



Meeting: Northern Network Consumer Advisory Committee

Date: Monday 10th January 2011

Chair: P South

Minute taker: G Looney

1. Present: P South, G Looney, S Nicholson, J Titterton, H Walker, S Hoskins-Marr, A Bernard.

Apologies: D Kennedy,

2. Confirmation of previous minutes: The minutes of the meeting held on Monday 10th January 2010 were confirmed to be a true and accurate record of the proceedings by Shirley Hoskins-Marr.

3. Matters arising from Previous Minutes

Issue	Discussion	Action Required	Who	Due	
3.1	Medicare Access Point	Ongoing matter.	Ongoing item.	P South	Feb 2011
3.2	Public transport to POWH – views of local community centres	Item on hold, still waiting for feedback. J Titterton tabled a brochure from The Junction Neighbourhood Centre titled 'How to find your nearest community transport provider'. The committee agreed with the benefits of this type of information being available to the local community.	Ask D Kennedy to follow up with the possibility of creating a similar brochure for the hospital	P South D Kennedy	Feb 2011 Feb 2011
3.3	Letter to NN General Manager re equipment funded in capital plan	Nil report.		P South	Feb 2011
3.4	CAC Information Brochure / Flyer	P South to follow up with R Bignell and the progression of this work.		P South and R Bignell	Jan 2011
3.5	Medication Incidents	Letters to key organisations raising the committees concerns of 'look alike sound alike drugs' will be sent out this week.	Send out letters	G Looney	Jan 2011
3.6	Review of Brochures	A number of hospital brochures are currently out of date and need reviewing.	Contact dept heads to forward all hospital brochures to committee.	G Looney	Feb 2011

			Committee to review and mark brochures with review date. To add to work plan		
3.7	School Children	Discussion regarding the amount of school children using the hospital as a thoroughfare and the poor behaviour demonstrated. Issues raised in relation to security and safety to patients. A Bernard has previously written to the local school Principals raising these concerns, situation difficult as school principals unable to control the school children outside of school hours.	A Bernard to rewrite to school Principals of the four local schools in the first week of school to raise concerns.	A Bernard	Feb 2011
3.8	Churn Report	The previous report found no significant areas for concern. The patient flow unit will re look at this report in February 2011. P South suggested the report run every three months, although H Walker suggested this may depend on the areas being looked at and the results from the report	Awaiting next report	H Walker	March 2011
3.9	Bed Replacement Sponsorship	Item held over until next meeting.		D Kennedy	Jan 2011

4. Agenda Items

	Issue	Discussion	Action Required	Who	Due
4.1	Reports from committees represented by consumers	S Nicholson <u>QOCC</u> Issues raised regarding food trays being removed before patients have an opportunity to eat their meals, and issues with the able to order meals after 5pm. Jan Titterson <u>Patient access meeting</u> Discussion around the decrease in presentations to the hospital, figures indicate a 15% drops. Relates to reduced funding. Reasons outlines for the decrease suggest the walk in presentation may be due to the building works, trauma cases are going to St George and a milder winter.	Ongoing agenda item.	Consumer Reprs.	Ongoing agenda item

4.2	Consumer feedback – Emails/phone line	Nil to report			Ongoing agenda item
4.3	Community Partnerships Update / Local Group Liaison	Item held over till next meeting		P South	Ongoing agenda item
4.4	Review of CAC Work Plan	Item held over till next meeting	P South to discuss with H Walker		Ongoing agenda item
4.5	Ongoing Committee and Membership	A Bernard to write to T Clout to state intention to recruit to committee in first week of February. Successful applicants will receive training and orientation			
4.6	Consumer representation for Falls Committee	Unable to provide representation until recruitment to vacant committee positions have been filled.	G Looney to provide feedback to Falls committee		

5. Business without notice

	Issue	Discussion	Action Required	Who	Due
5.1	Overview of New Local Health Network	A Bernard provided an overview of the new local health network structure.	Nil action required		
5.2	Stroke Initiative	S Nicholson raised concerns in regard to the Stroke initiative with recent advertisement suggesting changes to services. Services depend on a number of factors such as CT scanners, trained Neurologists, angio suite, injecting of TPA. A Bernard commented this is not a service that is going to be reduced at POW.			

5. Next Meeting Monday 14th February 2010, 4pm-6pm, Meeting Room B, Executive Unit, Prince of Wales Hospital.

6. Meeting closed at 17.10 pm.

Accepted as a true record: _____

Signature Chair

Date: