

# MINUTES OF THE AAAGP COMMITTEE TELECONFERENCE

## HELD 20TH JANUARY 2009

1. **Attendance:** Sarah Dennis, Jon Emery, Marie Pirotta, Deb Askew, Dimity Pond, Vicky Palmer, Joachim Sturmberg, F. Howes & Kitty Novy.
2. **Apologies:** Marjan Klakovic.
3. **The Minutes of the Last Meeting:** the minutes of the meeting held on the 2<sup>nd</sup> December 2008 were accepted as an accurate record.
4. **Matters Arising:**
  - 4.1 **The A3GP name.** There have been comments on both Facebook and by email with broad support for making the name more inclusive. But it was felt that the association would remain predominantly concerned with Australian primary care albeit with a wish to foster collaboration with New Zealand. Some members felt that if there is a groundswell of New Zealand members then they should be encouraged to found their own association. The association's constitution makes no mention of rules concerning a change of name but the Association & Corporation Act 1981 Victoria states that a special resolution is required with 75% of votes cast, whether in person or by proxy. 21 days notice must be given of the proposal to change names and such notice must also state the entitlement of members to vote by proxy. Deb is to check with the Registrar of Associations Victoria to ensure that there are no additional rules to be considered. There is to be another article in the next newsletter in preparation for a name change resolution at the AGM in July. Kitty is to review the different names proposed and these will be considered at the next committee meeting. In general it was considered that the new name should reflect the association's interest in primary care and should be more inclusive of the collaboration between the Australian and New Zealand members.
  - 4.2 **Membership Application Form.** Amendments to this form were discussed with a view to it being more revealing as to what each new member brings to the organisation. It was felt that the form should elucidate the disciplinary background of the new member. A final version of the form needs to be agreed. Until the name is amended only a small print run of the amended form will be required but this should include the change of association address and the new telephone number. It was suggested that we need to re-survey existing members to ascertain their current research and teaching interests, their views on what the association is doing well and what matters it could improve upon. The survey and or the response to it should be posted on the association's web site as well as being sent out to new members.
  - 4.3 **The Secretariat Position.** Kitty has agreed to take on this position and she will confirm with Helen that all the necessary paperwork has now been forwarded.
  - 4.4 **Primary Health Care Discussion Document.** Submissions were invited from all members via the recent newsletter. It was suggested that the committee focus its response on two sections: section 5 which resolves around the need for high quality care and continuing research and innovation; the section 9 on education and training. It was felt that General Practice research should not to be confused with devising ways to

improve quality care. Inadequate funding for research was discussed and the need for a funded central unit to support primary care research was identified. A number of other issues relating to the document were discussed. These included the suggestion that a quality improvement framework would be helpful with incentives for increased quality care and for primary care research. Two questions were emphasised:

1. How do we improve the current research culture?
2. How do we introduce measures to assess the quality of care provided whilst avoiding the dangers of going down the 'performance related pay' route?

Access to data on primary care is poor and this in part is due to the absence of standards for primary care software. The association has historically promoted models of both horizontal and vertical education and training which are discussed in the document. The GP super clinics are seen as a model for developing better horizontal education and training. Funding for GP training placements comes from the Universities via undergraduate money and from regional training providers and the two are not always well aligned. In essence there are two alternative models: the Medicare model and a revamp of PIP but the model has to be cost neutral! The continued training of practice nurses is flagged within one of the sections and is within the remit of the AAAGP. The training of general practice nurses needs to fit the GP model. Sarah is to look into this matter further. Extending the curricula to focus on chronic disease management was also discussed. Jon is to draft hard and fast recommendations within the next seven to ten days as they are due in by the 27<sup>th</sup> February and these will need to be signed by all the executive members on behalf of the AAAGP.

## **5. General Business:**

### **5.1 Membership.**

**5.11 New Members.** Carolyn O'Shea was agreed as a new member of the association.

**5.12 Finances.** Kitty to do a training course in MYOB

### **5.2 Communications to President.**

### **5.3 Newsletter.**

**5.31 Lead article/other ideas.** Sarah was congratulated on a fantastic December issue. There are three issues per year with the issues coming out in March/April, July and November/December. Kitty is, within the next week or so to lobby members for any articles they wish to submit or matters they wish to raise. These are needed by the end of February/first week in March. It was suggested that we carry an article about the new primary care cancer trials group funded by Cancer Australia. Sarah will collate comments on the name change and do an article on this for the Newsletter. Jon to do an article on AAAGP response to the Primary Care discussion document.

**5.32 Advertising Income.** The RACGP is to pay \$500 for advertising foundation research grants in the Newsletter.

**5.4 Website.** Kit has enlisted the help of David who is in the Department of General Practice at the University of Melbourne. David is an expert on website design and will put in a number of hours per week to help with the AAAGP site.

