



Minutes for the RIGG meeting

25 July 2024

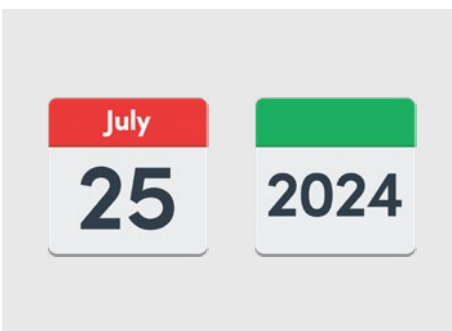


These are the **minutes** from the Roadmap Implementation Governance Group meeting.

We say **RIGG** for short.



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



The meeting was on 25 July 2024.

What we talked about at the meeting



Mark Roddam started the meeting.

Mark is the **meeting chair**.



The **meeting chair** is the person who runs the meeting.



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



A **conflict of interest** is something in your life outside of the meeting that makes it hard for you to make a fair decision.

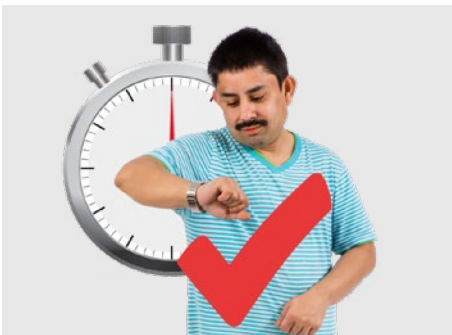


Everyone said they were happy with the minutes from the last meeting.

Short term actions



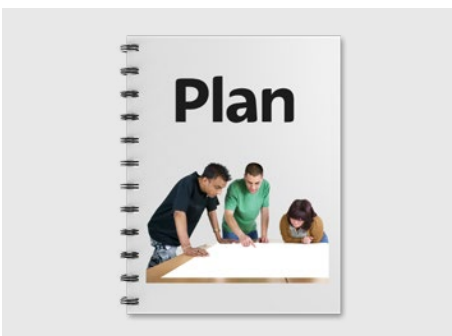
Jim Simpson spoke about the **short term actions** from the Roadmap.



Short term actions are things in the Roadmap that we want to get done fast.



Jim Simpson is part of the short term actions working group.



The working group has made a plan on how to get the short term actions done.



The Roadmap says the short term actions should be finished by August 2024.



Jim said that we are getting good work done.



But there are still actions that are not finished.



Some of the actions are not finished because they are hard.

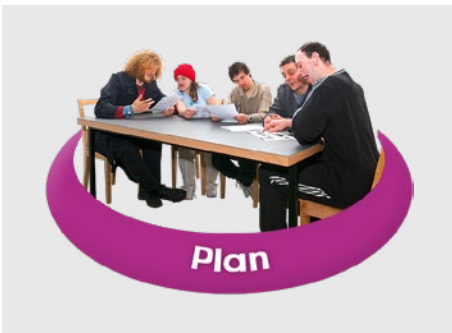


Some actions need lots of people to work together to get them done.



The Department of Health and Aged Care might need help to finish the actions.

We will say the **Department** for short.



RIGG members have a plan for how to get all the actions done.

Roadmap evaluation



The RIGG talked about the **evaluation** of the Roadmap.



Evaluation means looking at information to tell us how well we are doing.



We want to do an evaluation to check how well we are doing the things in the Roadmap.



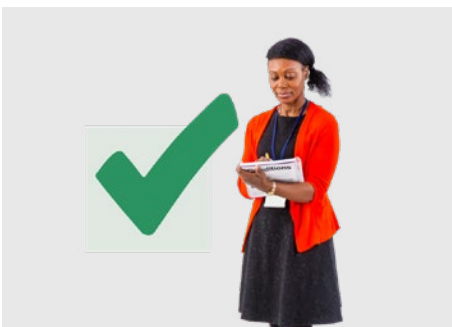
RIGG members spoke about the best way to do Roadmap evaluations.



RIGG members said evaluations should look at what is working and what is not working.



RIGG members said we should take a long time to make an evaluation plan.



This will help us make sure we do the evaluation right.



The Department will think about what to do next.



They will send an email update to RIGG members about what will be done next.

How to tell people about the work we do



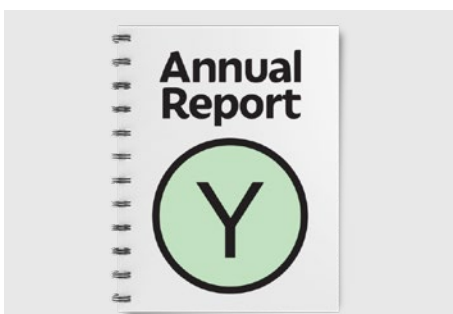
We spoke about how to tell others about the work on the actions and Roadmap evaluation.



RIGG members said it is important to share information about the evaluation on its own.



It should be separate from things like the **Roadmap annual progress report**.



The **Roadmap annual progress report** talks about the work being done as part of the Roadmap each year.



We also talked about other ways to update people on the Roadmap actions.

Other business



We heard about the **annual health assessment project**.



An **annual health assessment** is a big health check you have every year.



Inclusion Australia is working to help more people learn about annual health assessments.



The work is called **It's Doctor Time**.



It's Doctor Time is about choosing a time of year to book in a yearly health check.



**Inclusion
Australia**

For more information on It's Doctor Time go to <https://bit.ly/46Vh9lu>



We also heard about an evaluation of the **Primary Care Enhancement Program**.

We say **PCEP** for short.

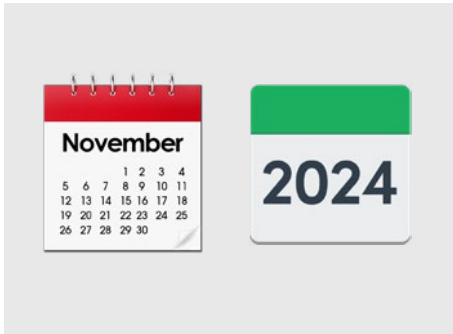


The **PCEP** is a project for better health care for people with intellectual disability.



The PCEP evaluation will be sent to RIGG members when it is ready.

Meeting finish



The next RIGG meeting will be held in November 2024.



If you want more information or to ask questions

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**.