

MEETING MINUTES: 4 LITTLE CHECKS MEETING

DATE: 5TH SEPTEMBER 2018

TIME: 9.30AM-11.30AM

VENUE: DARIUS WELLS

Attended: Louise, Sharlene, Annette, Jane, Belinda, Anna, Joan, Martha, Hannah

Apologies: Gail, Jayne, Stephanie, Susie

NEWS

What's happened/What's changed

ALL

PROGRESS

- Rapid Trial – Jane updated the group on the next stage of the Rapid Trial and provided the draft proposal for discussion. The proposal is in alignment with WA Child Ear Health Strategy. All are to read the proposal and report back to Jane with any comments.
- Jane has met twice with the Director for Department of Communities and announced that they have agreed to meet on a monthly basis with CCK. The Director for Families and Parents will be a great advocate for CCK supporting our future trials and strategies. The Director has recently agreed to become a member of the JLT.
- Jane has spoken to Dr Chris Brennan Jones, who is an audiologist at PCH and researcher with TKI, Todd Dawson from Goodstart and Communicare inclusion group, they are all willing to provide approval and support for the rapid trial.
- There is an ongoing trial at the minute in Kalgoorlie.
- Rapid Trial details:
 - Trial would be done in the 3 Goodstart Early Learning Centres, there would be 60 or more children across the centres;
 - Proposed date for trials to start would be February/March 2019;
 - At the trial there would be ear and a health check;
 - Staff from the centres would be trained on how to use the ear equipment;
 - The ear equipment for each centre would cost \$2500;
 - Who would pay for the equipment, is it an option to buy one set of equipment and share it amongst the 3 Goodstart centres?
 - Once the ear check is completed by the staff the image is then sent to the audiologist for inspection, the cost for this would be free;
 - Health Check – staff would conduct the health check, at the previous trial the staff completed a questionnaire on the child as well as nurseprac, the developmental results were aligned. Many staff are doing this already and are confident in completing this role;
 - If the trial is successful in the 3 centres then it can be rolled out to the wider community, this is when we can apply for a larger amount of funding;
 - Sharlene will work in conjunction with TKI evaluating the trails. Trials will hopefully be

evaluated in September/October time.

- Hearing Booth – this is what we are striving for to provide a holistic strategy for families, how do we fund this?
 - Jane will attend a meeting next week with Integrated Health, TSH and other stakeholders to discuss costs for the service should a booth be available, it would be great if they could offer this service free or for a minimal cost to the community;
 - Cost is roughly \$90,000;
 - Raise funds by selling raffle tickets, \$10 per ticket, the winner wins \$10,000.
 - Sell tickets in all the local schools in Kwinana and Cockburn;
 - Get the community involved;
 - Make sure the booth is sustainable by holding a raffle each year;
 - Joan will see if she can get some of the local schools involved by providing information on the project and selling raffle tickets;
 - Data indicates that there are a high number of children in both areas who attend childcare, if we could provide a hearing booth this would help capture the children who are not attending;
 - The JLT have been asked to form a subgroup for overall funding in relation to CCK and future trials. This group will meet shortly and will inform the '4 Little Checks' group of any further updates regarding prospective funding;
- Subgroups to be formed in '4 Little Checks' group, volunteers required, please email CCK if you wish to volunteer: -
 - Co-design – Sharlene will be involved with this group. This group would involve the mapping out of the program, planning, deciding what we want to achieve and how we are going to achieve and record results. Anna has kindly agreed to be part of this sub-group;
 - Funding – this group would be responsible for sourcing funding for the project by looking at funding strategies, approaching local businesses, services, government and investigating possible grant applications;
 - The JLT have been asked to form a subgroup for overall funding in relation to CCK and future trials. This group will meet shortly and will inform the '4 Little Checks' group of any further updates regarding prospective funding.
 - Positive Messaging – How to get this message to the community, ideas: -
 - Community message boards – there are some of these located in the Cockburn area, this would enable the group to hang a banner stating positive messages on health and ear checks. Joan is planning 3 pop up nature parks, the first one is on 3rd November, she would be happy to display the banners and leave at these events. Banners could also be located when the skate park clinic starts again;
 - Joan agreed to speak with the CoC operational staff to see if they can make the banner and report back the costs for producing;
 - Hannah advised that the CoC have a good relationship with the Marketplace, they may be willing to display the banner/poster on the inside of the toilet's doors and through the Marketplace. Hannah will contact the Marketplace and see if it is possible to display the positive messaging;



