Meeting Opened at 3pm

1.1 Welcome Dr Paul Varghese welcomed committee members.

1.2 Present: Paul Varghese, Kate Smith, Nancye Peel, Phil Carswell, Christine Korostovetz, Donna Waterhouse, Satyan Chari, Susan Brandis, Sandy Brauer

1.3 Apologies: Beres Wenck, Chris Gork, Christine Fawcett,

1.4 Previous Minutes: Accepted

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<tr>
<th>TOPIC</th>
<th>DISCUSSION</th>
<th>ACTION / WHO</th>
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<tr>
<td><strong>BUSINESS ARISING FROM PREVIOUS MINUTES</strong></td>
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<td>2 Business Arising</td>
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| 2.1 Marketing and Communications Strategy for review | KS tabled the DRAFT Marketing and Communication plan:  
- Discussion around the possible addition of professional associations, CK to source and add to marketing and communications strategy  
Other ideas include targeting  
- Rural shows in 09/10  
- Education forums (hospital)  
- Hospital open days  
- Older persons health team (QHealth)  
It was agreed that the introduction of display kits for trade shows etc is a great idea for promoting the FIPC | CK | Next meeting |
| | | | |
| 2.2 Steering Committee TOR & Membership | KS raised TOR and need for representation across health continuum:  
- It was agreed that the community representative SLA will align with the new CPIC guidelines – KS to update/review  
- DW to source Rural representative  
- It was agreed that CG is the official FIPC NGO Community representative  
- It was agreed that DW is the official FIPC Nth QLD representative  
- It was agreed that NP is the official FIPC Consumer representative  
- Need to source RACF representative  
- CK to update FIPCSCE membership list, TOR | KS | Next meeting |
| | | | |
| 2.3 Respond regarding Falls Specialist Officer report - Ipswich | AE to submit report TPCH Redcliffe  
NP/SB happy to be involved in a group to discuss ‘where do we go now?’ and how we are going to prioritise distribution of funding  
It was agreed that the PSC should put a link from the webpage to the full report on the Ipswich website – CK/KS to follow up | CK/KS | Next meeting |
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<td>2.4 Respond regarding report investigating practices related to malnutrition in QH facilities</td>
<td>SB proposed the FIPC hold off on a response to the Nutrition report until the group is fully formed</td>
<td>Next meeting</td>
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<td>3.3 Issues Log</td>
<td>A definitive state wide direction for risk screening and assessment has been requested – It was agreed that the FIPC will stick to the three recommendations as stated in July 2007: 1. Where possible, implementation of the tools and processes recommended by the Australian Council for Safety and Quality in Health Care guidelines should be undertaken by health service districts 2. Adaptation or modification of these tools is not recommended 3. Any design or innovation wanting to be undertaken regarding falls risk assessment tools should be undertaken in a research context to ensure appropriate evaluation of the tool, and preferably, publication of the results in a peer-review journal</td>
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<td>4.1 Data and Reporting (previously PRIME) working group update</td>
<td>PV reported that: 1. FIPC endorse the proposed changes for Prime and additional feedback includes the need for a drop down list of risk factors and division into intrinsic/extrinsic</td>
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<td>4.2 Cross Continuum Working Group update</td>
<td>PC reported that: 1. Meeting this Friday at 10am 2. Going to workshop on 30th November – Unravelling the divisions of GP networks 3. Made key contact with KC of OPH (Older Persons Health) – KC to show PC policy papers 4. The definition of Cross-Continuum has been formally accepted by the FIPC Steering Committee 5. PC to meet with Go Print</td>
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<td>4.3 Falls Specialist Officer (FSP) Working</td>
<td>Feedback from Ipswich FSP report 1. SAB to read more thoroughly and comment next meeting 2. AE to submit report TPCH Redcliffe</td>
<td>Next meeting</td>
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**STANDING AGENDA ITEMS**

