



Care Coordination Meeting Agenda Brisbane North Community Connections (BNCC)

Day and Time	Thursday 1:30pm-3:00pm	
Date	24 th March 2021	
Venue	<p>Blended presentation (In person and MS Teams – Link will be e-mailed prior to the session.)</p> <p>Chermside Housing Service Centre</p> <p>Address: Level 3, 18 Banfield Street Chermside Qld 4032</p> <p>Email: chermsidehsc@hpw.qld.gov.au</p> <p>Phone: 07 3917 4600 or 07 3896 9973 (maintenance enquiries)</p> <p>Conference Room Capacity: 10 persons</p>	
Attendance	<p>To be involved in this and upcoming BNCC sessions, REGISTER HERE (BNCC extends this invitation to your contacts and networks – registration required).</p> <p>We ask ALL participants to complete registration for Care Coordination sessions as part of the QLD Service Integration Initiative (SII).</p> <p><i>* Registering for these meetings is a vital component in collecting valuable data related to regional sector engagement and participation.</i></p> <p><i>* This data will support the evaluation of the SII, whilst also contributing to the enhancement of care coordination mechanisms that improve outcomes for vulnerable Queenslanders.</i></p> <p>If you have any queries, please call Q Shelter on (07) 3831 5900.</p>	
Facilitator	Phil Smith, QShelter	
Summary Notes (Minutes)	Cheryl Golinski, QShelter	
Apologies Submitted	TBA	
Time	Lead	Agenda Item
1:30pm	Phil Smith	Welcome Services and Endorse Pervious Summary Notes

1:35pm	Attending Service	Welcome/Acknowledgement to Country
1:40pm	All Services	Service updates, emerging trends, concerns
2:00pm	New Clients: referred to CCG and criteria has been met (client journey, complexities)	<ol style="list-style-type: none"> a. Assessments complete? (if not, who will?) b. Key worker/service identified? (if not, who?) c. Who else needs to be involved? d. What are the individual goals and risk minimisation strategies? e. Document the Client Service Plan; <ul style="list-style-type: none"> - What service are needed is there capacity? - Who is the client engagement/contact? - Monitoring cycle & purpose? f. What is the Case Review Cycle and next review date?
2:10pm	Clients with Case Plan – Scheduled Review <i>(please read the previous summary notes prior to the meeting and add any matters/ actions relevant to you)</i>	<ol style="list-style-type: none"> a. Any significant changes/progress in meeting client outcomes and goals? b. What response(s) is required? By whom? c. Any outcomes? d. Any challenges/roadblocks
2:30pm	Workforce Capability	Review and comment from Services: <ul style="list-style-type: none"> • Terms of Reference • Referral and Consent Process
2:45pm	All Attendees	Any other business
Next Meeting Details		<i>Thursday 8th April 2021</i> <i>1.30pm – 3.00pm</i>
Facilitator		<i>Philip Smith, QShelter</i>
Summary Notes (Minutes)		<i>Cheryl Golinski, QShelter</i>