

MINUTES
The Sutherland Hospital
CONSUMER ADVISORY COMMITTEE MEETING
Date: Wednesday May 4, 2011
5:00 – 6:30pm
Venue: Group Room 1, Sutherland Hospital

Item 1: Attendance and Apologies

Peter Lewis	Chair, Consumer Representative
Brenda Hagen	Consumer Representative
Chris Bentley	Consumer Representative
Melissa Connolly	Applicant for Consumer Representative
Nick Skleparis	Director of Corporate Services
Gail Benson	Representative on behalf of A/Director of Nursing
Louise Saville	SESLHN Community Partnerships Officer

Lyndall Howes	Consumer Representative
Deborah Allison	Consumer Representative
Bill Veitch	Consumer Representative
Colleen Loder	Consumer Representative
Jan Heiler	A/DON

Item 2: Confirmation of Previous Minutes

Previous minutes confirmed.

Item 3: Matters Arising from Previous Minutes:

3.1 Work Plan 2010 - 2011

- a) Review of Pre-admission information – no report
- b) LS provided the Work Plan to members for review
- c) LS advised that presentation was not yet released.

Action: no action required

3.2 Committee Representation

Committee requires a full list of the committees that they can choose to represent on.

Action: JH to provide a list of committees

3.3 SESLHN Clinical Services Plan

Action: JH to provide the Clinical Services Plan

3.4 Volunteer Assisted Feeding Program – Aged Care

LS advised that a story was being submitted to the Leader on the program for Volunteer Week in May.

Action: No action

3.5 Look Alike Sound Alike Drugs

LS has contacted Pat South at the request of PL to obtain further information on the LASA issue, the request is still pending.

Action: LS to follow up with Pat South

3.6

TSH CAC Profile

LS advised that the flyers done to raise the profile of the CAC have worked as we have a new applicant – Melissa Connolly.

LS advised that the new flyers will be distributed around the hospital in coming weeks.

Item 5:

Standing Agenda Items:

4.1

Committee Member Reports

PL advised that he attended the Disaster Planning meeting last week, no information to report.

Clinical Council hasn't met this month.

4.2

Hospital Update

Nick Skleparis advised that he has received the revised plans for the Safe Assessment Room in the Emergency Department. The work totalling \$90k has been budgeted in this financial year. GB advised that the room was used for securing Mental Health patients who were a threat to themselves, staff and other patients and that the current location of the room is not suitable because of its proximity to the fast track area.

The new room will have external access for Police who are escorting patients into the facility and provide a much more secure and appropriate assessment area for these patients.

NS advised that he had met with Michael Gold, ED Director, Jan Heiler, Director of Nursing and Peter Lewis, Rotary Caringbah to discuss the funding of an EMU (Emergency Medical Unit) adjacent to the ED. PL advised that Rotary was looking for a large project to reconnect the community with the Hospital.

NS advised that a Traffic Officer had been appointed to start soon and that a % of the money collected in fines would come back to the hospital. NS also advised that the staff carpark cards had been distributed and that there were still 100 people who had not collected their cards.

4.3

Hospital Dashboard

GB presented the committee with copies of the Access Dashboard and explained the different measures that are.

GB advised that a new procedure was being put in place to email discharge summaries through the St G PABX to GPs.

CB requested access to other Dashboard reports.

Action: Jan to provide copies of the Dashboard as requested.

4.4

Community Partnerships Unit Update

LS advised that there had been no further development in finalising the structure of Community Partnerships following the election. LS advised that Community Partnerships were taking the opportunity to review the current model used for Community Engagement. The model currently in use has not been reviewed for

approx 10 years and it may not be the best model to use for consumers in the health system.

4.4 Correspondence In and Out
Nil

Item 5: New Business:
Nil

Meeting closed at: 6.20pm

Next Meeting: Wednesday, 1 June 2011
5:00 – 6:30pm
Sutherland Hospital
Group Room 1, Antenatal Clinic