| [Title] Service ReviewForum Schedule – Example 4 – Rural site  |  |
| --- | --- |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Day** | **Time** | **Activity** | **Notes** |
| DD MMM | Sun |  | Travel to *[Rural site]*  |  |
| DD MMM | Mon | 8:00 am – 8:30 am | Brief with, *[HHS contact person]* & facilitator |  |
| *[Rural site]* Hospital–[room] | 9:00 am – 11:00 am | Community members  | Morning tea |
| 11:00 am – 11:30 am | BREAK  |  |
| 11:30 am – 1:30 pm | Consumers and families | lunch  |
| 1:30 pm – 2:00 pm | BREAK  |  |
| 2:00 pm – 4:00 pm | HHS Clinicians (group 1)  | Afternoon tea  |
| 4:00 pm – 5:00 pm | BREAK  |  |
| 5:00 pm – 6:00 pm | QAS/RFDS  |  |
| 5:00 pm – 6:00 pm | Individual visits to GPs/PHN session  |  |
| DD MMM | Tue | 7:30 am – 8:30 am  | Individual visits to GPs/PHN session  |  |
| *[Rural site]* Hospital–[room] | 9:00 am – 11:00 am | HHS Clinicians (group 2) | Morning tea  |
| 11:00am – 11.30am | BREAK  |  |
| 11:00 am – 12:30 pm  | Individual visits to GPs/PHN session |  |
| 12:30 pm – 1:30pm | Brief with *[HHS contact person]* & facilitator | Lunch  |
| 1:30 pm – 2:30pm | HHS executives  |  |
|  |  | 2.30 pm – 3:00pm | Travel  |  |