



Grampians Pyrenees Primary Care Partnership “BATS” Sub Committee

This Subcommittee oversees the business of GPPCP in relation to Service
Coordination and Prevention & Management of Chronic Disease

MINUTES

Wednesday 13th of April 10:00am
Grampians Community Health, Ararat.

COMMITTEE	AGENCY	
Yvonne Robinson	Ararat Rural City	Present
Stephen Darbin	Beaufort and Skipton Health Service	-
John Koopmans	Department of Health	-
Rae King	Department of Veterans Affairs	Apology
Julia Ogdin	East Grampians Health Service	Apology
Marlene Goudie	East Grampians Health Service	Present
Danny Stone	East Wimmera Health Service	Present
Kate Astbury	Grampians Community Health	Apology
Chantal Thomas	Grampians Pyrenees PCP	Present
Melissa Mair	Northern Grampians Shire	Present
Annelies Strietman	Pyrenees Shire	Apology
Mary Bruce	Stawell Regional Health	Present
Lyn MacKenzie	Stawell Regional Health	Present
Mandy Moloney	East Wimmera Health Service	Apology

Chair: Marlene Goudie

Minutes: Chantal Thomas

Welcome

Marlene welcomed everyone to the meeting.

1.0 Business Arising:

1.1 BATS Subcommittee plan sign off

BATS Subcommittee Plan 2011 was distributed to members prior to the meeting for feedback.

The group discussed the plan with changes to be made some of the state wide Continuous Improvement Framework references and timelines extended for tasks to be completed.

Action: Chantal to make appropriate changes to the BATS 2011 plan.

1.2 BATS Terms of Reference - sign off

The terms of reference layout needs to be amended (from a draft layout) to indicate a formal reference for the committee.

Once this has been completed the ToR will be distributed to the BATS mailing list for approval from the group via email.

Action: Chantal to make appropriate changes to the ToR and distribute to BATS members for approval.

Action: BATS members to review and approve ToR prior to June 2011 meeting.

2.0 General Business

2.1 Elder Abuse prevention strategy

Chantal provided an update on the Grampians Region Elder Abuse Prevention Strategy (EAPS) project. The interagency policy and protocol documents have been developed. Agencies requested that these documents be distributed to BATS members.

The project has finished with final reports being provided to the Department for Planning and Community Development (DPCD). The project officer is currently developing a report specifically for the Grampians Region, and agencies to have as a resource. This is due for completion and dissemination in May 2011.

Action: EAPS project officer to distribute elder abuse prevention policy and protocol documents to BATS members.

Action: EAPS Grampians Region report to be distributed to BATS members in May 2011.

2.2 State wide survey results

Grampians Pyrenees PCP catchment results from the Department of Health state wide service coordination and integrated chronic disease management survey were sent to agencies earlier in the year.

Agency survey results have recently been received by GPPCP. The committee requested that the survey results be distributed to BATS members and their managers.

Action: Chantal to email Department of Health agency state wide survey results to BATS members and their managers.

2.3 Early Intervention in Chronic Disease (EliCD) project report

Danny provided an update on the EliCD project:

- Position Descriptions for four positions have been finalized
- There will be eft allocation as part of the EliCD project for the following positions:
 - Dietitian
 - Counsellor
 - Community Health Nurse
 - Lifestyle and Activities Coordinator

The dietitian, counselor and community health nurse will provide services across Ararat Rural City and Northern Grampians Shire (as the specified geography of the project).

2.4 Service Coordination

- BATS action plan evaluation was discussed and the importance of reporting and reviewing the work of the committee.

PDSA (Plan, Do, Study, Act) cycle for reviewing the work BATS is doing was discussed. Undergoing PDSA training across the catchment was also articulated as a priority. Compiling a brief to be submitted to GPPCP Executive to support PDSA training being implemented across the catchment was suggested.

GPPCP Partnership Development Coordinator position could support BATS committee developing a recommendation for the Executive committee.

- Care Coordination plans

Discussed Care Coordination plans and current operational difficulties.

Marlene will send user information to Chantal to distribute with the minutes.

Go to View, then Toolbars, then Forms, which gives an extra small tool bar with lock/unlock icon on the right side.

Unlock to edit and then lock for general use.

Thanks Marlene.

3.0 Reports

3.1 DH Report

No formal report received from DH and no representative present at the meeting.

3.2 State wide report

- Survey results compiled and to be distributed as discussed in item 2.2.

- Victorian Service Coordination Practice Manual Review

Annelies Strietman is on the reference group for the review.

An online survey has been developed as part of the review and there has been an extension for responses to be received until Friday 15th April, this has been sent to BATS members.

3.3 Agency updates

BATS members to be provided with reporting template prior to next meeting for ease of information sharing.

Action: Chantal to compile reporting template and send to BATS members with minutes to be completed by members prior to June meeting.

Ararat Rural City Council:

- Active Service Model (ASM) training 19th April
- Grace Bryden has met with HACC staff.
- 14 HACC staff attended EAPS workshop which provided useful outcomes for staff
- Living at Home Assessment (LAHA) co-location project being undertaken with EGHS district nursing

Stawell Regional Health

- Partnership with Grampians Community Health, Northern Grampians Shire and SRH around ASM.
- Staffing: dietitian, speech pathologist and podiatrist positions have all been recruited to.
Social Worker position is currently vacant.

Northern Grampians Shire

- Currently planning around ASM and partnership project (as mentioned above).
- E-learning being implemented with HACC training packages for direct care workers.
- New administration position is starting after Easter.
- Planning for consistency and progression is challenging while continuing to run a service.

East Wimmera Health Service

- Anne Boadle has resigned from EWHS
- Currently recruiting two Flood Recovery positions:
 - Flood Recovery Support Worker (this position is to support community members in accessing services, not case management)
 - Psychologist

Applications for these positions closed on 8/4/11.

- Discussed staff recruitment and retention – current staffing EFT is being reduced due to personal circumstances (i.e. maternity leave, return to work arrangements)
- Health Services intake system is currently being researched.

- Received ASM management training funding to support change management using ASM – Northern Grampians Shire St Arnaud staff are available to support this.

East Grampians Health Service

- Care Coordination HIP action plan has been revised and submitted.
- Recently undergone a periodic review for accreditation and had positive input.
- Staffing: Speech Pathologist has been recruited and Podiatrist finished at the start of April.
- Discussed PDSA and the advantages to offering training for GPPCP catchment as per item 2.4

Grampians Pyrenees PCP

- Partnership Development Coordinator position will be advertised in the coming week. This position will support BATS on an ongoing basis and will also provide agency support around ConnectingCare, e-referral. BATS members will be introduced in their organization as part of the orientation schedule for the position.

4. Meetings in 2011

4.1 Marlene thanked all participants for their contribution to the meeting and their patience with the video conferencing technology.

Further V/C venues may be requested.

Date	Primary Venue & Chair	Video conferenced to:
Wednesday 15 th June 10am – 12noon	SHACC- SRH	GCH Ararat and EWHS
Wednesday 21 st September 10am – 12noon	GCH Ararat - EGHS	SHaCC and EWHS
Wednesday 16 th November 10am – 12noon	EWHS- EWHS	SHaCC and EWHS

Meeting closed: 11.35am