- Data and Reporting (previously PRIME) working group update
  - PV reported that:
    - FIPC endorse the proposed changes for Prime and additional feedback includes the need for a drop down list of risk factors and division into intrinsic/extrinsic
- Cross Continuum Working Group update
  - PC reported that:
    - Meeting this Friday at 10am
    - Going to workshop on 30th November – Unravelling the divisions of GP networks
    - Made key contact with KC of OPH (Older Persons Health) – KC to show PC policy papers
    - The definition of Cross-Continuum has been formally accepted by the FIPC Steering Committee
    - PC to meet with Go Print
- Falls Specialist Officer (FSP) Working
  - Feedback from Ipswich FSP report
  - SAB to read more thoroughly and comment next meeting
  - AE to submit report TPCH Redcliffe
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<tr>
<th>Group update</th>
<th>Please refer to section 2.3 for further notes</th>
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| **4.4** Falls Clinic Working Group Update | PV reported that:  
- PA falls clinic due to be up and running next February (not funded by PSC)  
- PV suggested PB write up falls clinics final report using the NARI model as a guide |
| **4.5** Education and Resource Development Working Group Update | KS reported that:  
- DL Vision brochure – final draft to be circulated to key stakeholders shortly  
- Hold off on satellite broadcast due to cuts in funding  
- Med-E-Serv is an online education package, and is where the focus for the PSC has shifted towards – the new designs are around targeting the clinical leaders and really focusing on an organisational change management approach  
- The Education and Resources working group have completed the 3 work plan tasks, and have now added Med-E-Serv and the Queensland Stay On Your Feet® website review  
- 09/10 Falls forum – verbal sign off on a biannual Forum to be held alternate years to the National Falls Conference. Proposed date for 2009 is booked for Thursday 6th of August, but as Friday was the most successful day - CK to check Education centre availability for a Friday date at the beginning of September so as not to clash with school holidays |
| **4.6** Environmental Working Group | SC reported that:  
- 3 x projects – Low low bed is complete, but TH has requested modifications  
- Recently presented at the National Falls conference re ‘Non Slip Socks’ and ‘Low low beds’  
- Prime – large section of coding to complete, SC to report back by next meeting |
| **4.7** Nutrition and Falls Working Group | SB reported that:  
- Great interested in Nutrition and Falls working group so far 11 currently applied, and more to come  
- SB to inform the steering committee of the Nutrition and Falls working group’s position on the Nutrition report, by next meeting so that the group have time to discuss defined outcomes  
- PV to contact people re Medical representative for the Nutrition and Falls working group |
| **4.8** Falls Injury Prevention Collaborative Membership report (FIPC) | KS reported that:  
- Network registration form - working with Online Information Management (OIM) to develop an online registration form for the FIPC - CK gave demonstration  
- Current membership is at 460, the goal was to increase by 10% by June 2009, we have successfully increased by 29% since March |
| 4.9 | Falls Injury Prevention Program report | Falls Injury Prevention Program: a meeting was held – PV, JW and KS attended. Meeting outcome was that the FIPCSC would advise on all project work, PSC are the decision makers, PPO to report on all projects. Tabled: PSC Injury Program Diagram |
| 4.9.1 | Falls Safety Officers | Attitudes – there has been a marked change in attitudes to this project; people are now ringing up and asking for assistance, support and direction from the FSO’s. This is a very different response to the one received at the commencement of the project, when people did not want to be involved  
Epidemiologists have raised the issue that the new districts do not align with the local government districts, which will affect data collection and population information  
Mid-year project report nearly ready for dissemination  
Wednesday 28th January FSO final presentation for the dairies |
| 5.0 | Other business | Report back on Ophthalmologist meeting with PV, JW and BH – PV to draft email response  
National Injury Prevention Working Group (NIPWG) meeting was held on the 15th October 2008, in Melbourne for a face to face meeting. Reports tabled at that meeting include:  
- Monash University Accident Research Centre Modelling the... | PV | Next meeting |
impact, costs and benefits of falls prevention measures to support policy makers and program planners.

× The Australian Population Health Development Principle Committee (APHDPC) National Injury Prevention Working Group addressing the priority actions

× Phase 1 – Action to address short term priorities

× Priority 3 – Progressing the development of a national resource to inform consistent practice in community settings

The Commission is looking at updating QLD guidelines

Waiting for information on whether or not they will cover population/public health, they may not as their scope is health care setting

× Priority 4 – Updating the ACS&QHC Falls prevention best practice guidelines, PSC is assisting by holding focus groups for the “Green Box” in Townsville on 28th October and Brisbane 29th October. Brisbane has two focus groups 12 in one group and 5 for the second group and disseminated the survey form to FIPC email network

× NIPWG is operating solely on falls prevention and there is a need to develop an injury prevention implementation plan, so the group may change to injury prevention. All falls managers will be continuing their commitment to work together.

▪ ANZFP conference feedback – CF, NP, KS, SB, PC, DW and SC attended

× The Australian New Zealand Falls Prevention conference was held in Melbourne 12-14 October. A number of falls injury prevention initiatives were presented by staff from the PSC and FIPC, Queensland Health.

× RB (PSC), KS (PSC), PV (HPB) and PC (HPB) presented a 3 hour workshop titled ‘Health promotion and population based approaches to falls prevention’. The workshop provided an overview of the theoretical underpinning for falls prevention from a health promotion and population health approach perspective, and an evidenced based good practice for community falls prevention from the Queensland Stay On Your Feet® Community Good Practice guidelines and toolkit.

▪ The workshop was booked out with a waiting list for people to attend. Some people even waited at the door to see if they could get a seat. The feedback from the workshop has been extremely positive. Comments included:

▪ “This session has blown me away, unless I was directed to these resources I would not have fully appreciated the wealth of them. Well done. This is perfect timing for the Northern Territory. It has
given me guidance when I was floundering. Can you move to the NT?

- “Clearly outlined based on the research evidence promoting positive images of ageing”.
- “You have provided a wealth of resources”
- “Fantastic job”
- “Very thorough”

× RB also presented on the Low-low bed study
× NP presented at the plenary on the Evaluation of the Statewide Area Falls Safety Officer Pilot Project
× SC presented on the Non-slip sock study

| Next meeting | Next meeting will be held on Tuesday the 9th of December, 2008 in training room 4L.1a – CF to chair. |

Meeting closed at 5.00pm