines will be placed in the Hospital – one in the main foyer and the other in the Emergency Department.

Parking rates will increase after the upgrade – the Hospital is still deciding on the rate increase, however it is anticipated the maximum full day rate will be \$10.00. Special parking permits to be given for network staff working across both sites.

New line markings will be placed in the parking bays and the new pedestrian crossing which will be located near the front entrance.

The Parking Traffic Officer position description has been drawn up. The position will be full time and will involve security and enforcement of parking on site.

Additional lighting will be installed in the back car park area which is utilised by staff.

A consultant will advise the Hospital where the new RTA standard signs will go.

Four (4) large signage /direction boards will be placed in the Hospital. Suggestion made to include EFTPOS machines on the boards.

Natalie Porter the Hospital's Signwriter has been given the task of heading up the new signage committee. Penny will make contact with Natalie to arrange consumer representation on the committee.

Two (2) bike racks have been installed outside the Emergency Department and Killara.

The Hospital is currently looking at purchasing some new butt bins in the new financial year.

Photos of branches obstructing several Hospital signs will be taken and sent to Sutherland Council for action in the near future.

4.2 Update on Area Community Partnerships issues:

Appointment of the new SESIH Community Partnerships Manager will be announced in the coming weeks.

4.3 Increasing the Profile of the Committee:

The A3 posters have been placed around the Hospital this week. No email or voicemail messages have been received this week.

Item 5: Standing Agenda Items:

5.1 Committee Member Reports

Kristi mentioned that she is still awaiting direction regarding the issue of confidentiality and reporting of information from the Network Clinical Council to the TSH Consumer Advisory Committee.

5.2 Hospital Update

Dawn reported that the Hospital has been busy with an increase in patient activity. There has been an increase in patient attendance to the Emergency Department over the weekend – this is mainly due to the closure of Kareena Private Emergency.

The Simulation Laboratory which will be used for resuscitation training will be in operation when the new equipment is installed. The committee have requested a tour of the new facility once it is in operation.

5.3 Good News Stories

Penny circulated newspaper clippings of good news stories that relate to Sutherland Hospital.

Gayle Jones mentioned that she will arrange for Marie Hodgetts from CPIU to email letters of thanks to Penny who will forward them committee members – the letters will be de-identified.

Penny suggested that the South East Sydney & Illawarra Health (SESIH) CE Newsletter which is published weekly and emailed to all Hospital staff could be emailed to the committee members as it contains interesting and informative articles on what is happening within the SESIH – the committee agreed to having the CE Newsletter emailed to them with the minutes.

Item 6. New Business

6.1 No New Business to report.

Meeting closed at: 18.30pm

Next Meeting: Wednesday August 4, 2010
5pm – 6.30pm
Room 1 Antenatal Clinic, Level 2
Sutherland Hospital

