

## MINUTES

### SCHOOL OF POPULATION HEALTH AND CLINICAL PRACTICE EXECUTIVE COMMITTEE

Wednesday 21st June 2006 at 9.00am  
Discipline of General Practice

**Nigel Stocks will be chairing the meeting for Neville Marsh**

Present: Nigel Stocks, (Convenor), John Moss, Judy Magarey, Vanessa Ryan (for Jonathan Newbury), Greg Bussell  
Neville Marsh (teleconference) and Felicia Matthews

#### 1. Welcome and apologies

N Stocks welcomed Vanessa Ryan to the meeting who will be attending on behalf of Jonathan Newbury.

#### 2. Minutes of previous meeting (7/06/06)

N Stocks suggested that future minutes should have a task list in the document. N Marsh agreed and said that a table summarising tasks should be at the end of the minutes. **F Matthews to add to future minutes.**

#### 3. Matters arising

Public Health budget

Chris Soteriou met with G Bussell, J Moss and Florence Kalambokas (Public Health) on 8 June 2006 to discuss Public Health's budget and, subject to some corrections, C Soteriou will meet with N Marsh, G Bussell, J Moss and Florence Kalambokas to finalise. N Stocks asked if there was any policy in place for surplus created by a Discipline. G Bussell thought that after discussion with C Soterio, he had indicated that any surplus should go to early retirement of the Nursing debt. N Marsh pointed out that there needs to be flexibility amongst disciplines but at the same time agreed that this will not encourage disciplines to create a surplus in the future and he and G Bussell will need to clarify this with C Soteriou. **F Matthews to organise a meeting with C Soteriou, N Marsh, G Bussell, J Moss and Florence Kalambokas.**

#### 4. For information

*Student misconduct (email from Tiger Leaton forwarded)*

N Stocks said that the Faculty has reasonably good systems for dealing with this although there are few grey zones. A Braunack-Mayer said that a professional behaviour panel was set up and met once, but seems to have ceased. J Magarey and A Braunack-Mayer were both on this panel which was thought to deal with students regarding accreditation and student involvement with the public. J Magarey said that Nursing has been through the process whilst setting up the new undergraduate program, and an example of this was person in wheelchair applying for a place. N Stocks said that as Assistant Dean (Students), he rarely deals with student misconduct, which is usually dealt with by the Executive Dean on an individual basis. The Medical Board would also provide some support and

help if required. We should alert the Faculty to any problems and concerns. J Moss raised the question of a student with a mental health disability and asked how this should be dealt with. N Stocks said that he would discuss this further with J Moss after this meeting.

#### *Work outside the University (General Staff) Policy*

This item was not discussed.

### **5. Reports from Disciplines**

#### *Rural Health – Vanessa Ryan*

Interviews have been carried out for the Level C position and J Newbury has made an offer of appointment and after some negotiations, KPIs will be set up to monitor progress.

J Newbury and the Executive Dean met with AMSS and AURA met last Wednesday to discuss issues around conscription into the rural cohort. The outcome of this meeting was that the student body had put together a statement clearly opposing conscription. The group decided to set up a reference group, primarily made up of students and will progress that further.

#### *Reports from Committee – Annette Braunack-Mayer*

The Research and Higher Degree Committee met for the first time on Monday 19<sup>th</sup> June. The group looked at terms of reference and discussed a work program over the next few months. Three main areas the Committee attend to focus on include HDR student support and attracting students, research funding and looking at strategies to enhance high quality research. The next meeting will also look at the School's involvement. Annette said that it would probably be three months before the group establishes exactly what they want the committee to achieve.

N Marsh has sent A Braunack-Mayer various email items:

- John Moss attended the NHMRC road show. There was “noting to report”
- Nicole Moulding, General Practice, will draft a document on Submission of PhD thesis by publication for the Committee's comments and approval to be submitted to the Faculty

There was discussion around Prior Publication and it was noted that this will end at the end of the year.

It was agreed that Amy Salter and Annette Braunack Mayer would attend alternate meetings and report on the sub-committees progress. **F Matthews to add to the agenda under reports from sub committee**

#### *Public Health – John Moss*

J Moss said that they have had success with the Program Approval Committee, in regards to the Masters of Public Health and the Biostatics program. They are also in the process of submitting a double degree to the PAC.

A research planning workshop was held on Monday, recognising that they will need to be planning on an annual research budget from now on.

A number of staff will be attending the Health Technology Assessment International (HTAi) conference in Adelaide from 2 - 5 July 2006. Professor Christian Gericke will be in Adelaide and will meet with Neville Marsh during this week, he will then return to Germany and commence with Public Health on 1<sup>st</sup> September.

#### *Nursing – Judy Magarey*

Nursing have submitted a proposal to IHAB for the bridging program; they have received and given positive feedback however they have quite a few questions which will need to be addressed.

Lecturers are currently marking mid year examinations.

Michelle Divine from CMVH visited for morning tea to discuss the Grad Dip in Nursing Science (Defence Nursing) which they will market as a flexible learning program.

J Magarey said that they hope to appoint a Lecturer Level B shortly.

Several fat monitors have been donated to nursing and Public Health and General Practice have both shown some interest in loaning the machines. J Moss suggested contacting Vivienne Moore from Public Health. It was agreed that each discipline could have one machine on a loan and book the other on an as needs basis. The Committee thanked J Magarey.

Nursing will be holding a Higher Degree by Research week in a couple of weeks; Dr Rick Wiechula has organised this event as the HDR coordinator.

N Marsh asked if DEST submissions have been sorted. J Magarey said that they had and have thought about mechanism for future to ensure no late submissions.

GP – Nigel Stocks

General Practice was involved in a consortia led by the University of Newcastle examining the early diagnosis of dementia in general practice. Caroline Laurence, Deb Turnbull and N Stocks have received funding from the Rural Doctors Workforce Agency to examine rural applicants for medicine and what do they do if they don't get in. They have also received another grant examining the characteristics of rural practices that are attractive to GP registrars.

N Stocks also commented that the NHMRC grant review panels have received applications for review and will be meeting soon. He mentioned that occasionally 'expert' review of some applications maybe be required Moss said that Tracy Merlin has been involved and was one of the authors of a NHMRC guideline document. N Stocks said that a health economics input may be required, depending on funding, this could be explored. J Moss, mentioned funding by Pfizer, and asked if the School needed to develop a policy with regards to receiving funding from pharmaceutical companies (industrial sources) where there could possibility be conflict of interest. . N Marsh said that the University certainly has a conflict of interest policy and also policies on undesirable companies, eg tobacco companies. G Bussell said that ARI, has this experience and can offer advice.

N Stocks also reported that 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> years were in the midst of their mid year exams. For first years this was their first summative assessment and marks will count towards end of year mark.

Alan Crockett and Chris Barton had returned from a successful International Primary Care Respiratory Conference in Oslo. They had received well deserved International recognition for the Primary Care Respiratory Units work.

Prof. Hasse Melby will be going back to Norway after a 12 month sabbatical in the DGP He collaborated with a number of individuals and wrote several papers. Interestingly Norway is setting up a Scandinavian equivalent of the PHCRED program and he returned with several ideas for their program.

