

**Community Council of Family Practice Meeting
Boardroom 105
Mumford Professional Centre
October 24, 2013
0800 – 1000 hours**

Minutes

1. CALL TO ORDER

The meeting was called to order by Dr. Donald Fay.

1.1 Attendance

Present:

Dr. D. Fay (Chair)	Dr. R. Gibson	Dr. H. R. Oliver
Dr. C. Forbes	Dr. G. Campbell	Dr. G. Archibald
Dr. H. Mishra	Dr. H. Crooks	Dr. H. Kinnear
Dr. L. Bonang	Dr. K. Gallagher	Dr. F. Moriarty
L. Edwards	A. Cogden	K. Peterson

Regrets:

Dr. J. Kazimirski	Dr. D. Swinamer
Dr. J. Graham	Dr. J. Zed

Guests:

Mary Eileen MacPhail, Clinical Informatics Coordinator, ITCS, eHealth
Elizabeth Iwaskow, Senior Project Leader/SHARE Portfolio
Lynn Lowe, Project Manager, Primary Health Care
Marguerite Horton, Practice Facilitator, Primary Health Care

1.2 Welcome and Introduction

Adrienne Watson has stood down from the Community Council which leaves her position open. Any recommendations from doctors in the Halifax West Area welcome.

Positions have been realigned within DDFP-PHC and Kim Peterson has re-assumed coordination of the Community Council.

2. APPROVAL OF AGENDA:

The agenda was approved as circulated.

3. SHARE PORTAL PRESENTATION: Mary Eileen MacPhail and Elizabeth Iwaskow:

Mary Eileen MacPhail and Elizabeth Iwaskow gave an overview of SHARE.

- There were discussions about information held by private clinics not being accessible in SHARE .
- Members raised their concerns regarding patient care and continuity of care with the information not being shared with specialists.

- All notes in SHARE are updated electronically. There is a 'view only' area for physician's office staff which eliminates the need for duplication.
- The EMR is continuously updated.
- Credentialed physicians can access information from Walk In clinics.
- There is a 30 minute Online SHARE Training Course that physician's can access from their office.
- Future plans include access to pharmacy information.
- SHARE provides timely inpatient and outpatient information.
- SHARE provides more information than PORTAL and better access to hospital information.
- VPN/VDI and a CDHA email address is required to access SHARE in Community offices
- There have been issues with remote access, the system 'dropping out' and VPN blocking other systems and programs.
- There have been difficulties setting up SHARE in offices with a large number of users.
- There are 2500 SHARE users.

Dr Fay thanked Mary Eileen MacPhail and Elizabeth Iwaskow for the presentation.

4. APPROVAL OF MINUTES of June 27, 2013:

The minutes of June 27, 2013 were approved as circulated (Forbes, Bonang)

5. TRACKER REVIEW

The tracker was reviewed.

ACTION: A column will be added to the tracker to identify the lead on the actions requested

6. QUALITY IN PRACTICE Presentation: Lynn Lowe and Marguerite Horton

Dr. Gibson gave a brief introduction before the Quality in Practice presentation. To better support Family Physicians DDFP created "Physician and Practice Supports" to provide personal & professional support to physicians and their practice, including Quality Improvements.

- Efficiency in family practice and the ability to access information instantly are very important.
- "Physician and Practice Support" will include a website that useful links and resources.
- Practice Facilitators are commonplace in many jurisdictions around the world and other provinces in Canada and are very effective. Nova Scotia is the first province to use a Practice Facilitator to support the improvement of Quality in physician practices.
- Quality in Practice (QIP) will initially be rolled out in Capital Health and DDFP are looking for physicians to be the 'first users'.
- The Practice Facilitator visits the practice and conducts a readiness assessment to determine if the practice is ready to work with the Practice Facilitator or should be referred to Institute of Healthcare Improvement (IHI) Open School.
- The Practice Facilitator (PF) does not do the work but provides information on systems and projects that are available, guidance for implementing improvements and support through project tracking and data collection.
- The physicians must be receptive to change and the PF will help to make the changes.
- Physician Champions are needed to share this information to other physicians.

ACTION: Physicians interested in learning more or in speaking with the PF team DDFP can contact DDFP.

Information on IHI Open School to be circulated to Council members.

7. DEPARTMENT CHIEF'S REPORT

CHIEF'S REPORT DDFP:

DDFP Chief's Report was previously circulated to members, and Dr Gibson gave a brief overview,

- DDFP continues to work DHW to plan a new model of care in Windsor.
- DDFP is working with the Frailty Response Team to identify what work can be done earlier in the system.
- Fall DDFP meeting will be held on Wednesday, November 27th.
- As a result of the recent member survey, we are revamping the DDFP Newsletter to shorter, monthly emails in which most of the information is in the body of the newsletter. In addition to the Community Council and other communication routes, DDFP may return to limited road shows to engage family physicians in the community.
- The Physician Support Program is a good tool to promote what DDFP actually does.
- There were discussions around supporting physicians taking time from their practice and strategies to recruit newly qualified doctors to family practice.

IWK CHIEF'S REPORT

Dr. Hilary Kinnear provided her report for information:

- The Council was asked to provide feedback on a new 3 page IWK Reproductive Mental Health referral form. There are new Reproductive Mental Health team members and a new triage system that will provide a better patient service.
- A New Mothers and Babies form is now available.
- Members raised concerns that the IWK is not accepting referrals for children's nutrition and some doctors have been told to refer patients to private nutritionists. Dr Kinnear was not aware of these changes.

ACTION: The above issues will be referred to the IWK Primary Health Care team for follow up.

8. CONSTITUENT ISSUES

- Dr, Lisa Bonang informed members of an upcoming Doctors NS webinar and encouraged all members to fill in DNS surveys to communicate issues or concerns.
- A dinner meeting is being planned by DDFP to promote recruitment, practice options and networking opportunities.

9. NEXT MEETING:

The next Community Council meeting will be held on January 30, 2014, DDFP-Primary Health Care Offices, Suite 265, Mumford Professional Centre.

10. ADJOURNMENT:

There being no further business, the meeting adjourned at 10:00 hours.

Respectfully submitted,



Dr. Donald Fay
Chair
Community Council of Family Practice