

GOSS—JULY 2018

Waste Management -

Did you know?

The waste from a typical commercial office is about three-quarters paper and cardboard, 12 per cent food waste and six per cent glass and plastic. This means that almost 95 per cent of the contents are recyclable. Please take time to recycle effectively

Employee Group Certificates

Group certificates for the 2017/18 financial year will be available by the 14th July.

These will be issued as soon as they arrive at the health service.

It is timely to remind staff that any amounts of salary packaging provided in the 12 month period up to 31 March 2018 will appear on Group Certificates for the period 1 July 2017 to 30 June 2018. Staff that have received the full \$9010 in benefits will have a "grossed-up" amount of \$17,000 shown on the group certificate.

FROM THE CEO'S DESK

The Health Service has been an active place in recent months, particularly with a number of maintenance works and improvements occurring. Mt View and the Acute ward are in the process of being painted which has made a wonderful difference to the feel of these areas. In addition, new carpet has been laid in Mt View and car park sealing at Mortlake. Thank you to the residents, patients and staff who may have been mildly inconvenienced whilst these works have been undertaken.

Staff are invited to support the Ladies' Auxiliary Jazz afternoon featuring 'Hot-B-Hines' to be held on Sunday, 15th July at the Terang Golf Club in Terang. Tickets are still available and can be purchased at the Josie Black Community Health Centre or through the Auxiliary. The Health Service is fortunate to have such a committed Auxiliary to help fundraise for TMHS.

As we end another financial year, I'd like to thank staff who have worked hard to provide excellent care to our community in what at times has been a financially challenging year. The health service will record a small surplus, thanks to the commitment of many of our workforce. As noted in various forums, the particular effort made to reduce our power usage during the financial year has been significant and commendable.

Finally, thank you to the staff and community of Mortlake who ventured out on a chilly Winters' evening to attend the Mortlake Community Consultation session on the 25th June. The evening ended with community support and encouragement for TMHS to keep lobbying Government for funding.

The Board Chair, Barry Philp, Architect, Chris Georgiou and myself were thrilled to share with the community our vision for a new Community Health Facility at Mortlake. The Consultation provided an opportunity for the community to ask questions and to learn more about this exciting project.

I hope that you enjoy the July edition of the 'Goss.'

BOARD OF MANAGEMENT RETIREES

Two of our valued Board of Management Members attended their last meeting on the 26th June. Geoff Barby has completed his term on the Board and David Selman has retired after 9 years of service. Both men have generously given their time and expertise to benefit our health Service and we are very grateful.

Geoff will remain as a



community representative on our Audit and Compliance and Consumer Partnership Committees so you will still see him around the Health

Service. Sincere thank you Geoff and David we appreciate all you have done for the Health Service and the wider community.

Thank you Geoff & David.





Mt View Tram Quest

By Karen O'Brien

It was noted on Facebook that Victrak were "reinventing trams" and that they were going to be made available to the community, applications are online and to be submitted before the 6th July. We at Mount View are trying to acquire a tram for our elderly residents, their families and friends, also for the use of our hospital patients. The tram would be used as a meeting hub, incorporating a dementia specific garden with direct access from Mount View. Victrak have the final say on who will benefit from a tram so we hope we are successful in our application.

MT VIEW HAPPENINGS

Mt View care recipients along with their friends and relatives celebrated the recent Royal Wedding of Prince Harry and Meghan Markle in style with a High Tea.

Our care recipients adorned with their best hats enjoyed a wonderful few hours of enjoyment celebrating the occasion. Afternoon tea involved pastries, club sandwiches and an array of slices. There were many compliments on how lovely the day was.

Faces of the royal family were scattered around for photo opportunities with the royal family. Blue, red and white flowers adorned the tables which were set elegantly with tablecloths and tea services.

Lyn Baker showcased her organisation skills for the event and all who participated expressed their interest in holding another event of this type in the future.



PIP'S VISITS

The Williams Family have very kindly been bringing their gorgeous border collie pup "Pip" to visit at The Health Service for the past few Months.

