

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

Item 1: Attendance and Apologies

Peter Lewis	Chair, Consumer Representative
Chris Bentley	Consumer Representative
Melissa Connolly	Consumer Representative
Colleen Loder	Consumer Representative
Bill Veitch	Consumer Representative
Lyndall Howes	Consumer Representative
Robert Bryce	Consumer Representative
Jan Heiler	A/DON
Maria Jessing	SSGHHS CPIU
Nick Skleparis	Director of Corporate Services

Deborah Allison	Consumer Representative
Brenda Hagen	Consumer Representative
Louise Saville	SESLHD Community Partnerships Officer

Item 2: Confirmation of Previous Minutes

Previous minutes confirmed. Christie Owen and Robert Brice were apologies for the last meeting.

Item 3: Presentation on EQUIP by Maria Jessings, CPIU:

Maria provided an overview of the EQUIP process, SSGHHS is currently heading into phase 2 of the EQUIP process. Hand out provided to committee.

47 Criterion – 3 major areas, CLINICAL/SUPPORT/CORPORATE, extensive process. Process is a system review. Organisation-wide survey for 1/52 in December. Comments re: knowledge of general public. MJ thanked for her attendance and presentation.

Item 4:

4.1 Committee Representation

LS to distribute a list prior to the next meeting. Christie raised the issue of confidentiality.

Action: LS to distribute list to committee members and provide a copy of the confidentiality agreement.

4.2 Clinical Services Plan

Action: JH to provide copy at next meeting.

4.3 Look Alike Sound Alike Drugs

Action: Nil

4.4 Hospital Dashboard
Hospital dashboard presented along with KPI's on infection rates provided

Item 5: Standing Agenda Items:

5.1 Committee Member Reports
CL reported on the ED meetings, staff put energy and through into managing patients. Other people cause problems in the process.

5.2 Hospital Update

Tree lopping schedule for TSH grounds
Action: JH to follow up with NS

5.3 Community Partnerships Update
Deferred to next meeting.

Item 6: New Business:

6.1 Members reported difficulty opening pre-admissions brochures sent out as email Attachments.

Action: LS to send out via mail.

6.2 Issue raised of an Emergency Department baby change table.

Action: JH to follow up with ED NUM.

6.3 TV rental – question was asked about how we can improve the service.

Action: LS to contact SSGHHS Communications Manager

6.4 Chat and Relax café – dirty, untidy and lights not working.

Action: JH to contact NS regarding this issue.

Meeting closed at: 6.30pm

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