

Unconfirmed minutes of 10/7/19 Mental Health Drug and Alcohol JCC meeting - WNSWLHD

Dear Member,

Please find attached the unconfirmed minutes of JCC (joint consultative committee meeting) for Mental Health Drug and Alcohol for Western NSW LHD.

Should you have any queries or comments in regard to these minutes please contact your organiser Zelda Giblett via email at zelda.giblett@hsu.asn.au

In unity,



Gerard Hayes
Secretary, HSU NSW/ACT/QLD

Western NSW Local Health District

Mental Health, Drug & Alcohol Services HSU and NSWNMA Union Consultation Meeting
Large Meeting Room, Barwon Building, Bloomfield Campus or via Tele/Video conferencing
Wednesday 10 Jul 2019, 12:00 — 13:30 AEST

Present:	Helen McFarlane	A/Director MHDA
	Annie Dwyer	HR Partner, MHDA
	Joshua Spicer	MHDA Hub Manager, Bathurst & Region
	Patricia Bullen	MHDA Hub Manager, Dubbo & Regions
	Carol Vesey	Business Manager MHDA
	Zelda Giblett	Organiser HSU NSW
	Marlene Simonson	HSU President, PIACT sub Branch
	Caryn Toohey	NSWNMA Branch Member, Orange
	Katrina Lee	NSWNMA
	Angela Walton	NSWNMA Branch Member, Orange
	Kristen Szulik	A/MHDA Hub Manager, Orange & Regions
	Alison Hundy	A/Director of Nursing
	Scott Sims	HSU Branch Member, Orange
	Mandy Lay	HSU Branch Member, Orange
	Dragica Racic	HSU Branch Member, Orange
Absent:	Sonja Te Braak	HSU Branch Member, Bathurst
	Colin Locke	HSU Branch Member, Bathurst
	Jillian Duclos	HSU Branch Member, Cowra
	Magen Proctor	NSWNMA Branch Member, Bathurst
Apologies:	Sharon McIntyre	MHDA Director of Nursing
	Terese Pedrsen	MHDA Hub Manager, Orange & Regions
	Laurin Allen	CAMHS NUM
	Dr Radha Srikanth	CAMHS Clinical Director
	Danielle Leahey	A/Allied Health Manager, MHDA
	Tiffany Charlton	Human Resources Manager
	Brett Patterson	HSU Branch Member Dubbo
	Luke Maroney	Industrial Officer, HSU NSW
	Liz Rivas	NSWNMA Branch Member, Orange
	Bob Davidson	NSWNMA Branch Member, Orange
	Eamonn Corvan	NSWNMA Branch Member, Mudgee
	Suzanne Kerwick	NSWNMA Branch Member, Orange

1 Acknowledgement of Country and Introduction

By Helen McFarlane

2 Apologies and attendance

As per the listing above

3 Confirmation of previous minutes - HSU 12 Dec 2018, NSWNMA 03 Aug 2018

Minutes of the HSU meeting held 12 December 2018 were confirmed as a reasonable record of proceedings. (Marlene Simonson and Zelda Giblett)

Minutes of the NSWNMA meeting held 3 August 2018 were confirmed as a reasonable record of proceedings. (Marlene Simonson and Zelda Giblett)

4 Action summary

Action Summary from NSWNMA 3 August 2018
No actions from HSU Meeting 12 December 2018

Action Summary from NSWNMA 3 August 2018, no actions from HSU Meeting 12 December 2018			
No	Action	By Whom	By When
3.1	<u>Mental Health Patient Transport</u> Contact Murrumbidgee LHD to enquire about mental health retrieval model. <u>Update 10/07/19</u> See detail under 5.1 Mental Health Patient Transport	Complete	
4.2	<u>Seclusion & Restraint Review Recommendations</u> Copy of seclusion & restraint review recommendations to be sent to Katrina. <u>Update 10/07/19</u> Helen McFarlane will forward	Helen McFarlane	Next meeting
6.1	<u>Vacancy Update</u> Email Katrina an out of session update on vacancies for the Bathurst hub. <u>Update 10/07/19</u> Bathurst vacancy update to be forwarded by Josh Spicer	Josh Spicer	Next meeting
6.2	<u>Pathology Position</u> Check recruitment of pathology position, advertised as 2 hours per day, query if position is 0.4FTE. <u>Update 10/07/19:</u> Alison Hundy advised that she is following this up with pathology. Currently the pathology is being done by nurses with appropriate training and pathology manage the more complex cases. If neither are available a Doctor will take the bloods.	Sharon McIntyre	Next meeting
6.3	<u>Meeting Frequency</u> Branch representatives to table meeting frequency proposal at branch meetings and provide feedback to Katrina, if supported Katrina to liaise with Daniel regarding new meeting date.	Complete	