Annabelle and Pip have spent many hours of quality time with our care recipients who thoroughly enjoy their interactions with "Pip".

TMHS are very appreciative of these visits.



DIABETES



It's About Time aims to raise awareness about the importance of early detection and early treatment for all types of diabetes.

Too many Australians are being diagnosed with diabetes too late. This is true for both type 1 diabetes and type 2 diabetes. The delay in diagnosis is putting many people at risk of major life-threatening health problems.

Early diagnosis, treatment,

ongoing support and management can reduce the risk of diabetes-related complications.

Diabetes:

- is the leading cause of blindness in adults
- is a leading cause of kidney failure
- is the leading cause of preventable limb amputations
- increases the risk of heart attacks and stroke by up to four times

It's About Time we detected all types of diabetes earlier and save lives!



Our TMHS Health Promotion team held a well supported promotion in Mortlake on Monday July 2nd to highlight awareness of diabetes and the prevention and risk factors.

Pictured L -R

Laura, Himandi & Michelle

MAINTAINENCE

The Maintenance team have been very busy recently organizing refurbishment and repair works within the Health Service Campuses. Mortlake Community Health Centre has had the carpark repaired and freshly asphalted. Mt View has had new vinyl and carpet installed which, combined with the recent painting greatly adds to the welcoming

atmosphere of the facility. The Acute ward corridors and areas that were not painted in the previous upgrade are currently being painted, and work on the second staircase has been completed. Work is still in progress to enable the workshop and car park repairs to take place. Well done to the team.



MATERNITY SERVICES

29 Babies were delivered at the Health Service in the last financial year which is the most deliveries we have seen over the past 5 years.

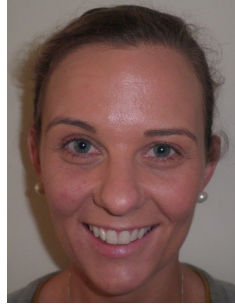
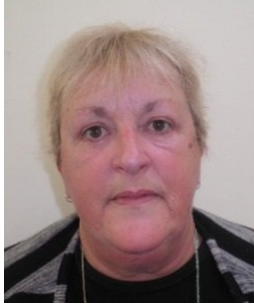
The Board of Management and the Executive continue to support and actively promote our wonderful maternity service.



Mum, Lisa; new baby Isabelle, Pippa and proud dad; Jamie Barry.

"There are few, if any, jobs in which ability alone is sufficient. Needed, also, are loyalty, sincerity, enthusiasm and team play."

NEW JOINERS



Pictured L to R

Lorraine Bland (Casual to Part Time) —Josie Black Community Centre
Felicity Wills Casual RN / Midwife

RESIGNATIONS

Anne Wilson
Anna Lucas
Jenny Grice

STAFF MEALS

A reminder to all staff that meals are available to order from the TMHS kitchen. Meals are subsidised and supplied at very reasonable prices, the cost is deducted from your wage. Main meals are appx \$4.50. Meals are required to be ordered, if unsure of the procedure catering staff are happy to assist. Students are also able to order meals and pay directly at the main office.

EDUCATION UPDATE

2/7/2018	Bereaved partners, exploring the journey of grief	SWHC Community Building		Safer care Vic
4/7/2018	Anti Hypertensive medications	Mt View	1430–1500	Jill Anderson Pharmacist
6/7/2018	Foundations of paediatric oncology	SWHC	0830-1630	PIC's
12/7/2018	"Enabling Eddie"	Lyndoch	1000-1300	Dementia Aust
17,24,31/7/2018	Dementia Essentials	Lyndoch Living	0930–1600	Lyndoch
13/8/2018	Applying a problem solving approach to behaviour	Lyndoch	1000-1300	Dementia Aust
14/8/2018	Foetal Surveillance Education Program	WDHS		
22/8/2018	Endovascular clot retrieval	Webinaire		Safercare Victoria

ANNA LUCAS—FAREWELL

Anna Lucas will work her final shift at TMHS on Sunday July 15th, 2018

A farewell dinner held at the Hampden Hotel in Camperdown on Friday June 29th was enjoyed by approximately 30 work colleagues.

