

Present: Vivienne Martin, Monica Martin, Bill Alp, Soledad Labbe-Hubbard, Phillipa Gaines, Renata Balfour, Jenny Hurunui-Angus

Apologies: Dita Ciulacu, Sonia Tafilipepe (urgently called away)

Agenda Item	Discussion	Action	Responsibility
Minutes of the PRC meeting on 23/11/09	<p>A number of amendments to the draft minutes were suggested.</p> <p>Sole reported that she had not received a copy of the minutes due to the NDSA email problems.</p> <p>Phillipa suggested that the group take the majority of actions as being read to allow time for the group to discuss the major issues as well as 'other business'.</p>	<ul style="list-style-type: none"> • Phillipa to revise the minutes of 23 Nov based on the groups input and to resend them to everyone. • The group to approve the final version of the minutes for public release as part of the teleconference on 18 Dec. 	<p>Phil Everyone</p>
Mapping	<p>Further discussion about what PRCs were doing in each region to deal with the consequences of the decision to delink the PUCs from the PRIMHD team types.</p> <p>The MOH confirmed that they are only able to deal with 8 mapping documents a week.</p>	<ul style="list-style-type: none"> • PRCs to clearly signal future mapping activity so that everyone knows what work is in the pipeline. • MOH to set up and maintain a central log of mapping work that shows current and future mapping activity (where this is known) based on provider name. • PRCs are able to submit more than 2 mapping documents a week if there is spare capacity to do so (i.e. other PRCs submit less than 2). • Sole to develop a flowchart of what she understands to be the steps (and timeframes) in the mapping process from first contact with the provider to sign-off by the MOH. • Sole to submit her flow-chart to the MOH, along with a copy of a completed 'Working Document' so that the MOH team can review it from their perspective with a view to sharing the learning with other PRCs. 	<p>PRCs MOH PRCs Sole Sole</p>
Costings	<p>Ongoing interest in this area as it is a major concern for NGO providers.</p> <p>Sole asked for the date of the next ESG meeting.</p>	<ul style="list-style-type: none"> • Bill requested some changes to the wording in the minutes around BizGlobal and 'security' issues. • Please note that the draft costings that Bill has provided are for discussion purposes only and that a final decision has yet to be made by the ESG about what (if any) costs will be met by the project for NGO provider connection. • Next meeting of the ESG is 17th Dec 2009. 	<p>Bill</p>
Coding of whanau/family contacts	<p>The group considered that the commentary in the minutes was not an accurate reflection of the discussion with Karen Belt (MOH) on the day.</p>	<ul style="list-style-type: none"> • Phillipa to draft a couple of dot points based on her understanding about what was said at the meeting and to then liase with Vivienne and Karen to gain some certainty about the issue. Include the final decisions as part of the minutes. 	<p>Phillipa</p>
Master list of NGO providers	<p>MOH master list of NGO providers contains duplicates and some providers that do not delivering services to consumers.</p>	<ul style="list-style-type: none"> • Monica to send out her list of NGO providers to each region for PRCs to check (with DHB funders). • PRCs to return a 'clean' list to the MOH. 	<p>Monica PRCs</p>

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Software vendors	Some discussion about approaching software vendors at a national level to discuss a collective approach for NGO providers that already have their software system and are wanting to achieve PRIMHD compliance.	<ul style="list-style-type: none"> • PRCs to check how many NGO providers are utilising software systems in common. • PRCs to consider sending around a group email to all NGO providers as a quick way of determining an answer to this question, if they have not already made contact with all of their providers. • Once the numbers are known, PRCs to let Bill know so that the MOH and Platform can plan an approach to vendors in 2010. 	
Platform Newsletter	Sole reported that she had not received PG's email requesting regional updates for the Platform newsletter.	<ul style="list-style-type: none"> • PRCs to send any additions or changes to the draft newsletter to Phillipa by cop Monday. • Phil to resend the original email to Soledad. 	
Part payment issue?	Vivienne requested a response from Bill with regard to an email that she had sent through to him.	<ul style="list-style-type: none"> • It was unclear to the group what this issue was about. • Bill to follow up with Vivienne. 	
	Next RC teleconference	<p>Last one for 2009 - Merry Xmas Friday 18th Dec at 9.00am Dial 083033, Pin 181750#</p>	