5 Standing Items

5.1 Mental Health Patient Transport

There have been discussions at the Western Region Interdepartmental Committee (WRIDC) around trailing a virtual site assessment project similar to others that have been used around the State. Police and Ambulance will have an iPad / tablet and will be able to link with MHEC from where they are with the person to seek assistance / assessment. Possible trial towns will be Cowra and Mudgee and discussions are underway with Police and Ambulance to work out the logistics and details. Updates will be provided as this progresses.

5.2 Update from MHDA Executive

Helen McFarlane, A/Director Integrated Mental Health, Drug & Alcohol Services provided a verbal update as follows:

- MH Pathways to Professional Development (GROW). Provided by HETI and supported by the N&M Office. Funding was provided across the State for 18 CNC 2 for 3 years. Needs analysis will be completed and then work will begin on developing the modules. These will be foundation skill set development and will be appropriate for Nursing, allied health, peer workers, ED staff.
- A Patient Safety Program is being rolled out in collaboration with the Clinical Excellence Commission and Mental Health Branch. 3 coaches have been trained at Bloomfield – Estella Ferri, Monica Guha and Emma Wirth. These staff will work with teams in the District on Patient Safety and culture projects.
- Gary Baker is working in a Project role embedding the Just Culture Project in MHDA across the District.
- A review is being undertaken of D&A services across the District. The working party are drafting a framework and strategic plan which are on track to be completed by December. Work will then start on developing service models.
- Endeavour House have worked on a new model of care. Will submit an EOI for the stage two funding for PCLI as a step down unit from inpatient into community. \$700m to be allocated for NSW. This would require Capital Works with self-contained accommodation built at the rear of the property. Annie Dwyer tabled that the rostering best practice team has been out to review the rostering practices and staff have been consulted.
- ICYF: A Business Case seeking funding was submitted to the Ministry. Canobolas Clinic required more updates than expected and funding assistance is being sought. The Mental Health Branch have provided initial advice that they support the model but need to identify funding as we did not follow the expected processes when submitting. Until further feedback is received nothing else can progress.
- Youth Drug & Alcohol Clinical Support Network YDACS: The Model of care has been supported and signed off. ACI (Agency for Clinical Innovation) are supporting an evaluation. Recruitment will be progressed as soon as position numbers are allocated. There will be 0.5 Nurse Practitioner in D&A, a first for the service and a CNS and clinician. This will be a virtual service that can go out for face to face if complex issues. In addition there a clinician family therapist position has been funded to sit with Bila Muuji.

Alison Hundy, A/Director of Nursing provided a verbal update as follows:

- The \$333,000 Therapeutic environments grant money has been fully expended with some of the projects as follows:
 - Movies and popcorn groups with Rehab units
 - Virtual skylights installed
 - Sensory and comfort room items are in place
 - Courtyards are completed – OPA, MHICU and AA – and these are looking good
- Just culture roll out in 3 units
- 4-5 months reflective clinical supervision has commenced. 7 of the 11 units have it available weekly.
- NUM2 advertising closed and recruitment progressing.
- DDON are advertising now, closes end of next week.
- A lot of casual nursing appointments have occurred with staff commencing on 29 July.
- CNC OPA recruitment is complete.
- CNC CAMHS – interviewing today.

Kristen Szulik, A/Innovation & Performance Manager provided a verbal update as follows:

- It is Kristen's 2nd week of acting in this role.
- Strong focus on recruiting during this time
- ACCT Team Leader – recommended applicant
- PIMH clinician – commencing next week. This will be a District support role and based between Orange and Bathurst. PIMH have created a hybrid virtual service with 1.5 FTE multi-disciplinary and a VMO psychiatrist providing a monthly service face to face and virtual from her base in Sydney.

