

**PRIMHD NGO Regional Coordinators Teleconference - Decisions and action items only**

22 January 2010

**Present:** Vivienne Martin, Monica Martin, Bill Alp, Soledad Labbe-Hubbard, Phillipa Gaines, Dita Ciulacu, Renata Balfour, Sandra Murray

**Apologies:** Sonia Tafilipepe, Jenny Hurunui-Angus

Agenda Item	Discussion	Action	Responsibility
Minutes of the PRC teleconference on 18/12/09	Minutes approved	<ul style="list-style-type: none"> <li>Phillipa to pdf the minutes of 18 Dec and to distribute to all PRCs.</li> </ul>	Phillipa
Process for testing installation of modems	Some NGOs are experiencing problems with their new modems (or their network) after the installing technician has left the site.	<ul style="list-style-type: none"> <li>Vivienne to send Bill a list of suggestions for inclusion in a check-list for NGO providers to use as part of the modem installation process.</li> <li>Bill to obtain additional suggestions from Tony Griffiths and to complete the check-list with a view to sending a draft to all PRCs for comment.</li> </ul>	Vivienne Bill
FAQ for use of the NHI when family/whānau are involved with care.	Phillipa thanked everyone for their input and comments and undertook to finalise this document.	<ul style="list-style-type: none"> <li>Phillipa to make final changes to the latest draft of the FAQ as per Karen's advice and Soledad's suggestion about adding another scenario (4) and to then distribute to all PRCs in pdf format.</li> </ul>	Phillipa
Lack of regional coordination and governance in the Southern region	Dita reported that some progress had been made on this issue and that Dan was waiting on Sonia's return to work to discuss Gateway's continued attendance at the NGO User Group meetings as the Southern NGO rep.	<ul style="list-style-type: none"> <li>Dan to work with the Southern sub-regions to identify at least one NGO that could act as the NGO rep for the South - able to participate by teleconference in the monthly regional DHB funding portfolio's meetings (at least that part of their agenda that relates to PRIMHD).</li> <li>Dan to discuss with Sonia (and the other sub-regions) the proposal that Gateway Trust be the NGO rep for the South Island.</li> <li>Phillipa has resent the Terms of Reference to Dan.</li> </ul>	Dan
Master list of NGO providers	MOH master list of NGO providers contains duplicates as well as some NGO providers that do not deliver services to consumers.	<ul style="list-style-type: none"> <li>The master list still requires a bit of fine-tuning by PRCs and the MOH.</li> <li>Monica to resend the master list to all PRCs after this meeting.</li> <li>Bill to send out the monthly status report for PRCS to update &amp; return.</li> </ul>	PRCs Monica Bill
Software vendor expo for PRIMHD	Phillipa reported back on her meeting with the MOH vendor relationship manager (and Bill) about PRIMHD before Xmas.	<ul style="list-style-type: none"> <li>Phillipa to follow up with the MOH vendor relationship manager</li> <li>PRCs to provide Phillipa with the following information by Fri 29 Jan:                             <ul style="list-style-type: none"> <li>- NGO provider interest in <b>attending</b> a vendor expo (possibly Wgtn only).</li> <li>- A list of standard questions that NGOs want vendors to answer.</li> <li>- If the NGO is not able to attend in person, then how many providers would want to receive a copy of an information pack that answered the list of standard questions? This applies to PRIMHD on-line providers as well, as they will probably want to transition to a PMS at some stage in the future.</li> </ul> </li> </ul>	Phillipa All PRCs
Progress with 'Biz Global' product	Bill reported that this product is now called 'Health Remote'. It has received its accreditation, the proof-of-concept trial has been completed, it has passed its technical testing and it is now due out in the market	<ul style="list-style-type: none"> <li>Bill has asked Telstra Clear for some information about its product launch plans and will continue to follow up with them regarding the planned date of release.</li> </ul>	Bill

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Progress report from the MOH about the costs for secure connection.	Bill reported that he has asked for an extra resource on the MOH team to help develop some formal communication on the costs of secure connection for NGO providers.	<ul style="list-style-type: none"> <li>The formal communications to providers will not be finalised until late February 2010 as they will have to go through an approval process.</li> <li>It will be a layered process in that the key messages will be specifically tailored for NGO providers in stages one, two and three.</li> <li>PRCs suggested that the key messages should also include some information on the necessity of a firewall, virus protection and a digital certificate (which is mandatory at the moment).</li> <li>Some PRCs registered their frustration at the amount of time that it was taking to get this costing information out to NGO providers, but most PRCs were giving their providers some provisional information (based on initial costing estimates) and continuing to work on the mapping process.</li> </ul>	Bill
Outstanding agenda items	As a large portion of the teleconference was devoted to discussions about the issues associated with secure connection, the group decided to carry over any outstanding agenda items for discussion the following Friday.	<ul style="list-style-type: none"> <li>Phillipa to send out an invitation to all PRCs and the MOH team re an additional teleconference timeslot on Friday 29 January.</li> </ul>	Phillipa
PRIMHD on-line	Changes to PRIMHD on-line	<ul style="list-style-type: none"> <li>MOH to alert PRCs if any technical changes are planned/made to PRIMHD on-line</li> </ul>	MOH
	Dita confirmed that section 4.2 of the PRC information pack includes those forms that are applicable only if the NGO wants to use NOAH.	<ul style="list-style-type: none"> <li>MOH to update folder to make this decision point clearer</li> </ul>	MOH
	Next RC teleconference	<p style="text-align: center;">Friday 5 February 2010 at 9.00am  <b>Dial 083033, Pin 181750#</b></p>	