

Northland Faculty of General Practitioners

Minutes for Monday 29th September 2014 meeting at Kawakawa Hospital 6.00pm

Present

Kyle Damian Chris Tanya Steve Geoff

Apologies

Mark Mike John

Previous Minutes

Minutes presented to members before the meeting – nil concerns raised about details

Matters arising from minutes of June 2014 meeting

Registrars

Kyle has spoken to Lynne Harvey and have arranged for the introduction to northland for the GP registrars to occur in Whangarei on the 9th December, the new intake for the next 12 months starts on the 8th December. This is a good start to the engagement process. Kyle will contact Whangarei GP's to see if there would be any member who would like to be part of this introduction. Damian was interested in being there. Tanya can attend. Tanya to send out a reminder closer to the time to board members.

Chris would like it to be suggested at the introduction that registrars consider day swaps with different practices if that is possible. It is the general expectation of the board that the registrars get as broad an experience as possible while in Northland and would encourage that they are involved in different practices. This can be presented at the introduction.

Chris suggested that teaching sessions for the registrars be hosted rurally – this may be a topic to bring up with a registrar rep on the board. Kyle moved and Chris seconds that we invite a registrar as an associate representative to the board, this was agreed – to be presented at the introduction

Lynne Harvey has asked that members consider being mentors for the GPEP2 group as they are essentially under their own self directed learning and local mentors for this group within general practice would be a great support to these registrars, members would be able to claim education points. Tanya to clarify from the college what types of points and this could be presented to members at the conference and put in the college website. Kyle perhaps add it as a blog

Students

Felicity Goodyear-Smith has asked if at the Northland 6th years symposium in Whangarei, a one day event which Kyle facilitates, could have a lunch paid for by our faculty.

All agree, Kyle to inform Northland Clinical Site Team Leader and to order the lunch, eg pizza etc and put in a reimbursement form at the time, all agree that this would be good for our profile Kyle abstains due to conflict of interest

Kyle informs us that in Auckland there is a prize for the best GP student. The board would like to support excellence in general practice in Northland and will invite Northland medical students to create a poster presentation on an appropriate subject at our annual conference with the best three going forward for a 5 minute oral presentation at the conference with the best decided by the attending GP's with a \$250 cash prize. Tanya to write to Win Bennett and Kyle inviting the students and getting their feedback. Registrars could also submit their audits at the conference for a cash prize of \$250 This can be discussed at the introduction

Website Tanya moves that Kyle invoice for the large amount of time that he has put in to get the website up and running, as it goes over what would be normally expected of a board member.

Chris seconds and all agree (Kyle abstains due to conflict of interest)

Website established and Facebook link created. More bloggers are needed, blogs are sent to registered members by 'MailChimp' Geoff and Chris volunteered to contribute. Board members not attending meeting are welcome to contribute so please contact Kyle.

Under the peer group list Tanya suggested that the historical society be added (contact Bill Sugrue, Bill Parkes) and also add the group Doctors as Artists which appears to be a national group but they may like to create contacts in Northland, this would appeal to the pastoral direction of the board. It was agreed to add these groups. A number of peer groups are on the website currently. Tanya to check with the college for an update of groups to see if we are missing any. There has been a couple of groups that prefer not to have their group on the website. Tanya to contact above groups.

Profile of board members requested please, board members to submit to Kyle a profile photo and a short description of themselves, interests etc, keep it in a manner that would help viewers to believe they too would like to be a GP in northland and get involved activities.

Manaia and Te Tai Tokerau CME activities to be advertised on our website Chris to email Tanya the contact details for mid north Tanya to contact Manaia they can email the events via the website email to Tanya

Faculty direction

Kyle has drawn up questions for survey monkey to send to members, needs more feedback from the board on this please. Kyle will resend this out and Tanya to follow up to get board members to feedback so we can send this out. Some discussion about ensuring there is a question about how the board can help support research. Previous minutes identify further areas that Kyle's current survey mostly addresses, also needs to add a question about pastoral requirements of members

Seminar update

Lynette is working to get the seminar going. So far 70 attendees, last time we had about this many, this year we expect 80 attendees

Correspondence

See above regarding Kyle's conversations with Felicity Goodyear-Smith

Financial Report

Attached. Read and accepted. The seminar is expected to make a loss. We have had \$1200 pledged to the seminar by Te Tai Tokerau. We are working still under our annual income from the college. Some discussion that as we develop support with research and supporting registrars we will soon enough start to consume this income.

General Business

Russell conference planning

Chris has confirmed the date as the 16th and 17th May 2015 and confirmed conference with the Duke. This is now on the website. Speakers planning and to be contacted by the next meeting. For those board members not at the meeting Tanya will ask for their idea.

Basic format as:

x1 oddity

x1 academic

x2 local speakers

Student/registrar presentation time

x2 others

Plan Board members to contact the name assigned to them, speakers get a nights accommodation and meals paid for, those from out of town get 2 nights and travel, all speakers get a \$200 koha

Bill Sugrue – Geoff

Felicity Goodyear-Smith – Kyle

Roger Tuck - Geoff

Andrew McClelland – Kyle

Alistar Padrick – Chris

Others

Andy Veal

Brandon Wong

Raoul Stuart

Chris's ortho mate from the UK – Chris tell him to bring a USB with his talks on it as a back up

Next step after confirming speakers, confirm topics, order of speakers, advertise (earlier than last year) and recruit Lynette to arrange meals, accommodation and budget expectation with setting price and incentives.

Meeting closed 8pm.

Next meeting – Kawakawa venue is well attended.

Tanya to send doodle poll after the seminar and aim for end November.