Anna, her husband Scott, Jonty & Elsie are heading to Cohuna to explore greener pastures managing a Sheep Station. We wish Anna and family all the best for their next chapter and hope to see her from time to time as she returns to the area.



JENNY GRICE—FAREWELL



Following 30 years of dedicated service to the Terang & Mortlake Health Service Jenny Grice retired on Monday June 25th. Jenny began work as an RN at the Mortlake Hospital and following amalgamation continued her work with Terang & Mortlake Health Service in the Mortlake Outpatient department. Jenny was farewelled at a lovely afternoon tea shared with her colleagues.

SNIPPETS

It was touted as the clash of the century when Tatyoon hosted Woorndoo Mortlake in May. Well...not quite but it was a good day out for CEO Julia Ogdin and Nursing staff Jess Cameron and Peta Rickard who all recorded wins for their respective netball teams.



Congratulations from all at TMHS to Skye and Tom on their recent engagement



And a huge vote of admiration for RN Marg O'Sullivan who recently completed the Great Ocean Road Marathon—a mere 46 kms! Well done Marg.



**New & Updated Documents Posted On
PROMPT and Form Central
1st May to 30th June 2018**

Department on PROMPT	Policy Document Title	New or Updated	Date Published on PROMPT
Clinical	Adult Diabetic Ketoacidosis Protocol	Rewritten	01/05/18
Clinical	Insulin Infusion Protocol	Rewritten	01/05/18
Clinical	Theatre – Patients Observation in Recovery	Major Changes	01/05/18
Clinical	Theatre – Cleaning of RMD's prior to disinfection or Sterilisation	Rewritten	01/05/18
Clinical	Blood Ketone Testing	Rewritten	01/05/18
Clinical	Theatre – Unloading of Sterilisers	Major Changes	01/05/18
Clinical	Client Medical Emergency	Minor	01/05/18
Clinical	DNS – Home Visit Register	Minor	01/06/18
Clinical	Theatre – Preventative & Corrective Actions	NEW	01/05/18
Clinical	Theatre – Release of RMD's following Reprocessing	NEW	01/05/18
Clinical	Theatre – Deviation Reporting	NEW	01/05/18
Clinical	Theatre – Management & Staffing of the Sterilising Department	Minor	07/05/18
Clinical	Underperforming Student	Minor	07/06/18
Clinical	DNS – No Lift in the Community	Minor	07/06/18
Clinical	Triage, Consultation & Referral of Pregnant Women at Term	Minor	07/06/18
Corporate	Capital Projects – Approval & Management	Minor	01/06/18
Corporate	Contract Management Procedure	Minor	01/06/18
TMHS Wide	Probationary Period Protocol	NEW	01/05/18
TMHS Wide	Risk Management	Major Changes	01/05/18
TMHS Wide	Clinical Governance	Major Changes	01/05/18
TMHS Wide	Leave Policy	Minor	01/06/18
TMHS Wide	Appointment of Staff	Minor	01/06/18
TMHS Wide	Overtime, Time in Lieu (TIL), Flexitime, Make-Up Time	Reviewed	01/06/18
TMHS Wide	Protected Disclosures	Reviewed	01/06/18

VOLUNTEER WEEK MORNING TEA

Give a Little, Change a Lot

The Health Service hosted a morning tea for our volunteers on Thursday June 21st at the Noorat Community Centre. The morning tea was to recognise our many volunteers that contribute in so many ways to our Health Service. The theme for volunteer week was "Give a Little, change a Lot". In accordance with this theme our volunteer co-ordinator, Sally; made a very impressive banner which was displayed at the morning tea.

A short presentation was made by one of our successful L2P graduates Kaitlyn O'Neil who expressed her gratitude to her mentor and for the program.

The volunteers were thanked for their contribution to the Health Service by Sally and CEO; Julia.



YOUTH MENTAL HEALTH FIRST AID TRAINING AT TMHS

In June TMHS had the privilege of hosting two Youth Mental Health First Aid (YMHFA) courses. Congratulations to the 28 community members who completed the course and a big thank you to Nikita for facilitating.

