

PRIMHD NGO Regional Coordinators Teleconference - Decisions and action items only

26 March 2010

Present: Vivienne Martin, Jenny Hurunui-Angus, Mary Borisova, Renata Balfour, Dita Ciulacu, Soledad Labbe-Hubbard, Kyle Hawkins, Katie Weastell

Apologies: Monica Martin, Phillipa Gaines,

Agenda Item	Discussion	Action	Responsibility
PRINHD Online connect request form	<p>MoH introduced three new forms to fill out and they can be sent out with mapping docs, as NGO have not made a decision on Secure connection providers the following fields does not need completion: Date Modem Installed and Modem Supplier. PRCs can complete the form on behalf of NGOs. Discussion on whether NGOs can have GENERIC USER ID (E.G. ADMIN) instead of individual ones because of Staff turnover. Monica advised that they can have individual or generic passwords. It is up to the NGO.</p> <p>It was suggested that this information should be incorporated in the Mapping document, to keep all information in one place for NGO.</p>	<ul style="list-style-type: none"> • Monica/Jenny to change date on form from January to March • New forms to be completed by PRCs to all Mapping documents sent from 26 March. 	<p>Monica/Jenny PRCs</p>
MoH letter to S3 NGOs	<p>Mary asked if the PRCs have received any questions about this. Mary only got two or three</p>	<ul style="list-style-type: none"> • Northern - received lots of responses and will be sending a joint letter to the Ministry • Southern - a few NGOs in Nelson region are resistant because of funding and cost cutting, but working through the issues • Central - most were waiting till someone contacts them. Were expecting a covering letter about PRIMHD, that provided more information that was actually provided in the email. Mary will follow up on this. • Also in Central and other regions lots of interest in reporting via MedTech. Currently not possible as their systems are not configured. Need joint approach - Vivienne/Sole will talk to Medtech. Mary will provide list of NGOs we know are with MedTech • Midland - receiving a few calls in regards to the letter in addition Waikato portfolio Manager requested for Vivienne to speak at the LAG meeting unfortunately this teleconference was held at the same time. There are likely to be more enquiries in the future but providers are asking the portfolio managers for extra funding to cover extra costs. 	<p>Mary Vivienne/Sole/Mary</p>
CD vs FTP	<p>Mary wanted to make it clear that CD is not a viable long term option. Organisations could report via CD in the</p>	<ul style="list-style-type: none"> • If PRCs have orgs that want to do CD as an interim solution, please refer to MoH and we will review each case on a case by case basis 	

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	interim, but need to be looking at other electronic options.		
Communication channels	Lots of comms, going to many different people and places, and sometimes different people get asked the same question, which is not most efficient way of doing it.	<ul style="list-style-type: none"> Going forward - any general mapping queries, contract questions, general rollout stuff, direct to primhduserinterface@moh.govt.nz. Monica, Jenny and Mary all have access to the mailbox and will respond. This way also we all are aware of the queries coming in Make it clear in the subject line what the query is about: mappings, contracts, rollout etc Specific organisation mapping queries send directly to Monica or Jenny. They have split up the regions and NGOs split between them, and that process is working well - Keep sending emails to both Jenny and Monica. 	
Telstra Clear Health Remote	Kyle contacted Telstra to find out more about the service and was told that it is not a stand alone service, among other things that need to be clarified	<ul style="list-style-type: none"> Mary will arrange a teleconference call between all the PRCs and each of the providers, so the PRCs can find out more about the services and ask any questions 	Mary
Discussion about NGO training	Discussed how the PRCs deliver training to NGOs within their regions	<ul style="list-style-type: none"> PRCs would like more discussion about T-codes at the next face to face in May. Phillipa to put on the agenda 	Phillipa
Digital certificates	Currently taking 4+ weeks to get a digital certificate. Question was raised about how long it should take and does the Ministry have the capacity to deal with all the applications	<ul style="list-style-type: none"> Mary will find out how long it should take 	Mary
Mapping documents	<p>How long does the mapping process take?</p> <p>Twenty four hour clock</p> <p>Discussion on NGOs that have sub contracts in regards to Mapping documents</p>	<ul style="list-style-type: none"> Ordinarily not long (a couple of days), but there is currently an issue with the system that issues site IDs, so we have a backlog. Issue escalated and trying to get a resolution. Until resolved, can still review draft docs and provide feedback, so continue sending through. Mary will keep everyone posted on where this are at. Business role - When a NGO does not know the time a referral is received but 0.00 and when the end date is not known but 23.59. Vivienne is going to give each of the organisations a Mapping Document and then a Mapping Document is given to the lead provider with all the team codes that relate to contracts held. 	Mary
Next meeting/actions	9 April	<ul style="list-style-type: none"> PRCs and MOH to send Phillipa items for the agenda by midday 8 April Previous meeting actions to be followed up by Mary before the meeting and submitted in electronic form <p>NB: Next teleconference will be on Friday 9 April 2010, starting at 9.00am</p>	<p>Phillipa</p> <p>Mary</p>