Advisory Committee Minutes

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Meeting of the HM Information Clearinghouse Advisory Committee

22nd November 2007

At 3.00 p.m.

J003 Meeting Room,

The Faculty of Health Sciences

University of Sydney

Present	Catherine (Katy) Bridge (Faculty of Health Sciences, University of Sydney)
	Sandi Light-foot Collins (NSW Health)
	Stacey Sheppard-Smith (NSW HMMS State Council)
	Ruth Jacka replacing Melinda Patterson (Council of Social Services)
	Peter Phibbs (Faculty of Architecture, UWS)
	Amelia Starr (Disability Council of NSW)
	Lisa Langley (COTA NSW)
	Mark Flynn (DADHC)
	Margaret Nuse (Guest, OT Advisory from State Council)
Apologies	Steve Malvern (NSW State Wide Home Modification Service)
	Annette Keay (Lifetime Care and Support Authority of NSW)
	Christine Foran and Anthony Ciesiolka (Department of Housing)
	Claudia Kennedy (DADHC)
	Anne Reeve (South Coast HMMS)
	Ian Maxwell (Wesley HMMS)
	Sue Slattery (Independent Living Centre of NSW)
	Col James (Faculty of Architecture, University of Sydney)
Chair	Catherine (Katy) Bridge (Faculty of Health Sciences, University

of Sydney)

Note taker Maree Porter (Faculty of Health Sciences, University of Sydney)

Notes	Actions
1. Welcome, introduction & apologies	
Katy opened the meeting at 3.00 p.m. Apologies were noted. Minutes from the last meeting. Minutes were accepted as is, no amendments required.	**MP** to put minutes on website.

3. Clearinghouse update

Webstats:

Katy advised of the following;

- ➤ Heaviest usage is in NSW followed by SA
- ➤ Australia still majority user
- ➤ USA comprising close to ¼ of visitors followed by UK and Canada
- ➤ Site has been accessed by users in 57 countries over the last quarter

Katy advised data from the Clearinghouse site and the Webstat data are not correlating. Unlike the HmInfo web statistics collection, Webstat eliminates HmInfo staff and irobots (spammers) log-ins from its statistics collection making for more accurate collating of users data. Katy disseminated a list of the top ten downloaded HmInfo publications. At number one with 294 reads was *Understanding Aboriginal Australians for more Effective Provision of Home Modification Services - SUMMARY BULLETIN* and at number two with 270 reads was *Dementia Design Guidelines: Home and Community Care Capital Works Program 2nd Edition.*

CB is in the process of arranging for site upgrade to be conducted.

The past quarter has recorded visitors to the old website. A redirection is now in place to prevent visitors accessing the old HmInfo website. Errors continue within the site resulting in users having to log in twice, Lawrence is following up on this.

Gordon is in the process of updating the website to Drupal 5 (open content management system) to enable greater functionality i.e., deliver information to mobile phones (ideal for industry workers). Katy invited the Advisory Committee to discuss and decide if this product should be used in Action Based Promotion. Stacy advised it should be geared towards OT's as a useful tool in the field.

Systematic Review Updates

A number of systematic reviews are currently in progress. These include;
1. Barriers to Home Modification
2. Home environmental determinants & Interventions pertaining to aggressive & self injurious behaviour of people with cognitive impairment

Barriers to Home Modification was taken from the Queensland Housing Report and synthesised. Seven barriers were identified in the report including psychological and various practical barriers. Recommendations include developing strategies to deal

with identified barriers.

The review titled "Designing home environment for people with cognitive impairment who display aggressive or self injurious behaviour" is complete.
This paper presented at previous meeting and no further discussion was generated.

Hot topic Summaries/occasional papers

Modification or Relocation: Summary Bulletin

Home water management: Summary Bulletin

Gardening: Summary Bulletin

Katy advised the Modification or Relocation and Home Water Management Summary Bulletins are in progress and both require rework. The modification or Relocation Summary Bulletin evolved out of contact from consumers requesting information on the positives and negatives of staying in their homes, or relocating/ downsizing. This generated discussion among the members. Stacey reported that the MBA publication addressing issues is only available in hardcopy. Mark added that the government is keen to broach the issue. Stacy advised that there needs to be a link to the CACP Guidelines. Lisa stated that COTA addressed the financial risks of reverse mortgages and offered to work with Katy on these issues. Katy noted regarding consumers talking to a friend or family member using the checklist, a proposal was submitted to AHURI for funding to research reverse mortgages. Ruth cautioned that with reverse mortgages, money accessed becomes income and affects pension eligibility. Katy concluded that this Summary Bulletin is designed to show the key issues and help inform decision making.

YM, NG currently working on documents.

The Gardening Summary Bulletin was circulated to members; this publication is currently being edited in preparation for publication. Katy reported another area in need of investigation arising from this publication is fencing. Fencing issues for clients with dementia, aggressive behaviours, also neighbourhood disputes and issues for maintenance and the increase of requests to Home Mods Services for fencing.

