



Minutes for the RIGG meeting

March 2023



These are the minutes from the Roadmap Implementation Governance Group meeting.

We say **RIGG** for short.



Minutes are notes that say what we talked about in the meeting.



The meeting was on 20 March 2023.

It started at 2 pm.

It finished at 4 pm.

What we talked about at the meeting



The meeting Chair Simon Cotterell said welcome to everyone.



He talked about keeping info private.



He asked if anyone had a **conflict of interest**.

A **conflict of interest** is when you cannot do what is best for the group.



You might work for another organisation and also want to do what is best for them.

Terms of reference



The **terms of reference** is a document about how the RIGG will work together.



It tells us how long the RIGG will go for.

In November 2021 we said the RIGG would go for 2 years.



We asked RIGG members if they want to change this to 3 years.



RIGG members said they are happy with this change.



We will email you the terms of reference document.



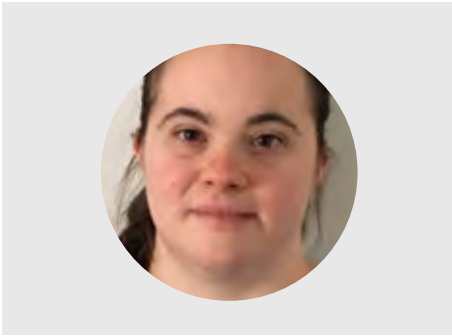
You can tell us if there are any other changes you would like.



The last meeting

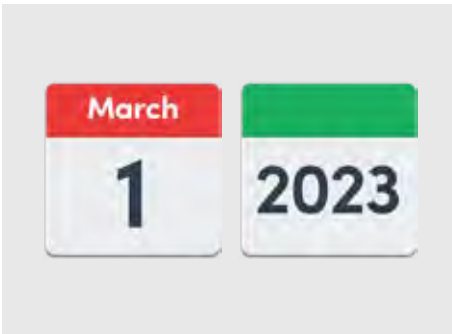
Everyone said they were happy with the minutes from the last meeting.

Intellectual Disability Focus Group



Naomi Lake told us about the Intellectual Disability **Focus Group**.

We say **Focus Group** for short.



The focus group had a meeting on

1 March 2023.



The focus group talked about **annual health assessments**.

An **annual health assessment** is a big health check you can get from your doctor each year.



Doctors are also called **General Practitioners**.

GP for short.



We want GPs to use a special form for annual health assessments.

We call this form the **CHAP**.



The focus group talked about the CHAP.



They said the CHAP will help GPs get to know their patients better.



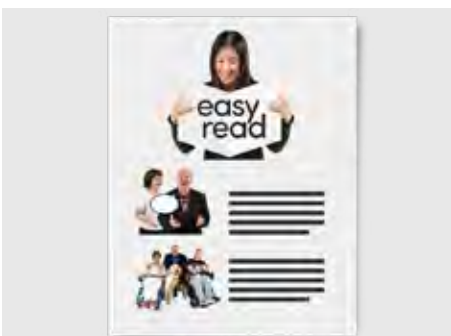
They said it will help GPs find and treat health problems earlier.



They asked if Medicare would help pay for a longer GP visit to do the CHAP.



We need to tell health care workers and people with intellectual disability about the CHAP.



We will make an Easy Read document of the CHAP.

Primary Care Enhancement Program



The Department gave an update on the **Primary Care Enhancement Program** for people with intellectual disability.

We say **PCEP** for short.



The **PCEP** does training for health care workers.

The training is to learn how to give people with intellectual disability better health care.



We have asked an organisation to do an **evaluation** of the PCEP.

An **evaluation** means checking if the PCEP is doing what we want it to do.



The evaluation told us a lot of health care workers have done the training.



We want more GPs and other health workers to do the training.



We talked about ideas to help GPs and other health workers to do the PCEP training.



Someone had the idea for advocates with intellectual disability to speak to GPs.

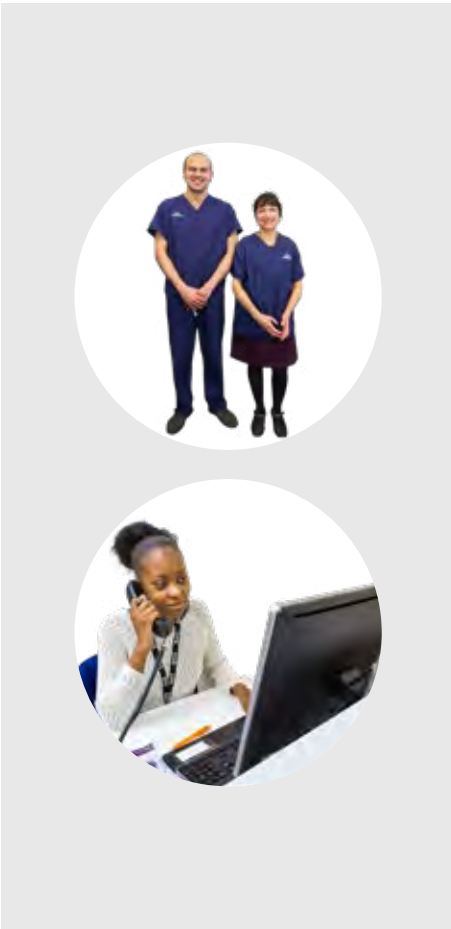


The advocates could be Down Syndrome Australia Health Ambassadors.

