



The University of Sydney
Faculties of Health Sciences and Architecture
**The Home Modification:
Information Clearinghouse Project**

Advisory Committee Minutes

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Meeting of the HM Information Clearinghouse Advisory Committee

22nd May 2008

At 2.00 p.m.

J003 Meeting Room,

The Faculty of Health Sciences

University of Sydney

Present

Catherine (Katy) Bridge (Faculty of Health Sciences, University of Sydney)

Mark Flynn (DADHC)

Ian Maxwell (Wesley HMMS)

Allan Whelan (NSW Department of Housing)

Stacey Sheppard-Smith (NSW HMMS State Council)

Sandi Lightfoot Collins (NSW Department of Health)

Apologies

Col James (Faculty of Architecture)

Jordana Goodman (Physical Disability Council of NSW)

Amelia Starr (Lifetime Care and Support Authority)

Mark Ellis (SCOPE Access)

Chair

Catherine (Katy) Bridge (Faculty of Health Sciences, University of Sydney)

Note taker

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

Notes

1. Welcome, introduction & apologies

Katy opened the meeting at 2.00 p.m. Apologies were noted.

Minutes from the last meeting

Minutes were accepted as is, no amendments required.

Actions

MP to upload minutes onto website.

Notes**3. Clearinghouse update**

Webstats:

Katy advised of the following;

- 6,358 visitors since the last meeting
- 849 returning visitors
- Australia still majority user at 74.28%
- A new webstats report has to be generated as tabled report not comprehensive

Since last meeting there has been an increase in visitors to the site coming from Australia. There has been an increase in the number of users from NZ. Stacey asked if the one day workshop could have inspired this increase? Katy attributing this increase to the work last year with CHRANZ.

The site was up graded to version 5.7 of DRUPAL from version 4.7 DRUPAL. This will improve stability and functionality of the site over time. The biggest advantage of moving to version 5.7 is the increased number of modules available and system architecture. (Modules are the software building blocks of DRUPAL).

Improved functionality will include both from user perceptions and back end administration. Immediate enhancements will be;

- Improved technical documentation of site,
- Improved notification and registration of new users and improved review of usage by existing users,
- Improved social networking capacity and networking, and
- Improved and enhanced searching.

Medium term strategies will include;

- Enhanced use of mobile devices (DRUPAL has a series of modules to allow information posting via mobile devices and reading of site via mobile devices),
- Facilitating key worker networks, and
- Enhanced production of regular published materials

While the site has improved functionality, several significant issues have arisen in the upgrade;

- Difficulty with Cascading Style Sheets (CSS) these are not always configuring properly if user is not a known user or not logged in. This results in graphics not showing and in some cases published materials not appearing in alert blocks on home page of site;
- Mapping of locations via geo-location on maps requires refinement as there appears to be some difficulties with map APIs from Google, and

Actions

MP to email attendees copy of new webstats report when generated

Notes

- The site went offline for approximately four days, two of which were a weekend. Still unsure what caused this, it could have been memory leakage within site leading to overload of cache. It could have also been a result of upgrading of site to a virtual server some time earlier by hosting company. This is currently under review and resolved within the next month.

As a result of the site crashing, it has become apparent that the relationship and communication strategies need to be improved with hosting company AC3. A meeting is to be organised within the next month to clarify helpdesk support, technical support, access to server and technical documentation of host. Secondly HMinfo will establish with AC3 a build a development and production site for HMinfo.

Actions

KB to follow-up with ac3 and AC

Systematic Review Updates

A number of systematic reviews are currently in progress. These include;

1. The use of colour in the home environment of the elderly and visually impaired individuals.

The aim of this systematic review is to identify and review the effectiveness of the use of colour and colour contrasts around the house to enable elderly and individuals with vision impairment to safely and independently move around their dwellings. The research question was refined into an operational format to allow for a systematic search of the literature. Over 100 papers published between 1980 and 2008 are currently scanned and analysed according to the study inclusion and exclusion criteria. A matrix for the analysis of the information collected has been created and its completion is currently in progress.

2. Effectiveness of ceiling hoists during the bed-to-chair transfer. Copies of this publication was circulated to the committee members for review. The aim of the research is to investigate the effectiveness of ceiling hoists over other methods of patient handling, and assist with decision-making of (older) people with disabilities and their carers in relation to installation of ceiling hoists.

Stacey raised the issue of whether the Grabrail Installation Fact sheet "Looking at installing your own grabrail?" could pose liability issues? Katy replied stating no. Stacey suggested changing the document to place a cautionary statement at the front.

Advisory Committee to review and send feedback to Maree

Notes**Occasional Papers*****HACC MDS Draft Report***

This publication is now available for downloading on the HmInfo website. Stacey asked if this document can be distributed. Katy advised the report has gone to the Heads of Government Meeting.

Actions

MP to ensure links to publications available on HmInfo website

Events & Training***Cambridge Workshop Series on Universal Access and Assistive Technology (CWUAAT), Cambridge University UK***

Katy attended and presented on the Clearinghouse. Gerard Cradic's keynote address highlighted work by HmInfo as critical and world leading. Also USA has taken two systematic reviews and posted them on their website.

I-CREATe 2008, Bangkok, Thailand 13-15 May

Conference stated aim was; *"To provide a previously lacking platform to address current and future developments in the areas of Rehabilitation Engineering (RE) and Assistive Technology (AT)"*. Andrew attended on behalf of Katy and presented a joint paper titled "A Proposal to use mobile phone technologies linked to online Content Management Systems to enhance knowledge transfer between community care workers". The paper was well received and had some good feedback and the conference was an opportunity for fostering partnerships in the Asia Pacific.