Trish Bullen, Hub Manager, Dubbo & Region:

- Recruitment
 - CNC IPU & Sub Acute progressing
 - Admin Officer for Acacia – advertising now – 18 applicants, closes on Sunday.

- Reviewing CL position for Lightning Ridge and Bourke to readvertise

6 New business

6.1 MERIT - vacant managers position and direct appointment of temp manager

Helen McFarlane apologized that this appointment had been actioned incorrectly. While the D&A review processes a 12 month temp contract will be progressed. This will be by the usual ROB process and a full time position. Backfill will happen as quickly as possible through ROB. The PD shouldn't have changed. Helen will review and advise.

Action

Access to an HR person – not happy with all the results. Zelda displeasure noted.

6.2 HASA Staffing Dubbo MHIPU

Zelda raised the Unions concerns regarding the HASA staffing in the Dubbo Mental Health Inpatient Unit. There were 4 FTE in 2002. There are no casuals, 50 shifts have to be covered by the roster and currently 1 person is on leave. The staff are fatigued. Annie Dwyer tabled that the brief for the HASA restructure has been signed off. Position should be temporarily backfilled. Zelda expressed her displeasure at this situation.

What is happening about the temp positions? These need to be recruited to with a timeline identified. Trish Bullen will speak with Helen and Annie out of session and email Zelda when recruitment has started.

Action: Trish Bullen

6.3 Relocation of CAMHS IPU

Further to the update earlier in the meeting by Helen McFarlane regarding the business case submission, it was asked why work is still going on at Canobolas. If the move is not being progressed just at this time why is work being done? This work was part of the \$333,000 Therapeutic Grants that needed to be spent before the end of the year.

6.4 District MHDA Administration Review

Zelda was wanting to know where FTE are, if PD's are consistent, what is recruited to, what is vacant, what is seconded, etc.

Action

Zelda questioned the vacancy at Bourke. Trish responded that this is due to Work Cover leave. There was a vacancy there that was a claimed role. There may be a review of the hours at Bourke with a possible reduction of hours. There has also been mention by the GM that the general and MHDA role were being combined.

Trish will follow up out of session. Annie will follow up with Peter Cluff and advise out of session.

Action: Trish Bullen, Annie Dwyer

6.5 MHDA Allied Health Manager

Zelda advised that the HSU signed off on the MHDA and Orange Health Service Allied Health Manager positions today and they were now ready to progress for advertising.

6.6 Contact Information

Forward Zelda and Katrina the contact information for the new Executive Team.

Action: Secretariat

7 Next meeting

Meetings – Bi monthly and then drop back to quarterly if not needed. 1 or 1.30pm a better time
Wednesday 18th September

Meeting closed: 1.25 pm

Sign-off of Minutes by Chairperson

Helen McFarlane

Name

A/Director Integrated Mental
Health, Drug & Alcohol Services

Title

Signature

Action Summary from today's meeting

No	Action	By Whom	By When
6.1	MERIT PD – review to see if any changes and provide advice.	Helen McFarlane	Next meeting
6.2	HASA positions: Trish Bullen will speak with Helen and Annie out of session and email Zelda when recruitment has started	Trish Bullen	Next meeting
6.4	District Admin Review: Trish will follow up out of session. Annie will follow up with Peter Cluff and advise out of session.	MHDA Managers	Next meeting
6.4	Bourke Admin Vacancy: Trish will follow up out of session. Annie will follow up with Peter Cluff and advise out of session.	Trish Bullen Annie Dwyer	Next meeting
6.6	Forward Zelda and Katrina the contact information for the new Executive Team.	Secretariat	Next meeting

Summary Table of Outstanding Action Items from Previous Minutes

Meeting Date	Item No	Item	By Whom	By When
03/08/19	6.1	<u>Vacancy Update</u> Email Katrina an out of session update on vacancies for the Bathurst hub. <u>Update 10/07/19</u> Bathurst vacancy update to be forwarded by Josh Spicer	Josh Spicer	Next meeting
	6.2	<u>Pathology Position</u> Check recruitment of pathology position, advertised as 2 hours per day, query if position is 0.4FTE. <u>Update 10/07/19:</u> Alison Hundy advised that she is following this up with pathology. Currently the pathology is being done by nurses with appropriate training and pathology manage the more complex cases. If neither are available a Doctor will take the bloods.	Sharon McIntyre	Next meeting