



Faculties of Health Sciences and Architecture

**Home Modification & Maintenance:
Information Clearing House Project**

Advisory Committee Minutes

**Meeting of the HMM Information Clearinghouse Advisory
Committee
19 May 2005
At 3.10 p.m.
Meeting Room J003,
The Faculty of Health Science
University of Sydney**

Present

Ms Jane Bringolf (Independent Living Centre of NSW)
Ms Phillipa Brennan (Health & Community Care Branch, NSW
Department of Health)
Ms Melinda Paterson (HACC Development Officer, Sutherland)
Mr Toni Adams (DADHC)

Apologies

Mr Ian Maxwell (Orange HMMS)
Ms Terry Kouros (Health & Community Care Branch, NSW
Department of Health)
Ms Rebecca Rodgers (NSW Department of Veterans Affairs)
Mr Darrell Meredith (Motor Accident Authority)
Mr Mark Flynn (DADHC)
Assoc Prof Peter Phibbs (Faculty of Architecture, University of
Sydney)

Chair

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

Note taker

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

Notes

Action

Welcome, introduction & apologies

Katy opened the meeting at 3.10 p.m. Apologies were noted. Katy welcomed Toni Adams & Phillipa Brennan.

Minutes from the last meeting

The minutes of the previous meeting of 24th of Feb 2005 were accepted as true and accurate record.

Clearinghouse Updates

Webstats:

Katy provided a summary of the webstats for the period from 20th of February till 18th of May. The total number of page views to date is 38,374, whilst total Visitors numbers are 4,679. In the period covered there were 819-995 visitors from 23 countries. Nevertheless 94% of visitors over this period were Australian, with the breakdown as follows: New South Wales accounting for (69%) Victoria (14%) Queensland (3%), Western Australia (3%), South Australia (2%), Australian Capital Territory (2%), Tasmania (1%) Northern Territory (0.25%) & others (6%)

See attached report

HS-NET

Katy reported that following a meeting with Mr Andrew Clark, Judi Bachmann and Kerry Taylor from the Office of Information and Communications Technology (BSDP office of the Dept of Commerce NSW) on Tuesday the 1st of March, an in-principle agreement had been reached. This confirmed the benefits of transferring the clearinghouse website to the BSDP platform and a letter was sent to John Lewis the Program Manager to this effect. The clearinghouse has been informed that a formal response confirming this is on its way, however the transfer is not cost neutral so the clearinghouse was advised to approach DADHC for additional monies to support this initiative. Katy reported that she had forwarded this financial support request on to Janet Milligan and was awaiting a formal reply to this request. Toni suggested that the move to HS-Net work present a great opportunity to undertake some web development and may also be an opportunity to modify the clearinghouse logo and following the division of home modification and home maintenance into two separate service types, to identify that the website provided only home modification information.

KB to follow-up with JM at DADHC and MB at Commerce.

KB to follow-up with review panels & FL.

Systematic Review Updates

Katy reported that three studies were complete and another two due for completion in November. She provided details as to the status of the following completed projects as follows:

Grabrail diameter study

Katy reported that she had been in correspondence with a number of research agencies in the US and had as a consequence received four new pieces of relevant material. These need to be incorporated an systematic review check needs to be made prior to the research bulletin

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being published. The Consumer and Industry fact sheets also need to go out to the relevant review panels and then ISBN and National library catalogue numbers need to be allocated.

Tile coating study

This study was completed as a honours project and has been awarded first class honours. Kate Whitfield the student involved has prepared a rough research bulletin and a draft consumer and industry factsheet. The clearinghouse will now arrange to get copyright for illustrations that are not original, reformat all material into HMMinfo style, and then organise professional editing. The Consumer and Industry fact sheets also need to go out to the relevant review panels and then ISBN and National library catalogue numbers need to be allocated.

Alternatives to auditory doorbell study

This study was completed as a honours project and has been awarded first class honours. Frances Lee the student involved has not yet prepared a rough research bulletin and a draft consumer and industry factsheet.

Hot Topics

Katy reported that Lara Oram had completed the Electrical safety in bathroom hot topic and that this had been cleared by the chief electrical authority and had been subsequently posted to the clearinghouse listserve. Lara has also reformatted our previous hot topic summary bulletins into the new portrait format as suggested by Melinda and has reposted them. The hot water summary has been revised to include outlet temperature thermometer usage and we are still trying to track down the new system referred to by Rebecca at the last meeting. Katy reported that Lara Oram who is a staff member shared with the ILC-NSW has been a truly fabulous addition to the clearinghouse team. Katy asked if a formal vote of thanks could be noted to Jane Bringolf director of the ILC-NSW for making this arrangement possible.

Events & Training

Katy referred to the report prepared by Lara Oram. Katy also reported that she had followed-up the home modification services regional meeting agendas with Ian Maxwell but had some difficulty getting this information because it is not currently kept centrally. In the interim, some home modification services had contacted the clearinghouse requesting training and Lara had presented at one regional forum. Toni stated that the new DADHC service monitoring system was intended to track services use of resources/networking and could be linked to particular resources such as the clearinghouse. Toni also noted that the attribution on the familiarisation report was incorrect. She suggested that Katy discuss correct funding attribution and logo use with Mark Flynn and Jo Kuila.