They are people who speak up about health for people with disability.



It is also important that GPs meet as many people with intellectual disability as they can.



Someone also had the idea to promote the training to other health workers like

- Nurses
- Staff who are at the front desk.

Sedation for health care



In the meeting we talked about **sedation** and health care.

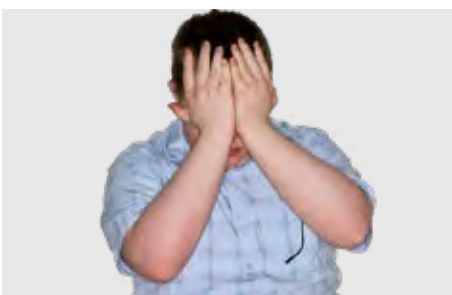


Sedation is medicine some people need to stay calm when they get health care.



Health care can mean things like

- Getting a needle
- Fixing a bad cut.



Some people are scared about having health care.



Some people have to go to hospital for sedation.



It can be hard to get sedation at a hospital for health care.



We want to fix the problem so people can get sedation more easily for the health care they need.



We talked about other ways to help someone be calm when they need to have health care.



We talked about **procedure desensitisation**.

Procedure desensitisation is when you get to practice some parts of getting health care.



This can help you to understand what will happen.

It might make you feel not so scared.



A group of experts will meet to find out how to make it easier to get sedation for medical procedures.



Experts are a group of who people who know a lot about one thing like sedation.

Roadmap Annual Progress Report



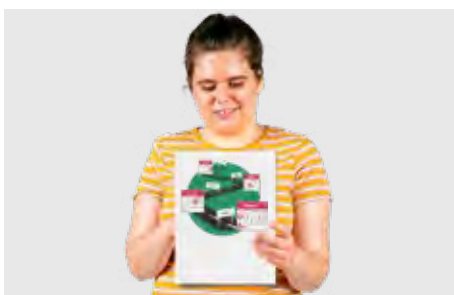
The Department gave an update on the **Roadmap Annual Progress Report**.



The **Roadmap** is a plan for people with intellectual disability to get better health care.



You can read the Easy Read Roadmap here www.bit.ly/ERRoadmap



The **Roadmap Annual Progress Report** tells us where we are up to with the things we want to do for the Roadmap.



The Roadmap has a lot of **actions**.



An **action** is work that can be done to make health care better for people with intellectual disability.

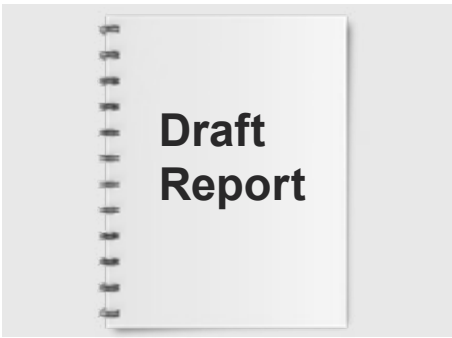


The Roadmap tells us who needs to do the actions.



These are groups like

- Government departments
- Health organisations
- Advocacy organisations
- Places that do research like universities.



We sent RIGG members a **draft** report.

Draft means we can still change things.



It is in Easy Read.



We want RIGG members to tell us

- What they think of the report
- If they think anything needs to be changed.



We also asked RIGG members to tell us what parts of the Roadmap they think we should talk about at the next 2 meetings.

What will happen next



We will send out these papers for the RIGG members to check

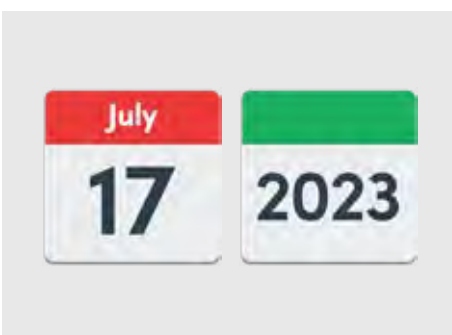
- Terms of reference
- Draft roadmap report
- Oral health actions paper.



We will give Primary Health Networks a list of ideas to help health care workers do the PCEP training.



We will write a paper about sedation to share with RIGG members at another meeting.



The next meeting will be on
Monday 17 July 2023.

More info



If you have any questions you can email

RIGG.Secretariat@health.gov.au

Council for Intellectual Disability made this document Easy Read. **CID** for short.
You need to ask CID if you want to use any pictures in this document.
You can contact CID at **business@cid.org.au**.