Housing Researchers' Conference, RMIT, Melbourne 18/06/08

Katy will be attending and presenting a paper on the preliminary stage of the Reverse Mortgages project.

Other Clearinghouse Projects***My Virtual Home project***

Katy noted there is currently a rate limiting step on the project while waiting on CAD drawings. Architecture students at Sydney University will be completing as a project next semester. 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 to follow-up on progress next semester

Notes**“Off the Rails” AV Pilot Project**

At the last meeting the possibility of ‘Podcasts’ or an ‘E-raps’ style video clips of information to download, was also discussed. The group agreed that employing actors for creating informative downloadable clips to mobile phones, on the ‘how to’ of Home Mods, would be beneficial. Peter Phibbs produced a script on installing your own grabrail highlighting problems facing all three parties (OT, builder and client). It was agreed that this is an ideal resource for training and informing OTs, builders and clients/consumers. The script was available for review at the meeting. Comments and feedback from Advisory Committee were invited. PDF copies of the script are available upon request.

DADHC Group Homes Design Guidelines Revision

Developed a set of Guidelines for people building Group Homes for three types of clients with high level and specific needs. Group Homes (DADHC and NGO services) cater to three groups of clients with varying needs.

KB is currently preparing stage two of the research with architects preparing the room specs. There is a possibility to extend the project to Villas. Mark questioned whether they have greater flexibility? Katy replied stating this would be investigated in the research.

Dementia Day Centre Plans Audits

Audited 16 generated. Dementia Design Guidelines complete. State Governments announced nine dementia day care centres for NSW – The Audit underpinned this announcement.

Reverse Mortgages

KB is Chief Investigator on this AHURI funded project due to commence in June, 2008. The University of Sydney Human Ethics Committee application for the project I currently in progress. Katy noted that Reverse Mortgages maybe fruitful to find home mods. Sandi stated that OT requested information on whether RM is an option for funding home mods? Stacey noted there is a policy to look for alternatives for funding. Ian cautioned that there is a large amount of misinformation on RM and the risk depends on the product promoted.

Other business**MOU with Home Modification and Maintenance State Council**

Stacey and Katy met to discuss the drafted MOU. Stacey to take the draft to State Council and recommended it be an annual

Actions

Advisory Committee who wish to review to forward feedback within one month

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

Notes

agreement. Katy reported that HmlInfo also have drafted an MOU with ILC.

Actions**WorkCover and OTs Meeting 06/05/08**

A meeting was held at J003, Faculty of Health Sciences to discuss an important WorkCover issue facing OTs and the meeting was Minuted. Sue Dinley brought the issue to the attention of HmlInfo reporting the potential for liability for OT's regarding engaging a builder to perform a home modification. OT's felt that recommendations to builders made them project managers and therefore needed to manage under WorkCover Guidelines. If OTs don't instruct builders on WorkCover issues then the OT is liable for not providing workers with potential risks. The problem came to light and OT's need to be educated to decrease liability and risk. Need to know what is the law and what are the referral options available?

The Action for the Meeting was to source legal advice and get the message to OTs. It was agreed to advise OTs not to engage in Project Management or chose a specific builder or be the person who is liable in recommending contractors. This issue generated lengthy discussion among committee members. Katy noted that all services and government departments have their own policies. An OT is not a Head contractor or Project Manager and they need to protect themselves and refer to their service's policy. Ian stated that OTs are complaining about this and questioned whether builders can seek Home Mods for advice? Katy noted that Home Mods will be means tested and supply will go to most in need including those with issues of mental health functionality. Ian replied stating that the long waiting lists held in means testing as those who can afford it pay private contractors and don't wait. Sandi added that clients with mental health issues, especially issues with functionality, raise issues on the ability to legally sign a contract and give informed consent. Ian commented that builders and contractors do not have the ability to assess this. Sandi replied that a client authorises work and does not understand the contract arrangement, HM is potentially liable. Stacey advised that in these cases, a carer or guide should assist. Ian enquired whether HM have a policy regarding written consent prior to commencing work? Mark asked whether ACAT or COPS would be called in to assess? Sandi added that for OTs, HM is now a more regular part of the job. Ian advised that some OTs want to fulfil the client's wishes regarding MHs' despite the HM being incompatible with client's disability needs. Stacey relayed that more complex HMs are passed on to her organisation by OTs and advised that OTs need to upskill or mentoring by a more experienced OT. Ian replied that hospital-based OTs will refer clients and cannot follow-up with Stacey adding that some OTs follow-up with clients, others are not. Mark asked whether HmlInfo is able to help, for instance have OTs do rotational practical terms with HM services? Katy replied stating

Notes

that Hunter OTs asked her to assist with rotations and foster mentoring and practise research of OTs. She asked Mark if DADHC would support this? Mark advised Katy to submit a proposal to DADHC for consideration. The group agreed that issues of OT skills and training need to be addressed at the undergraduate level through standardised curriculum so that students have more skills, and in the workplace through greater training and mentoring opportunities.

Actions

Input to Commonwealth Government's 2020 Summit

The topic was raised at the previous meeting and Katy agreed to submit a recommendation to summit regarding Home Mods issues. A copy of the submission is available upon request to Committee Members. Contact was made with 2020 who requested we resubmit when the opportunity to submit is reopened.

MP to follow-up and monitor 2020 website for resubmission dates

Next Advisory Committee Meeting

The venue for the next meeting is **J003**, the meeting may be held on **Thursday the 21st August 2008** at the Faculty of Health Sciences, University of Sydney.