## **6. Any other business**

### *Business Matters*

G Bussell raised a number of issues he has been working on;

1. **Extra Research Funding.** Having completed a review of HEDC status, of RUSC, SACRRH, C&PP, CMVH, & UDRH grants and funding arrangements with Adrian Mills (Financial Services), this has resulted in Adrian putting in a report to Council for this year which will account for an extra \$800k. N Marsh thanked Greg for this work and pointed out that we need to see how this flows down to the School, as it should net a further

\$50k. J Moss said there is also money from PBAC and MASC which could go through that same scrutiny. **G Bussell to follow up with J Moss.**

2. **Business plan for Impulse Occilometer.** We have looked at various options, eg. NHMRC Grants and the Ramashotti equipment grant, but the ARI business planning meeting concluded, that by waiting, the Discipline of General Practice will miss out on opportunities, so it recommended that General Practice look at purchasing the equipment outright and recoup costs on a user pay system. Business manager services were discussed.
3. **Business plan for the OEH at Thebarton.** After extensive work with ARI and the Discipline of Public Health, a financial plan was submitted to Florence Kalambokas and Ass Prof Dino Pisaniello to discuss with the Discipline. J Moss said there will be some adjustments.
4. **CMVH Establishment.** The lease of extension to the Frome Street premises is being signed. Transfer of Psychiatry and Faculty money to the School has been completed. Issues relating to Prof. McFarlane's 17 research students were discussed, eg no post graduate coordinator, administrative issues around review time, etc. Neville has pursued this and said that CMVH can be a 'Centre for recognition' for supervision, and any new student will be enrolled through CMVH. It was agreed to organise a Post Graduate Coordinator for CMVH. J Moss asked if this will be neutral to the flow of the central running of the School as we need to have equitable arrangements between the disciplines. **N Marsh to discuss further with J Beilby. N Marsh and A Braunack Mayer to appoint a Post Graduate Supervisor and address supervision ratio and inform students of the change process.**
5. **Combined storage space.** Got the keys and measured the space allocated at Thebarton, and are currently getting quotes on shelving for 500 linear metres. **G Bussell to organise a user pay system for Disciplines to use as required.**
6. **Medical IT Cluster.** There was a planning meeting with ARI in relation to a number of health, medical IT, algorithm, database, diagnostic tools, Polybrowser sorting and biosecurity systems, that we currently have within the School. NEHTA (DOHA) is currently contracting work, and keen to link up with the School and CSIRO and Andre Duszynski is working on mapping with ARI. The Executive Dean has discussed the collaboration with the Health Commission, and is also keen to see School's role with "Health Connect" (DHS).

J Moss, enquired whether Phil Ryan was consulted, but he has chosen not to be involved and is talking to ARI separately.

#### *Open Day*

F Matthews reported that all the Disciplines will be located together on the Barr Smith lawns and Leanne Bragg was looking into funding for signage (School of Population Health and Clinical Practice).

#### *School Planning Day*

Many issues were discussed:

It was important that all HODs attend; sub committee convenors, post grad coordinators and HDR student representation will be invited. There will be approximately 20 people, four from each discipline plus others. In house or external facilitation was discussed. The format of the day will be in a series of themes eg. research and teaching. **F Matthews to work out a date when all HODs are available in August.**

#### **7. Next meeting ( Wednesday 5<sup>th</sup> July)**

Next meeting on Wednesday 5<sup>th</sup> July at **8.00am** in Public Health.

| <b>Action</b>                                                                                                                                        | <b>Responsibility</b>      |
|------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| Organise a meeting with C Soteriou, N Marsh, G Bussell, J Moss and Florence Kalambokas to discuss the Public Health budget.                          | F Matthews                 |
| Reports from sub committees to the agenda as an ongoing item.                                                                                        | F Matthews                 |
| G Bussell and J Moss to discuss HEDC status of PBAC and MASC for extra funding.                                                                      | G Bussell & J Moss         |
| N Marsh to clarify details with J Beilby about the establishment of CMVH within the School.                                                          | N Marsh                    |
| N Marsh and A Braunack Mayer to appoint a Post Graduate Supervisor and address supervision ratio and inform students of the change process for CMVH. | N Marsh & A Braunack Mayer |
| Organise a user pay system for Disciplines to use storage space at Thebarton Campus.                                                                 | G Bussell                  |
| Set date and venue for School Planning Day                                                                                                           | F Matthews & N Marsh       |