### **5.5 Working Groups.**

**5.6 GP & PHC Conference 15<sup>th</sup>-17<sup>th</sup> July in Melbourne.** The broad theme of the conference will be 'research into policy' and the theme of the plenary session will be 'driving change'. We should invite someone from APHCRI.

**5.61 Venue for the Dinner.** The dinner will be on the 17<sup>th</sup> July and we need a venue to seat at least 60 - 80 people, the number that attended last year in Hobart. It was agreed that the cost per head will be about \$90-100. The

dinner's cost is usually subsidised so that it is cheaper for members than for non-members. Kit will dig out the budget and figures from last year. As to the location of a venue, to be near the Conference Centre somewhere in the Southbank would be ideal but it might be cheaper to go outside this area. Upstairs at Jimmy Watson's in Lygon St was suggested as an affordable option. Vicky and Kitty are to come up with ideas, to be safe this should be booked by the end of January.

**5.62 Lobbying Lunch/Post Doctorate Breakfast.** After discussing options it was decided to hold a post doctoral lunch on Wednesday the 15<sup>th</sup> July. Parker is to be asked to organise this, Kitty to email this request to Ellen. The special interests group lunch will be held on Thursday 16<sup>th</sup> July with one and a half hours to be set aside and tables organised to accommodate special interest groupings. In addition there is to be a skill based session to be held over lunch on Friday 17<sup>th</sup> July from 12.30-1.30.

**5.63 The AGM.** This will be held from 5.30-6.30 on Thursday 16<sup>th</sup> July and a venue for about 40 people will be required.

**5.64 The Bridges-Webb Medal.** We should put out a call for nominations in February

**5.65 The First Time Presenter Award.** This is to go on next month's agenda.

**5.66 Distinguished Papers Selection.** The call for abstracts will include the option for a longer abstract to be considered for this award.

**5.67 Booth**

## **6. Any Other Business**

**6.1 Raising Awareness.** Vicky Palmer wants to make contact, as Victoria state representative with members and potential new members, the idea being to raise awareness of the organisation.

**6.2 AAAGP HoDs meeting.** A heads of departments meeting was held last year at the end of the conference but this was not very popular with members. It was suggested that this time it is held as an early breakfast meeting from 7.45-9.15 with idea being to focus on strategic issues. Note that Jon cannot attend the conference at all as he will be in Cambodia and that Dimity will also be out of the country at an international conference.

**Next Meeting:** 17-02-09 at 12 noon.

## **Assigned Actions Required**

**Deb** is to check with the Registrar of Associations Victoria to ensure that there are no additional rules to be considered when affecting a name change to the AAAGP.

**Kitty** is:

1. To review the different names proposed and compile a list to be considered at the next committee meeting.
2. To confirm with Helen that all the necessary paperwork needed to carry out the job of secretariat has now been forwarded.
3. To ensure that the recommendations concerning the Primary Care Discussion Document, drafted by Jon are circulated to all executive members and submitted in a final version, signed by all the executive members no later than the 27<sup>th</sup> February.
4. To do a training course in MYOB.

5. To lobby members for any articles they wish to submit or matters they wish to raise in the next newsletter. This must be done within the next week or so.
6. To dig out the budget and figures for last year's Convention dinners in Hobart.
7. To email Ellen concerning
  - i) the post doctoral lunch on Wednesday the 15<sup>th</sup> July with Parker is to be asked to help organise this;
  - ii) the special interests group lunch to be held on Thursday 16<sup>th</sup> July with one and a half hours to be set aside and tables organised to accommodate special interest groupings;
  - iii) a skill based session to be held over lunch on Friday 17<sup>th</sup> July from 12.30-1.30;
  - iv) an early breakfast meeting from 7.45-9.15 for the Heads of Departments with the focus on strategic issues. .

**Jon is:**

1. To draft hard and fast recommendations concerning the Primary Care Discussion Document within the next seven to ten days.
2. To do an article on AAAGP policy for the next newsletter.

**Sarah is:**

1. to collate comments on the name change and do an article on this for the Newsletter.
2. to look into the matter of the continued training of practice nurses which is flagged within one of the sections and is within the remit of the AAAGP. The training of general practice nurses needs to fit the GP model.

**Vicky and Kitty** are to come up with ideas for a conference dinner venue for the 17<sup>th</sup> July, to be safe this should be booked by the end of January.

**Unassigned Actions Required**

1. A final version of the new membership application form needs to be agreed.
2. A small print run of the amended new membership application form will be required but this should include the change of association address and the new telephone number.
3. The Bridges-Webb Medal. We should put out a call for nominations in February.
4. Distinguished Papers Selection. We need to invite a call for abstracts

**Items for the Next Agenda**

1. The list of new association names will be considered at the next committee meeting with one to be selected.
2. The First Time Presenter Award.
3. Marie's apologies for not being able to attend the next meeting.
4. Poster Viewing Section