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**5 May 2009**

**OUTCOMES STATEMENT**

**CONFIDENTIAL**

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**Meeting Summary 5 May 2009**

The second meeting of the Medications Management Reference Group (MMRG) was held in Sydney on the 5<sup>th</sup> May at the Christie Corporate Conference Centre, 2 Spring Street, Sydney.

**Representation at the meeting included:**

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|-----------------|--|
| Andrew Howard   | Victorian Department of Human Services                                 |
| Belinda O'Leary | Pharmaceutical Benefits, Medicare Australia                            |
| Coral Rizzalli  | Consumer Health Forum  |
| David Roffe     | St Vincent's and Mater Health Sydney                                   |
| Graham Bedford  | Australian Commission on Safety and Quality in Healthcare              |
| James Reeves    | National Prescribing Service   |
| Janine Bevan    | Department of Health and Ageing  |
| Leonie Katekar  | Clinical Lead  |
| Paul McRae      | Queensland Department of Health  |
| Shane Carney    | Clinical Lead, Royal Australasian College of Physicians (RACP)         |
| Sue Page        | Royal Australian College of General Practitioners (RACGP)              |
| Suri Ramanathan | Aged Care Association Australia  |
| Tim Logan       | Clinical Lead, Pharmacy Guild Australia                                |
| Yvonne Allinson | Clinical Lead, The Society of Hospital Pharmacists of Australia (SHPA) |

**The meeting was chaired by:**

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| Stephen Moo | Northern Territory Department of Health and Families |
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**Apologies were received from:**

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| Ric Day (Co-chair) | University of New South Wales               |
| John Bennett       | Clinical Lead, University of Queensland     |
| Julia Evans        | Pharmaceutical Benefits, Medicare Australia |
| Peter Slobodian    | Royal Adelaide Hospital                     |

**The meeting had the following objectives:**

- To update the group on the status of Action Items that came out of Meeting 1.
- To provide an update of the current Electronic Transfer of Prescriptions (ETP) Concept of Operations document, following the inclusion of pre-meeting recommendations and feedback from the group.
- To gain additional feedback on the ETP Concept of Operations and agreement on validation process.

- To present the ETP Roadmap to the group to stimulate discussion and feedback.
- To provide an update on the Implementation Opportunity Assessment.
- To provide an overview of the current ETP Business Requirements to the group and seek agreement on validation process.
- To present an overview to the group of the Structured Document Template (SDT) and endorsement process.

**Summary of Actions:**

- NEHTA to develop MMRG sign-off processes for project deliverables and products.
- NEHTA to consider the development of individual electronic medication record as part of the NEHTA work program.
- NEHTA to provide an overview of approach to identifying potential collaborators from January 2009.
- NEHTA, DOHA and Medicare to meet to finalise the ETP business requirements.
- NEHTA to develop a summary of internal and external dependencies for the project.

**Summary of Outcomes:**

- Process to finalise the Concept of Operations document agreed.
- Process for endorsement of business requirements discussed and agreed in principle with the MMRG. NEHTA to provide further detail at next meeting.
- The Group recommended that the development of an individual electronic medical record is an important piece of work and efforts should be made to advance the development within the constraints of funding and resources.