

ACFI High Priority Project (HPP) - Teleconference notes

Date	Friday 30 September 2011	Present	Billy-Jo Read (Chair)	N. Arrage (NSW)	B Simmonds (Vic)	Jody-Ann (SA)		
Time (ACT)	11am – midday		E Ryan (CO)	F. Fitzjames (NSW)	M. Keast (Vic)	Jo Gordon (SA)		
Topic	High Priority Project Participants (Vic, SA, NSW & CO)		C. Holmes (CO & WA)		A. Petrolo (Vic)	Teresa Scanlon (SA)		
Location	Teleconference		C. Burnett (CO)			Darren Clarke (SA)		
Next Teleconference	tbc							

Item	STO	Item & Comments	Actions	Owner
1	Project overview and update	<p>High priority work has resulted in regular updates to Iain Scott. This consists of weekly written responses with a rough indication of how things are going including statistics on the amount of claims downgraded. This information is also provided to the Secretary.</p> <p>CO is aware that the STOs have different practices and this project enables us to better understand and feed into the National Consistency Project (NCP).</p> <p>The aim of the teleconference is to chat with STOs about their experiences, challenges and feedback as a part of this project.</p>		
2	STO experiences	<p>Welcome to NSW today. CO have commenced discussions with NSW to be part of High Priority Project (HPP).</p> <p>CO asked if there is any improvements that can be made with the original emails and support provided to SA and VIC when commenced roll out of project. The states suggested a script would be useful.</p> <p>CO advised the SoR examples have been drafted for State Managers and are awaiting approval before circulation.</p>	<p>CO to draft and circulate a 'script' to assist STOs with HPP</p> <p>CO to circulate SoRs to STOs once approved</p>	<p>CO</p> <p>CO</p>

Exempt s.38
s.47C



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S/O	Item & Comments	Actions	Owner
	<p>Issue? Should the Department request a copy?</p> <p>Exempt s.38 s.47C</p> <p>VIC Agreed with issues raised by SA but also added that reviews were undertaken very much 'business as usual' and they did not have much resistance from providers.</p>	<p>Exempt s.38 s.47C</p>	<p>CO</p> <p>Billy Jo</p> <p>CO</p>
3	<p>QA process</p> <p>CO has provided verbal feedback to both SA and VIC and written feedback to SA. Written feedback to VIC will be sent soon.</p> <p>Currently NSW has developed a QA checklist tool. This has been trialled for sometime. VIC have commenced to develop a QA tool. It was discussed to share ideas and possibly merge documents to create a Nationally Consistent QA approach.</p> <p>Expectation to observe medication rounds in line with validation guidelines were discussed. It was decided that when downgrading a claim use as many validation methods as necessary to triangulate evidence.</p>	<p>Billy-Jo to send written feedback to VIC</p> <p>NSW and Victoria to develop QA tool by merging current developed tools together.</p>	<p>Billy Jo</p> <p>NSW and VIC</p>



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	Exempt s.38 and s.47C	Exempt s.38 & s.47C	Carole Holmes
4	<p>Communication</p> <p>CO is not sure where the communication strategy is at with this project - currently belongs to another division.</p> <p>Suggestion - to provide advice on validation methods for APs as an article in the Aged Care Essentials.</p>		
5	<p>Audit and Fraud</p> <p>Requested for STOs to send through further scenarios for audit and fraud training.</p> <p>Exempt s.38 and s.47C</p>	Exempt s.47C s.38	Jody Ann
6	<p>High Priority</p> <p>CoreDoc link has been sent out, but not to VIC as away that week. Elaine will send Vic the link</p>	Elaine to send VIC the link	Elaine Ryan
7			
			STOs



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