**NTRTN Council Minutes of Meeting – 8 November 2013**

**Date: 8 November 2013**

**Time: 2.00pm – 4.00pm**

**Venue: AMSANT - MOONTA HOUSE 43 Mitchell Street Darwin**

**In Attendance: Professor Rose McEldowney – Chair (CDU); Dr Brett Dale – Deputy Chair (NTGPE); Narelle Campbell (proxy Flinders NT); Karen Harris (CAHHS); Teresa Raines (BIITE); Renae Moore (Allied Health); Sue Lenthall (Centre for Remote Health); Vicki Woodrow (NTML); Dr Robyn Aitken (Nursing); Dr Hugh Heggie (proxy Remote Health); Beverley Scott (proxy AMSANT); Janet Spouse (HWA); Ryan Kennedy (HWA) Norma Box (Secretariat)**

**Apologies: Joslyn Vincent (Darwin Private Hospital); Damien Mergard (Central Aust Remote Health); Natasha Pavlin (AMSANT) Erin Lewfatt (AMSANT); Prof Dinesh Arya (DoH); Prof Sarah Strasser (Flinders NT); Dr Sara Watson (TEHHS); Rod Scarr (Alzheimer's Aust); Dr Rod Ormond (DoH); Fran Padgin (DoH);**

**Guest: Trisha McGregor (DoH);**

| ***Item*** | ***TOPIC*** | ***ITEMS FOR DISCUSSION*** | ***DISCUSSION AND CONCLUSIONS*** | ***ACTION/***  ***REFERRED TO*** |
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| **1.** | **Minutes** | Approval of minutes of meeting 27 September 2013 | Minutes accepted with minor amendments. |  |
| **2.** | **Matters Arising** | Agree on:   * 2014 Council meeting Calendar and venue * NT project - GNARTN 2014 workplan | Meeting Calendar - Council members to:   * review & confirm suitability of dates proposed for 2014 * nominate to host meetings in 2014   Proposed GNARTN NT projects:   * generalist health workforce model * focus on generalism and the assistive workforce as the best way to address rural/remote health service delivery issues | Council members agreed that future hosting and venue for meetings would be decided at the March 2014 meeting.  Discussion centred on the role and purpose of the GNARTN.  It was agreed that the NTRTN Chair would seek articulation of GNARTN intentions and advise outcomes at the next Council meeting  Council members supported NT project proposals put forth and agreed that abstracts of NT projects are to be sent to the Secretariat by COB Wednesday 20th November 2013. |
| **3.** | **New business** |  |  |  |
|  | 1. HWA 2012 facility level clinical placement activity by profession and higher education provider. 2. GNARTN discussion paper – Enhancing Clinical Placement Activity in Greater Northern Australia 3. NTRTN financial contribute to GNARTN 4. National Clinical Supervision Skills Initiative Funding- Northern Territory | For information  NT specific recommendations to be progressed by the RTN’s.  Discuss specific financial allocation from NTRTN.  Discuss CSSP developments | HWA reiterated that information provided is confidential and not for further distribution. 2013 data collection will commence in January 2014.  Discussion centred on the discussion paper and specific NT recommendations for action.  Council members agreed that the specific NT recommendations required analysis and rewording.  Discussions centred on whether the NTRTN would manage the financial contribution or provide the finance to the GNARTN secretariat.  Paper tabled and Council members advised that due to the commencement of the National Commission of Audit the NT’s notional allocation of $90K for the delivery of interprofessional clinical supervision training has been put on hold.  HWA advised that the delivery of clinical supervision training is a priority and therefore would consider a proposal to use a proportion of the IRCTN Innovation Funds for this purpose | Renae and Robyn to review discussion paper and specific NT recommendations and provide feedback by COB 21 November 2013.  Motion was put to Council members concerning financial allocation from the NTRTN and it was agreed that funds identified ($50K) for GNARTN should be held with the NTRTN to undertake and deliver on specific projects identified through the request for abstracts of NT projects.  Renae to amend proposal submitted under the Local Innovation Funds to reflect the utilisation of funding to provide blended clinical supervision training. |
| **4.** | **Standing Items** |  |  |  |
|  | 1. **SLE** | Verbal update – Project Lead | NTSLE Sub Committee meeting held on 22 October 2013. Discussion centred on clarifying and understanding schedule 5 and accreditation | Next meeting scheduled for mid-December 2013. |
|  | 1. **CSSP** | Report tabled – discussion by exception |  |  |
|  | 1. **Clinical Placement Data System** | Report tabled – discussion by exception |  |  |
|  | 1. **Innovation Fund** | Verbal update | Shortlisted proposals assessed and approved by the Innovations Governance Sub-Committee.  NTRTN Council members endorsed approval of NT LIF proposals and thanked the IGsC members for their commitment and time during the shortlisting process. | Secretariat to submit LIF proposals to HWA for approval. |
|  | 1. **Council Member Updates/Information sharing/updates** | Report tabled – discussion by exception |  |  |
| **5.** | **Other business** |  |  |  |
| **6.** | **Correspondence In / Out** |  |  |  |
|  | 1. **Update on current HWA major Initiatives** | For information | HWA advised that work was commencing on:   * Better engagement with VET and accreditation bodies * aligning clinical training with health workforce needs * IRCTN Community of Practice   The next survey of IRCTN governance committee members, senior workforce officials and secretariats survey would commence in March 2014.  HWA encouraged Council members to consider questions relevant to the NT that could be included in the next survey. |  |
| **7** | **Next Meeting** |  |  |  |
|  | 1. **Date and time** | 12 December 2013 – 2pm to 4pm |  |  |
|  | 1. **Host / Location** | NT Medicare Local - Stuart House 5 Shepherd Street, Darwin |  |  |