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NEW IDEAS

Upcoming events requiring discussion and planning

- Teddy Bears Picnic on Wednesday 24th October 2018 from 10am-1pm in Manning Park
 - The numbers for attendance are expected to be high due to Paw Patrol attending;
 - Can we do health checks and an ear check in a marquee? Joan has had confirmation that NursePrac is able to attend, she is just waiting for the cost. Nurseprac will be contacted by Joan to see what checks she is going to perform on the day. Jane reported that unfortunately Telethon Speech and Hearing cannot attend on the day due to prior commitments;
 - Is it possible to have Breath, Blow and Cough on the day? Jane has asked for a follow up with education on the dates that this will be released. Jane will contact again for an update.
 - Jane to arrange a meeting with Gloria CoC to discuss ear health and checks;
 - Banner for checks – What is the wording? Find out what NursePrac is doing then we can word the banner around this;
 - Passports Me@2 and Me@3 to be introduced at the picnic, activities around the book can be provided by staff, the cost of each book would be \$1;
 - Can we get the health nurses involved? This would help build relationships, break down barriers and give the parents an opportunity to speak to the Health Nurse in a non-clinical environment. If health nurses are unable to volunteer, then can we contract one for the period? Joan will contact the health department to see if the health nurses are able to attend. It would be great if we could have both Nurseprac and a health nurse attend as they can both specialise in different areas;
- Me@2 and Me@3 passports -
 - Me@3 has been developed by the Peel region, so we are welcome to publish this and circulate at events;
 - Printing Costs – Belinda has applied for a \$1000 grant to cover the initial printing costs, Joan may be able to print some off at the CoC as she will introduce these at various events;
 - Charging for passports – all agencies are required to be consistent with charging a \$1 for the passport, this will ensure that they will be sustainable in the future. All monies collected can be given to CCK for future publications;
 - There are 26 questions in Me@3, there will be a similar amount in Me@2;
 - Me@2 passport still to be finalised, the group has looked at the ASQ's to decide what questions to include in the passport. Some headings will be changed, positive messaging included, and a few of the questions will be simplified;
 - Me@2 passport will be similar to Me@3 with boxes to be ticked/stamped when the child is able to undertake the task. These passports are fun and are not meant to be intimidating as they are only guidelines, if the parents feel concerned then they can contact the relevant service.
 - Volunteers required to develop Me@2 – CCK will do the graphics etc publication, Sharlene has offered to amend the questions with an offer of help from Anna;
 - After a draft booklet has been completed this will be sent to someone with a health background to see if it aligns with other publications and the information included is accurate.

TO DO/FOR ACTION

ACTION	RESPONSIBILITY	BY WHEN
Sub-Groups Co-Design or Funding, expressions of interest to be emailed to CCK	ALL	15 th Sept
CoC costs for positive messaging on banner	Joan	15 th Sept
Marketplace to be contacted to see if the group can display positive messaging on ear health and checks	Hannah	15 th Sept
Breath, Cough & Blow - education to be contacted for an update	Jane	15 th Sept
Nurseprac to be contact to see what checks are going to take place in the marquee	Joan	14 th Sept
CoC Gloria to be contact for an update on ear health and checks	Jane	15 th Sept
Health Department to be contact to see if health nurses can attend the Teddy Bears Picnic	Joan	14 th Sept

Next Meeting: Thursday 18th October 2018

Time: 11am-1pm

Venue: Yangebup Family Centre

Please RSVP to attend: info@connecting4kids.com.au



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