

Consumer Representative Expression of Interest (EOI) Form

Safe Care Committee

Western Health is seeking a consumer member for its Safe Care Committee. You will be part of a committee comprising staff members and consumers. Your role will be to provide a consumer perspective on issues relating to improving patient safety outcomes. This is a voluntary position.

About Western Health

Western Health provides a range of health services including emergency, elective, medical, surgical, obstetrics, paediatrics, community-based rehabilitation, acute geriatric medicine and subacute services from three acute hospital campuses - Western Hospital (Footscray), Sunshine Hospital Williamstown Hospital and Sunbury Hospital.

Western Health's catchment extends from Footscray and out to the growth corridors of Caroline Springs and Melton, up to Sunbury and down to Werribee. It numbers approximately 690,000 people and is growing at 4% per annum.

Western Health Strategic Plan 2015-2020

EMBODYING THE VALUES OF:

- Compassion
- Accountability
- Respect
- Excellence
- Safety

ACHIEVING THE OUTCOMES OF:

- The best care for all our patients
- Improved health outcomes for our community
- Reduced waiting for patients and staff
- Partnerships that provide services where they best meet care needs
- Leading translational and health service research
- The best use of constrained resources



About the Committee:

Safe Care Committee Purpose:

To provide leadership and direction for reviewing, monitoring and evaluating all matters related to the delivery of safe high quality care across Western Health. It aligns most closely with Aim's 1 & 3.

The Committee seek to continuously improve outcomes related to patient safety within Western Health (WH)

For the consumer representative, this means contributing at a strategic level to improving patient outcomes.

The role of a consumer member

- The role of consumer member/s will be to bring a consumer perspective to the issues discussed at the Safe Care Committee,
- Provide advice on how to report information back to the community.
- Provide advice on how to improve the service from a consumer perspective.

- Advocate on behalf of Consumers Carers and Community members.

As the successful applicant you will be required to

- Participate in complex discussions with healthcare professionals and articulate the potential issues that confront patients, families and carers who receive services from Western Health whilst also embracing a broader view.
- Be able to listen to differing opinions and work constructively with fellow committee members, staff and management.
- Be able to apply a 'big picture' perspective.
- Demonstrate a basic knowledge of the Australian public health care system.
- Abide by Western Health's Privacy and Confidentiality policy
- Be 18 years of age or over
- Be able to physically attend a minimum of eight meetings a year
- Actively participate in meetings or any additional activities arising from the work of the Committee
- Reside in the primary patient catchment of Western Health. The Western Health catchment includes the local government areas of Hobson's Bay, Brimbank, Maribyrnong, Hume, Melton, Wyndham
- Be a Western Health, patient carer or family member of patient, or a former patient.

Meetings schedule

The first Tuesday of the each month excluding January, 4.00 – 5.30 PM at Footscray hospital

Term of Appointment

2 years

Support

Successful candidates will be provided with:

- Access to car parking.
- An orientation to the Committee
- Support from the Committee Secretariat and Chair
- Support from the Manager of Community Participation and Cultural Diversity

Safe Care committee objective:

The Safe Care Committee:

- Oversees the development and implementation of effective strategies regarding improvements in patient safety specific to those sub-committees that report to it.

The reporting subcommittees are:

- Infection prevention
- Medication safety
- Patient identification

- Clinical handover
- Blood and transfusion management
- Recognition and responding to a deteriorating patient

2.2 CULTURE

The Safe Care Committee will:

- Be aware of educational, training and other activities that support patient safety across WH
- Receive and monitor reports on activity against reporting standard mandatory training that relate to the committee's role, and initiate appropriate action where deficiencies occur

2.3 STANDARDS

The Safe Care Committee will:

- Be aware of organisational policies and procedures/guidelines that support patient safety, monitor out-of-date status of these documents, and initiate appropriate corrective actions.
- Undertake the role of authorising committee for new and reviewed organisational wide procedures/guidelines supporting Safe Care
- Review and endorse new and reviewed organisational policies/procedures supporting patient safety.
- Review gap analysis and actions plans for any related EQUiP or National Quality and Safety Standards.
- Oversee action plan for any relevant recommendations arising from external Accreditation surveys.

2.4 IMPROVEMENT

The Safe Care Committee will:

- Monitor audits and key performance measures supporting patient safety across WH. Review relevant indicators, clinical audits, trend reports, benchmarked data and other relevant information relating to patient safety.
- Receive and monitor risk profile updates and new risks entered onto the WH Risk Register relating to patient safety / Safe Care from the supporting subcommittees which are Infection Prevention, Medication Safety, Clinical Handover, Patient Identification, Blood Transfusion and Deteriorating Patient committees.

2.6 OTHER MATTERS SPECIFICALLY DELEGATED TO IT BY THE WH BEST CARE STEERING COMMITTEE

The Safe Care Committee will:

- Perform or undertake on behalf of the Best Care Steering Committee any such other tasks or actions as this Committee may from time to time authorise
- Report any matter identified during the course of carrying out its duties that the Committee considers should be brought to the attention of the Best Care Steering Committee.

MEMBERSHIP

- The Committee will be Co-Chaired by a designated Executive Sponsor and a nominated Clinician
- Membership of the Committee will include at least the following:

- Divisional Director x 1
 - Clinical Services Director x1 ,
 - Consumer x1
 - Senior Manager – Quality, compliance and risk
 - Director of Nursing x1 ,
 - Chairs of the patient safety national standard reporting committees
 - Junior medical officer
- Other Members will be enlisted via an EOI process
 - EOI members will undertake a 2 year term
 - Each Member of the Safe Care Committee will be requested to sign a Meeting Engagement and Code of Conduct agreement
 - The Committee Co-Chairs will manage the Safe Care Committee and its meetings and set its agenda and work plan. The Co-Chairs will ensure that there is designated administrative assistance for agenda paper distribution and minute taking.