

Minutes

South East Regional Hospital HSU Meeting 19 March 2024 WHS Inspection Wednesday 24th January at SERH, WHS Issues were identified for mandatory training, safety, security, and Fit testing requirements for rectification.

Meeting # 468 543 715 283

Meeting Date: 19 March 2024

Meeting Time 10:30am

Meeting Location: Teams

In Attendance Videoconference

Samantha Allen	Senior People and Culture Business Partner (SPCBP)
Robert Coats	Senior Manager Safety & Security (SMSS)
Mark Collins	Health and Security Manager, Coastal Network (HASMCMN)
Michael Goodhew	Health and Security Assistant and Health and Safety Representative (HASAHSR)
Victoria Holland	Associate Director People Services (ADPS)
Melainie Ison	Corporate Services Manager Coastal Network (CSMCMN)
Brian Keech	Industrial Relations Manager (IRM)
Mark Jay	Deputy Divisional Secretary, Public Health – Regional Health Services Union (DDS HSU)
Brad Scotcher	General Manager Coastal Network (GMCN)
Tom Stevanja	Senior Industrial Officer, Health Services Union (SIO HSU)

Secretariat

Samantha Allen	Senior People and Culture Business Partner (SPCBP)
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Agenda items

Item 1: Welcome

Item 1.1: Welcome and Acknowledgment of Country

Item 2: Agenda Items

Item 2.1: Electrical Test and Tag.

Electrical test and tag have been completed at site, of note was a number of items identified were new to service IT hardware. A system has been put in place to ensure that the new to service tags are placed on all new electrical equipment. The second being items staff members were bringing from home, a similar system has been put in place alongside communication

Item 2.2: No Practical Fire face to face fire safety

This was disputed. Records of a large number of staff having completed this training regularly, full schedules are available and placed ahead of time both on local boards, email communication and My Health Learning.

Item 2.3: No face-to-face VPM training for category 1 staff.

Category one staff are not required to complete VPM training, both through HETI guidelines and risk assessments completed. VPM training is however advertised and available to any staff that wish, or are required to undertake it.

Item 2.4: Duress alarm check for the Pharmacy department.

Duress alarm checks for the pharmacy department had stopped due to the department being locked down and heavily restricted in access after-hours when testing regularly occurs. A solution has been found for this and regular testing has recommenced and is on a monitored schedule moving forwards

Item 2.5: Pharmacy door not fitted with "peep hole".

Pharmacy door not fitted with "peep hole" as recommended by police to ensure safety in the department. It was discussed that this was not a police recommendation but a passing comment by a constable several years ago, a review has been conducted using the PPP Policy, the door is secure, and the correct process is to walk around the corner to the secure screen reception area to seek access when required. Signs have been placed reminding staff to go to this area and not use the secure door as a shortcut. Also discussed the ineffectiveness of peep holes as people can duck below them, or obstruct them.

Item 2.6: Mortuary equipment not stored safely.

This was a single piece of equipment that was removed due to the requirements of a deceased bariatric patient. The equipment was able to be put back in immediately when it was brought to the attention of the LHD. Concerns were raised that this hazard was inspected, photographed, and documented on the day and not simply placed back in, allowing the hazard to continue.

Item 2.7: No CCTV Camera working in area.

Raised as an isolated worker breach. Discussion held that CCTV cameras are not monitored and extensive other controls exist. Workers in this area are not lone or isolated and a camera is only

used in post incident investigations. This has also been consulted with SafeWork NSW. Quote has been received in regard to replacement and currently under review.

Item 2.8: Bird faeces in numerous locations.

Area has been cleaned, of note there is already extensive anti bird netting and spikes installed. Area is now routinely cleaned including a detailed clean to happen quarterly alongside weekly cleaning.

Item 2.9: No rails/ chains for protection against fall from dock.

A temporary and moveable edge protection was available but must not have been in use on the day of the visit. Fixed permanent edge protection has been installed. Stores and Delivery staff to ensure they are wearing PPE hi-visibility apparel.

Item 2.10: Scissor lifter broken.

Discussion scissor lifter is not broken but has been completely disengaged. The scissor lifter was never in use at the site as prior to commissioning of the building waste management was changed to the existing bin lifter and shipping container configuration.

Item 2.11: S100 Machine cover not fixed.

Cover was removed for routine maintenance and not adequately put back in place, once alerted maintenance reattached the cover immediately.

Item 2.12: Water on floor consistently from uncomfortable an awkward sink height.

Discussion held around the amount of controls and prior work that has gone in to resolution of this issue. Including a visit from SafeWork NSW inspectors, issue has been resolved with no action from SafeWork, satisfied with the controls in place.

Item 2.13: Manually moving Deconex by hand trolley.

Discussion in regard to the identified issue. A full risk assessment that has been completed and the ongoing work to rectify the issue.

Item 3: Items for Noting

Item 3.1: All Items listed within the agenda are now completed and the matters closed. If any new matters are brought to the attention of the HSR at SERH, they are to address with Coastal Network Management as a priority.

Meeting Close

The meeting closed at 10:56am

Next Meeting

The next meeting will be held TBC if required.