

15 November 2017

Introduction

Springs Medical is committed to working closely with the community to ensure delivery of quality, timely and accessible primary health care services that best meets patient and community needs now and into the future. Springs Medical's services and programs are guided by the themes articulated in our four year strategic plan (2016-2019) including to:-

- Deliver exceptional primary health models of care with a focus on
 - 1. Wellness
 - 2. Health promotion and disease prevention and
 - 3. Chronic disease management
- Ensure a quality patient journey
- Strengthen Community Collaboration and Engagement
- Achieve excellence and be innovative

The Put a Spring In your Step (SIS) Wellness Program provides a unique opportunity to engage with community in an innovative and considered way. The establishment of the SIS Advisory Group is designed to provide a forum for timely community engagement and consultation from members with a keen interest in and experience in patient wellness programs.

The Program supports chronic care programs for patients across the Hepburn Shire for the financial year, current until 30 June 2018. The program is funded and supported by the Western Victorian Primary Health Network (WVPHN).

Purpose

SIS Advisory Group will act as an advisory group to Springs Medical and make recommendations to the Springs Medical SIS Management Committee. All responsibility for decision making and operational matters continues to rest with the Board, Doctors, staff and allied health associates of Springs Medical.

In addition to the current SIS Programs evaluation policies and procedures (as defined by the funding agreement) the Put a Spring In your Step Wellness Program (SIS) Advisory Group will provide a regular forum for program consultation and review, provision of independent advice and feedback and may also provide advice regarding additional health needs and potential funding opportunities for health promotion, disease prevention and chronic disease management programs for the local communities.

Meetings

Meetings will be held at 10 Hospital Street Daylesford two to three times over the remaining six months of the program (likely to be early evening mid-week). Should the program receive funding for periods beyond 1 July 2018, the Group may be requested to continue beyond this time frame otherwise the Group may cease at the end of the current SIS Program Funding.

Secretarial support for the SIS Advisory Group will be provided by a nominated Springs Medical administration officer.

Chair

The Chair will be Springs Medical General Manager and will feedback to the Springs Medical Board, SIS Management Committee and WVPHN.

Membership of SIS Advisory Group

The membership will comprise of the SIS Coordinator (allied health professional), 3 volunteer patient representatives, 3 volunteer community members, and 3 medical, nursing and allied health provider representatives). Community members will further be involved in ongoing review, design and implementation of SIS through one to two community engagement focus groups to be run near the end of the program (May / June / July 2018). The information from the focus groups will be synthesised and provided to the SIS Advisory Group and SIS Management Committee for review

Summary of membership:-

- Springs Medical General Manager (1) Chair
- SIS Coordinator (1)
- Volunteer SIS Participant / Patient Representatives (3)
- Volunteer Community Members (3)
- Medical, Nursing and Allied Health provider representatives (3)

Scope

- To provide independent input and advice to Springs Medical SIS Management Committee on major/key aspects of SIS Program delivery.
- To provide independent input and advice to Springs Medical SIS Management Committee on community needs especially related to health promotion, disease prevention and chronic disease management.
- To participate in literacy, communication and quality measures by monitoring all communication methods within the SIS program.
- To contribute to the ongoing design and implementation of the SIS program.
- To provide independent advice on key implementation issues;

- Provide independent evaluation and feedback of the SIS Program including implementation process and identify areas of improvement

Expressions of Interest for Community Members and Patient Representatives

Complete the attached form and email to Lynda Poke General Manager at:

l.poke@springsmedical.com.au

by no later than 15 December 2017