CB to send reference to **LM** to finalise prior to publication

Consumer Fact Sheet

The completed Consumer Fact Sheet, Industry Fact Sheet and Industry Check List on "Arranging Home Modifications" are now complete and copies were circulated to the group. The Fact Sheet includes services and contacts relevant to each state. After the publication information is received they will be uploaded to the website.

MP publish on website

Suggested hot topics / occasional paper / systemic review / fact sheets

- ➢ Exploration of Lifts and Stair Lifts. Stacy asked if national funding is available from DADHC for this, Mark replied that DAHHC have national programs and are currently investigating options.

- ➢ Fencing options; the group discussed options for fencing private and group homes considering access and safety issues of people with dementia, aggressive behaviours or mobility/access issues.

Occasional Papers

HACC MDS Report

The amended report incorporating the 2005/2006 data was circulated to committee members for comment. Due to a computer glitch prior to the meeting, only minimal hardcopies copies were available. Members agreed the publication is important and were keen to attain copies.

MP to forward PDF copies of the report to attendees

KB reported when analysing data, the framework for analysis was the HACC Quality Standards. There were problems with the existing data hence the 2005/2006 data was analysed and the current data analysis is now correct. Katy reported that this is the first report on HACC data over a five year period advised the 2006/2007 data has been applied for to conduct an updated report.

Events & Training

ILC Education Training Session 27/11/07
Lyndal to conduct a training session on home mods issues and the HmInfo Clearing House website at ILC.

ICADI Conference Florida, USA 2008 - Katy has been invited to present on the effectiveness of Systematic Reviews. KB will be presenting a paper on the AHURI Cost Benefits report and mobile phone technology. KB is still sourcing sponsorship for Sri Lankan delegates (some with disabilities) to attend the conference and requested members input on potential funding bodies.

I-CREAT3 Bangkok, Thailand 2008
Conference on Assistive Technology. KB to put together a symposium and is currently sourcing partnerships with a theme to package.

Possible Universal Design Conference in partnership with ANUHD

KB and Amelia working together to run a Design conference in early 2009. They are currently sourcing funding options including

Commonwealth funding and seeking partnerships with local and international stakeholders. AS attended the Sydney Visitors and Convention Bureau information day to gather ideas. KB noted the conference will target industrial, commercial and multi-disciplinary people in the field of Design.

KB to follow-up with **AS** on this

Other Clearinghouse Projects

Cost-benefit of care for older people in the home project

Complete and final report is with AHURI and has received good reviews. PP noted the report used secondary data from the Disability Carers Survey. Limits of the data were the lack of data collected on benefits. The report highlighted the amount of time given by primary carers and the impact of housing tenure on carers for instance private rental cost and the increase in costs to renters due the need for specialised carers. Outcomes from the report confirm that care at home is cheaper than institutional care supporting the move to care in the home. Katy advised the group will be notified when the final report document is available from the AHURI website for direct download.

MP to ensure links to AHURI publication available on HmInfo website

My Virtual Home project

Katy gave a summary of the project and the developments to date. My Virtual Home is free software for consumers, the program would enable OTs and builders to interactively communicate the end design outcome in a virtual form as a part of the assessment process. KB and LM met with Paul Condon regarding a controlled pilot using the software in two homes. KB noted the program would be useful for OTs in the field using laptops. SLC noted there is currently a moratorium in NSW Health on OTs accessing laptop computers.

KB to follow-up with **PC** and **CJ** on this

DADHC Group Homes Design Guidelines Revision

DADHC funded project to re-write the Group Homes Design Guidelines. The first stage of interviews conducted with staff and one resident of various group homes along with regulatory review and Post-occupancy Review now complete. Systematic Literature Review to highlight gaps is also complete. Summary of stage one interviews reported no evidence that the current guidelines are being used.
KB is currently waiting on DADHC regarding the funding submission for stage two of interviews with consumers. KB noted, extending the project will enable greater feedback and input from those living in group homes and their families prior to publishing a revised set of guidelines.

KB to follow-up with DADHC regarding funding for stage two

Other business

MOU with Home Modification and Maintenance State Council
Item carried forward to 2009.

HmInfo Clearing House Annual Report

The 2006/2007 Annual Report is currently underway. The acquittal paperwork from DADHC has been received and is in the process of being completing.

Possible Research to Test Grabrails

Stacy tabled the possibility of Sydney University conducting a study testing the Australian Standards on grabrails. Currently OT Australia and the NSW Department of Health use the HmInfo grabrails article in educating OTs. The group discussed the importance of the research as the standards have not been tested. The research will test force in any direction used on grabrails in excess of 1100 newtons. Stacy and Katy are to meet to form a committee to discuss the grant in more detail.

KB to follow-up with **SSS** on this

Members of Advisory Committee leaving

Melinda Patterson has retired from her role with the Clearinghouse. Ruth Jacka is the new member who will be representing NCOSS.

Sandi Light-foot Collins will be representing NSW Department of Health.

Next Advisory Committee Meeting

The venue for the next meeting is yet to be decided, however the meeting may be held on Thursday the 13th March 2008 at the Faculty of Health Sciences, University of Sydney.

Members requested that the commencement time for the meeting be changed to 2pm.

MP to change all templates to reflect the new starting time of 2pm