The YMHFA course teaches adults who have frequent contact with adolescents, such as parents, guardians, school staff, sport coaches and youth workers, how to assist adolescents who are developing a mental health problem, experiencing a worsening of a mental health problem or in a mental health crisis.



PEOPLE
MATTER...
HAVE YOUR SAY



Thank you to those staff that completed the people matters survey. The results have been received and following analysis, area's of concern will be addressed by the new Workforce Capability & Culture Committee

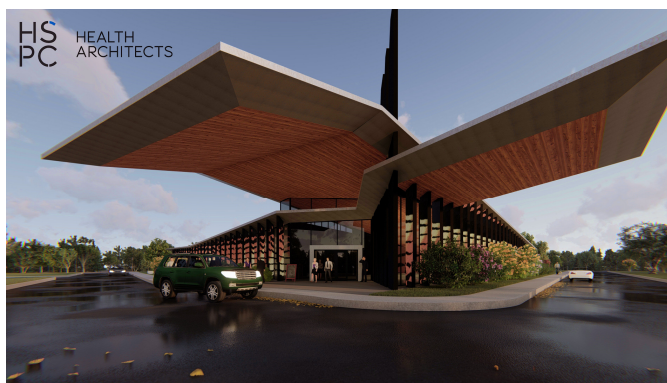
Kronos

Logging onto the Kronos mobile app. before pay day and reviewing your time-card can help to ensure that there are no "unknowns" on your pay slip on pay day. Instructions on downloading the Kronos app. onto your mobile device are available at reception



MORTLAKE COMMUNITY HEALTH CENTRE REDEVELOPMENT

A community consultation session was held at the Mortlake Bowling Club on Monday July 25th to inform Mortlake and surrounding community members about the proposed redevelopment of the Mortlake Community Health Centre. Following the presentation an opportunity was given for questions and feedback on the proposal. The session was well attended and the response from those in attendance was supportive. The Board and Executive are currently working hard to secure Government support and funding for the project.



CODE OF CONDUCT

Conflict of Interest

A conflict of interest occurs where there is conflict between the public duty and private interests of a public official. A conflict can be actual, potential or perceived. It may relate to circumstances where the employee is or could be directly influenced, or where it is perceived the employee might be influenced.

Public Sector employees avoid conflicts of interest (actual, potential or perceived) wherever possible. They ensure their personal or financial interests (including the interests of family members, friends, or associated do not influence and could not be perceived to influence the performance of their

role.

Public sector employees declare any conflict of interest. They manage any conflicts of interest that cannot be avoided in accordance with their organisations policies and procedures.

If unsure about a possible conflict of interest, public sector employees seek advice from their manager.

COMMUNITY HEALTH CENTRE

Want to make the healthy choice the easy choice for you, your family, your friends, your employees?



We're a part of the Corangamite Health Collaborative (CHC*) and if the above is your thing we've got a CHOICES4CHANGE community workshop you won't want to miss.

It's being held on 4 different days in 4 different locations in the hope you can make one of them. (And yes, they're free.)

COBDEN on July 18 in the Senior Citizens Centre from 5.30–9.30pm

TERANG on July 23 in the Rose Room of the Terang Civic Hall from 11am–3pm

TIMBOON on July 24 in the Supper Room of the Timboon & District Public Hall from 10am–2pm

CHOICES4CHANGE is about a new and exciting approach to finding ways to make the healthy choice the easy choice for people living in the Corangamite Shire. The workshops, led by Deakin University, are about the whole community coming together to make changes that will have a positive impact on current and future generations.

All community members are welcome to attend. In order to create lasting change, we really need as many people to attend these workshops as possible.

TO REGISTER (and for more info) contact Laura Stevenson on 5592 0301 or at lestevenson@tmhs.vic.gov.au



The community Centre has been holding crocheting sessions on Wednesday afternoons. The sessions have proven extremely popular and the group is thriving under the guidance of Lyn Turner.

Risk Management

Model

