

PRIMARY HEALTH CARE NURSE ADVISORY GROUP MINUTES

Date: 15th February 2009
Time: 1.30-3.30pm
Location: Morris Adair Boardroom
Present: Heather Robertson (Nurse Leader Community Care)
 Jane Wilkie (NETP Expansion)
 Julia Crawshaw (District Nurses)
 Rob Armstrong
 Shirley Keown
 Robyn Dymock
 Debbie Higgins
Apologies: Megan Holmes, Cheryl Johnson, Heather Alexander
Minute Taker: Robyn Dymock

Minutes and Actions of this Meeting

Item	Action	Person responsible
Matters Arising from Previous Minutes	<ul style="list-style-type: none"> ▪ Nursing strategic goals discussed at PHC forum in December – fed back to DoN for the DAP. The December forum was well attended ▪ One nurse from primary health care attended the DAP meeting in Nov 09 – that was great ▪ Questionnaire re advisory group sent out – only 3 responses – concern about meetings not achieving due to poor attendance, no perceived goals however some indicated having preset dates is positive, suggestion of evening meeting? But definitely need a more strategic focus ▪ Primary Health link put onto the home page of the TAIMNED website – 	Robyn
Nurse Leader Report	<ul style="list-style-type: none"> ▪ Presented by Heather ▪ Report attached 	
General business	<ul style="list-style-type: none"> ▪ Discussion about where to from here given attendance has been poor, frequently no quorum – should the function of the group be re-considered? Decided to continue and make our presence felt and open 	

- it up for more primary health care nurses to attend
- Suggestion of identifying goals eg Mental health education process, PDRP, new grads into PH sector, family violence, also aspects of MOH indicators – smoking cessation, immunisation phone triage
- Nurse practitioner process –Heather tasked with writing a submission to SFMG for funding to support the development of a NP in Mental health (relates to funding availability rather than need). Diane Williams is contributing to this. Heather to follow up with Lynsey re NP's Heather
- Clinical governance was raised by Shirley Keown – working more at a strategic level, the Advisory group could/should be utilised as a resource
- Shirley would like to explore how there can be a measure of the effectiveness of PH care – worthwhile work to consider inform the sector
- Hosting of meetings –Turanga health indicated the meetings could be held there
- Primary Health Care forum – Scheduled for **April 21st @ Turanga Health Derby St Topics suggestions of topics include:** working on the goals for 2010, Infection control/hand hygiene, Smoking cessation, immunisation co-ordinator + seasonal flu Shirley
- International Year of the Nurse – some planned activity and there was discussion around promoting excellence in nursing, a poster competition, a pictorial gallery of PH nursing; also in conjunction with 25 years of Gisborne Hospital in the current site, 80 years of Nursing in Gisborne and the launch of a book relating to Nursing in Gisborne (this is due to be released in April)
- Heather involved in contribution to business cases for PH – seen as an opportunity for this forum
- A suggestion was made that the profile of primary health care nursing be raised to the Board – both Heather and Robyn currently contribute a Board report on behalf of the DoN. Heather attends CPHAC meetings
- A suggestion was made that this group write a quarterly report to the Board to inform them of nursing developments/issues in primary health All
- Need to check meeting dates as they clash with TDH NUM meetings Heather
- Two positions filled at NPH this year
- One position in aged care with another pending the examination results of a nurse sitting in March.
- Please find enclosed pre-booked meeting dates for this year. There is a change of dates from that previously emailed last year Heather
- Next meeting due in 15th May 2010

NETP Expansion

Meeting dates

Please feedback re minutes by Friday 5th March. Now that the previous November minutes were confirmed they will go on the TAIMNED website. When checking these minutes it is important to remove any identifying factors if not for public viewing – they will go on the website after the next meeting if all agree

Tairawhiti Primary Health Care Nursing Advisory Group

Please put the following dates in your diary. Please note the May, August and November dates have been brought forward a week due to a clash with another meeting that TDH staff attend – sorry about that

Proposed dates for the primary health care nursing advisory group for 2010

Time of meetings is 1.30 - 3.30pm

February - Monday 15th - Morris Adair Board room

May - Monday 17th May - Board room (please note different venue-not MAB)

August - Monday 16th August - Morris Adair Board room

November – Monday 15th November - Morris Adair Board room