



**DOT (WA) Inc. MEETING AGENDA
TO BE HELD at 9.00am on 1st December 2017
IN THE STATE CHILD DEVELOPMENT CENTRE CONFERENCE ROOM
Upstairs No 16 Rheola St West Perth**

- 1. WELCOME & APOLOGIES**
- 2. CONFIRMATION OF PREVIOUS MINUTES-**
- 3. MATTERS ARISING FROM PREVIOUS MINUTES**
- 4. OT ASSOCIATIONS**
- 5. NEW BUSINESS**
- 6. THE GOOD, THE BAD AND THE UGLY**
- 7. REGIONAL NEWS**
- 8. PRESENTATION Jane Yeates, DOT(WA) Dysgraphia Guidelines for OTs**

Following meeting: 2nd of February 2018 ****NOTE, From FEB 2018 the PD
will be 9am and meeting at 10am****

Chairperson: Fiona Kemp

Presentation by: TBC

Topic: TBC

Distribution: See e-mail list

TELEHEALTH VIDEOCONFERENCE LINK-UP

If members wish to dial in for DOT (WA) meetings they need to contact the Telehealth Coordinator, pmhkemh.telehealth@health.wa.gov.au. Please CC DOT(WA) dotwa@outlook.com so we know who will be dialling in.



DOT (WA) Inc. MEETING MINUTES
MINUTES of MEETING HELD on FRIDAY 3rd of November at 9am
IN THE STATE CHILD DEVELOPMENT CENTRE CONFERENCE ROOM

1.1 PRESENT

Jacqui Hunt, Dayna Bruce, Helena Blackley, Fiona Kemp, Gillian Andrikos, Liz Pippet, Jessica Rogerson, Janelle Clifton, Christina Grant, Penny Melson, Kate Dagnall, Leigh Dix, Aimee Midas, Shirley McInnes, Zoe Simmons, Clare Jongeling, Trina MacAdam

1.2 APOLOGIES

Fiona Kemp, Caroline Green, Felicity Emery, Lisa Gangemi, Lucy Edwards, Andrea Barrett, Catherine Hathaway, Ashlyn Stewart, Jody Von Bergheim.

2. CONFIRMATION OF MINUTES

The minutes were confirmed as a true record by Helena Blackley.

3. MATTERS ARISING FROM PREVIOUS MINUTES

3.3 DOT (WA) Executive Committee role

- The DOT(WA) exec are still seeking someone to fill the role of Meetings Secretary. Main duties include taking minutes at the meetings and managing the library.

ACTION: Anyone interested in taking up the secretary role to contact us on dotwa@outlook.com

4. OT ASSOCIATIONS

4.1 WAOTA

- WAOTA OT Week Breakfast Friday the 27th of October at the Crown.

5. NEW BUSINESS

5.1 OT WEEK

Thank you to all who attended the OT Week sundowner – the Oxford Hotel Cellar room was a great venue and those who attended seemed to enjoy it.

OT week Facebook competition – thanks to all those who submitted a photo to the competition, it has been won by Claire Goss for her OT week activity at a school.

OTA- community breakfast was held at the ILC

WAOTA- breakfast was held at the Crown. And the Exec were excited to hear that the Paediatric Clinical Excellence Award winner was Jacqui Hunt (our deputy chairperson)!

ACTION: DOT(WA) to have a table at the WAOTA breakfast next year to connect more individual paediatric OTs

5.2 DCD/DYSGRAPHIA GUIDELINES

Jane Yeates will present the final draft dysgraphia guidelines next month at the DOT(WA) meeting. These guidelines once finalised will be available to members on the DOT(WA) website.

5.3 OTS ACCESS TO SCHOOL

With NDIS more therapists coming onto school sites which has led to more OTs accessing the schools.

Gillian (teacher from SSEND) noted that OTs should be contacting individual principals prior to starting at schools as each school will have different. She also raised that principals are under a lot of pressure at the moment with monitoring who is at the school at a particular time etc, this is a perspective/issue that we probably hadn't really considered.

5.4 NOAH'S ARK

Noah's Ark has officially announced that it will be closing in December. Issues that have/are facing include changing funding models and difficulty maintaining financial sustainability. DOT(WA) executive strongly support Noah's Ark and members at the meeting also support this organisation. Members discussed the value of this service both metro and also for rural families.

Shirley McInnes (former long term employee of NA) attended today's meeting and assisted greatly in today's discussion. Two key actions that DOT(WA) can take is contacting the ILC CEO and creating a letter template that we can circulate to members to then send to the Minister for Disability.

ACTION: DOT(WA) to write a proforma for an email to the Minister for Disability. To be sent via email to all DOT(WA) members.

ACTION: DOT(WA) to send a letter to Gerri Clay (CEO at ILCWA) to express our concerns

5.4 DOT(WA) Meetings

DOT(WA) executive are discussing new format of meetings to assist members to attend in 2018. We would like the PD section of our meeting to be held at 9am to reduce the impact the PD has on the presenter's day, as well as reducing the impact on attendee's day. Due to a lot of information now being shared via the newsletter and Facebook, there is less need for a 1 hour business meetings. The executive

proposed that the 2018 format become PD at 9:00-10:00 and then business for approx 30min at 10:30. Those at the meeting today were happy with the idea of

ACTION- From February 1028, we will trial the PD from 9-10 and the Business meeting from approx 10-10:30ish

6. THE GOOD THE BAD AND THE UGLY

AHPRA audits – members discussed recent audits. The signed certificate from PDs held more weight with AHPRA than the handwritten notes taken from a PD. It would be best for OTs that they ensure ANY PD that is completed – including workplace journal clubs etc. A very simple template for supervision or peer supervision is also necessary. DOT(WA) minutes have the name of attendees on them and so that they can be used as evidence of attendance.

- Phlat balls – demonstrated and are now available at Big W
- Cheap sensory balls also on sale at Big W
- Kmart sport/pilates section have some great resources including sit and move cushions

7. REGIONAL NEWS

Nothing reported

8. PRESENTATION

Presentation: Working as an OT in the refugee camps on the Thai-Burma border by Leigh Dix

Next Meeting:	9:00 am Friday the 1st of December
Location:	Conference Room, 16 Rheola Street WEST PERTH
Presentation:	DOT(WA) Dysgraphia Guidelines for OTs
By:	Jane Yeates

Minutes completed by:

Jacqui Hunt

Deputy Chairperson

Meeting Chaired by:

Fiona Kemp

Chairperson