



Practice Managers Meeting
Tuesday 16th February 2010
Function Room
12:30pm-2:00pm (*lunch provided at 12:00pm*)

MINUTES
(Meeting #94)

Welcome: Margaret Soumelidis (Chairperson/GSGPN Practice Facilitator)

Guest Speakers: Alison Piper (GSGPN Rural Access Manager), Clare Valley (GSGPN Communities for Children Manager)

Present: Denise Fisher (Pioneer Health), Chris Venkatachalam (James Pty Ltd), Mary Olden (Denmark Medical Centre), Gaye Sprigg (Hillside Family Practice), Keith Symes (The Surgery), Cheryl Sice (Aberdeen Medical Centre), Suzanne Leavesley (CEO of GSGPN), Krystle Gladish (GSGPN Program Support/Scribe)

Apologies:

Meeting commenced at 12:15pm

Action No	Issue/Topic	Background / Discussion	Action By	Time Frame
94.1	Welcome & Confirmation of Minutes	17 th November 2009 Change to previous minutes – Mary Olden (Denmark Medical Centre) was included as attending.		
	New Business			
94.2	Communities for Children Update by Clare Valley	Reading corners are expanding to target 6-12 year olds as well as 0-5 year olds. New books available for ordering. Lots of positive feedback from surgeries.	PMs	13.04.10

		More Early Parenting newsletters available for distribution to surgeries. SL spoke about Amity Health and asked for any suggestions from PMs regarding gaps in allied health services in the great southern that GSGPN may be able to coordinate. Any feedback on needs in the Great Southern for 0-12 year old children please let CV know.		
94.3	Care Plan Templates Update (Ali Piper)	PMs encouraged to share with other surgeries their allied health care plan templates. The Surgery has indicated that they have a good template that they would be willing to share.	PMs	13.04.10
94.4	MAHS Update (Ali Piper)	No Diabetes Educator to be employed at this stage by GSGPN. Ali spoke about the Living Well With Diabetes Clinics. Referral process and clinic dates are attached to these minutes.		
94.5	Indigenous Health	Jenny Dodson, Indigenous Health Coordinator will commence on Monday 22 nd February. This role is to improve Indigenous access to private mainstream services, promote education and cultural safety training for PMs.		
94.6	Better Outcomes in Mental Health Care	A new referral template has been emailed to all PMs and attached with these minutes. This must be completed by GPs when referring a patient through the BOiMHC program as from March 2010 and sent to GSGPN with the relevant paperwork.		
94.7	Integrated Easy Claim	Practices still requiring information, contact MS as information packs are available.	PMs	13.04.10
94.8	Medical Director Training	Call for expressions of interest from all practices. All attendees at meeting expressed interested in future MD3 and Pracsoft training for GPs and practice staff. MS will look at the possibility of running an evening session.	MS	13.04.10
	Matters Arising			
93.2	Training Opportunities – CPR Training Certificates	KG to follow up certificates from last year’s course	KG	13.04.10
93.3	New GSGPN Website	PMs to give any feedback to KG	PMs	13.04.10
93.5	PEN Data Extraction Tool	Copy of PEN agreement was given to practice managers for the installation of the PEN tool in practices not participating in the APCC program. GSGPN will provide support and training for the practices that install the tool in exchange for de identified data.	MS	13.04.10

93.6	The Ultimate Time Management Guide for GPs	GSGPN purchased The Ultimate Time Management Guide for GP's, copy was given to PMs attending meeting and remaining books will be posted to practices.	KG	13.04.10
	Any Other Business			
	30 minute discussion time	Proposed topic "New Fair Work Trading". Discussion amongst PMs.		
	<u>Next Meeting</u>	Tuesday 13th April 2010		

Meeting closed at 2:00pm