MBA Roadshow

Jane reported back that both the ILC-NSW (four presentations) and the clearinghouse (one presentation) had been active in presenting in the Sydney metropolitan area. Ian's feedback (via email) was that there was various and differing feedback from home modification services, with some positive comments but lots of 'why are we doing this and issues with resource questions'. Paul Lawrence from the MBA has written to say that from their perspective there was a lot of contractor

Action

See attached report, note new portrait layout. **KB** to follow-up new TMV option with **RR**.

See attached report. **KB** to follow-up new monitoring with **MF**

KB to contact **MF** & **JQ** and rebadge all attributions as appropriate.

KB, **JB** and **SC** to continue to negotiate with **MBA**.

See attached report.

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interest and that they would like to set up a meeting in June to discuss competencies for future training and assessment.

Case Studies usability project

Katy referred to the report, this indicated that there were cultural, technological and informed consent barriers to getting new cases up online. Toni referred to technology and resource changes such as digital camera usage. Phillipa & Toni suggested that processes be developed to better support practitioners to discuss this with consumers while preserving and reinforcing dignity. Everyone agreed that issues of consumer perspectives needed further exploration. Melinda offered to assist with planning for and involving consumer perspectives to be incorporated. Katy indicated that this would need to be planned for and ethical clearance granted prior to any research being commenced.

Clearinghouse Projects

Timber slip resistance project

Katy reported that this project had been deferred to the November ARC-Linkage round. Linkage partnership support from Outdoor structures, National Parks & Wildlife Division, Department of Environment and Conservation and the Insurance Australia Group had been received.

Sensor project

Peter (via email) reported that the Baptist Church had not been in further contact and did not appear keen on progressing this project. Given that sponsorship did not appear to be forthcoming, Katy suggested that the clearinghouse deactivate this project.

Accessible housing consultation paper

Katy reported back that the successful tenderer for this project was Jaguar Consulting, in conjunction with Alan Moran and Associates. This group have been contracted by the Victorian Building Commission in conjunction with the Australian Building Codes Board to prepare a research report in relation to accessible housing. The consultation paper is available from Katy. Responses to this document are requested by end of May 2005. They should be e-mailed to jaguar@bigpond.net.au

HACC-MDS

Katy referred to the preliminary report for the 2001/02 reporting period, this indicated that the majority of home modifications comprised 3% of the total HACC client load and that costs incurred per individual were less than typically \$5,000, it also showed that NSW has the largest number of home mods (56%) and Victoria the largest number of home maintenance requests (36%). Toni suggested that more detail and greater reliability of NSW data might be ensured by incorporation of data available via DADHC's COGNOS interactive data cube (i.e. COGNOS enables a multidimensional representation of data & contains information organised into dimensions to provide fast retrieval of data and cross tabulation facilities). Access to this information would enable

Action

Feedback and grammatical corrections welcomed from **all committee members** prior to making this report available as an occasional paper on the web.

KB to develop project, seek additional funding and get HEC clearance.

KB to compile a response on behalf of the clearinghouse to be circulated to **all advisory members** & cc'd to **Commonwealth Dept of Health & Ageing** for individual responses from their organisations by May 23rd.

See attached report. **KB** to contact Stuart Raynor to access COGNOS. **All members** to feedback comments ASAP.

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a regional NSW HACC-MDS analysis. Katy indicated that she was intending to present some of this data in Perth at the National Housing Conference in October. Toni suggested that DADHC may want to support this.

Other Business

Level 1 Home Modification interaction

Katy reported that she had prepared and sent a business plan to State Council for ratification and approval but so far had no response. Toni mentioned that a separation of home modification and maintenance types had been agreed in 1998 and that it would be more appropriate to refer only to home Modifications if that was the service type being considered. Once the service type reviews are complete, they will have separate guidelines.

Standards Australia online

Katy reported that Standards Australia, DADHC and the State Council had reached an agreement re the purchase on a single on-line subscription license at a cost of \$800.00 per annum. This license would encompass a subscription to the BCA and the 156 standards that it calls up plus the 12 additional select standards recommended. In return standards Australia requested a small article for the SAI Global monthly magazine

Home Modification State Council executive officer position

Stacey Shepherd-Smith was the successful applicant and commenced in this position with Aged & Community Services NSW/ACT this week. Katy reported that she had spoken to Stephanie and that a meeting was to be arranged in the near future to discuss website improvements and greater collaboration.

List of Occupational Therapists in level 2 jobs

Katy reported that Terry had contacted her about this. This has proven to be more difficult than originally anticipated and other avenues of obtaining the data are being explored.

Clearinghouse Budget

Katy reported the \$65,000 recurrent monies received from DADHC were delivered in quarterly instalments and covered the activities outlined in the 04/05 business plan.

Annotated Bibliographies

Katy referred to the report prepared by Katrina Chaudhary, the projects part-time librarian. This is additional work being undertaken as requested. Toni indicated the importance of this work and indicated that separate monies should be sought to progress this.

Action

KB to submit abstract and to seek support from DADHC.

See attached report.

IM to sort payment.
KB to draft article with **IM** for SAI global and to establish secure jump link from private area of clearinghouse website once payment is made.

KB to follow-up with **SS**

KB to follow up with DADHC & Health.



Next Advisory Committee Meeting

The next meeting will be held on the 18th Aug 2005 at the Faculty of Architecture, University of Sydney.

Meeting closed at 4.55 p.m.