

STRATEGIC PLANNING GROUP FOR

**SPGPPS**

PRIVATE PSYCHIATRIC SERVICES

**SPGPPS  
ANNUAL PROGRESS REPORT  
2002-2003**

**April 2003**

## INTRODUCTION

SPGPPS activity during 2002 is outlined through this *SPGPPS Annual Progress Report 2002-2003*. This is the second Annual Progress Report for the SPGPPS.

The SPGPPS was established in 1996 as a communication network for the purpose of facilitating increased collaboration on issues relevant to the funding of psychiatric services in the private sector. Since that time, the role of the SPGPPS has expanded, under the National Mental Health Strategy, to include the broad task of progressive private sector reform. This task is currently supported, in partnership by:

- The Australian Medical Association (AMA),
- The Royal Australian and New Zealand College of Psychiatrists (RANZCP)
- The Royal Australian College of General Practitioners (RACGP)
- Commonwealth Department of Health and Ageing (CDHA)
- Commonwealth Department of Veterans' Affairs (DVA)
- Australian Private Hospitals Association (APHA)
- Australian Private Health Insurance Association (AHIA)
- Mental health consumers and carers

In 1999, the SPGPPS developed a strategic plan for mental health services in the private sector that aimed to extend the work already undertaken. The directions detailed in the plan reflect the progressive convergence that has emerged between the priorities for private sector development and the reform agenda being pursued under the National Mental Health Strategy.

Since that time, the SPGPPS has worked toward establishing a more permanent arrangement for its ongoing work, which resulted in the signing of joint three year funding agreement between the major participant organisations in February 2001. The parties to the *AMA Agreement for Services* are:

1. AMA
2. APHA on behalf of all participating private hospitals with psychiatric beds;
3. AHIA on behalf of all participating health funds;
4. CDHA; and
5. RANZCP

The AMA Agreement formalised the role of the SPGPPS as an important alliance for the further development of private sector mental health services in Australia and facilitated the establishment and staffing of a National SPGPPS Secretariat at the offices of the Federal AMA in Canberra.

The Secretariat provides administrative and support services for meetings and associated activities of the SPGPPS and supervises the implementation of the *National Model for the Collection and Analysis of a Data Set with Outcome Measures for Private, Hospital-Based Psychiatric Services* (National Model) and its' Centralised Data Management Service (CDMS).

In accordance with the AMA Agreement, progress to date with the deliverables for Year 2 (2002-2003) are set out below.

## **DELIVERABLES YEAR 2 (2002-2003)**

At the end of 2001, the SPGPPS took the opportunity to openly and frankly address any issues or concerns stakeholders had in relation to the operation of the SPGPPS and its Secretariat under the new stakeholder funding arrangements, auspiced by the AMA. The outcome was overwhelming support for the work of the SPGPPS to continue, and agreement that the following activities needed to be undertaken in Year 2.

### **1. SPGPPS Secretariat to continue to provide infrastructure support and coordination necessary for all meetings and activities of the SPGPPS.**

The Secretariat continues to provide support and coordination for the activities of the SPGPPS and for the implementation of the National Model and its CDMS. Secretariat staff comprises the Executive Officer, Mr Phillip Taylor, Principal Information Officer, Mr Allen Morris-Yates and the Administrative Officer, Ms Bronwen van der Wal.

### **2. SPGPPS Secretariat to co-ordinate an externally facilitated strategic planning day.**

The SPGPPS Secretariat coordinated the first SPGPPS Strategic Planning Day in March 2002. The Strategic Planning Day agreed that the SPGPPS is essentially a *communication forum* that brings together diverse stakeholders to identify and agree issues in order to provide better mental health services in the private sector. The Day proved successful in uniting SPGPPS stakeholders toward addressing the following four key issues in the private sector over the next 2 years.

1. Access to Mental Health Services.
2. Funding Models for Mental Health Services.
3. Mental Health Workforce.
4. Consumer and Carer Participation.

### **3. A review of the leadership options for the SPGPPS.**

At the end of 2001, the SPGPPS agreed to review its governance and leadership options. In 2002, a substantive Discussion Paper was developed to inform stakeholder deliberations concerning future leadership options for the SPGPPS within the context of the following models.

1. RANZCP Chair and democratically elected Deputy Chair
2. Rotating Chair and democratically elected Deputy Chair
3. Rotating Chair with a psychiatrist holding the Chair or Deputy Chair
4. Elected Chair and Deputy Chair

The Paper was prepared, and regularly updated throughout 2002, by the SPGPPS Secretariat in consultation with the SPGPPS Legal Consultant, Ms Jane Ferry. The Discussion Paper included proposed resolutions to facilitate amendment of the SPGPPS Operating Guidelines should it be decided to change the original leadership arrangements.

At the 29<sup>th</sup> Meeting of the SPGPPS, held in Perth on 27 September 2002, the SPGPPS endorsed the current arrangements for leadership of the SPGPPS whereby, the Chair is appointed by the RANZCP and the Deputy Chair is appointed by a majority of the Representative Members.

#### **4. Review of the *SPGPPS Operating Guidelines* in accordance with the outcome of the Strategic Planning Day and the review of leadership options for the SPGPPS.**

In 2002, the *SPGPPS Operating Guidelines* were reviewed and amended to remove all references to the Network of Australian Consumer Advisory Groups (NOAC) and acknowledged the establishment of the National Network of Private Psychiatric Sector Consumers and Carers (hereafter the National Network). The amendments were worded to enable the SPGPPS to obtain consumer and carer representation through either the National Network or the Mental Health Council of Australia (MHCA). Should either body be unable to nominate, then the discretion of the SPGPPS to appoint appropriate individuals was retained in the Guidelines.

No changes were required to be made to the *SPGPPS Operating Guidelines* concerning leadership options.

#### **5. Representation for private sector consumers and carers at a national level on all matters related to the delivery of mental health services in the private sector.**

Based on the recommendations of the *SPGPPS National Forum 2001* and the 1<sup>st</sup> *SPGPPS Strategic Planning Day*, Hospitals and Consumer and Carer representatives, worked in collaboration, throughout 2002, with the APHA, toward the establishment of consumer and carer advisory committees in all private hospitals. This was done to enable consumers and carers to contribute constructively to service development, evaluation and current practice. It was envisaged that a national network of consumers and carers would evolve from the Advisory Committee network. The SPGPPS acknowledged that there are two key issues involved in fulfilling the recommendations of the Forum and Strategy Day. Firstly, it is critical that the private sector have its own consumer and carer organisation. Secondly, there is a need for private sector mental health consumers and carers to be represented on all relevant national bodies.

A teleconference was held on 13 May 2002 to look at what was required for the establishment of the network. Most of the 12 Hospitals that participated in the teleconference had some form of consumer and carer advisory committee that was either hospital-based, or state-based.

Concurrently, the MHCA, and the Australian Health Ministers Advisory Council's, (AHMAC) National Mental Health Working Group (NMHWG), developed an agreed model to progress consumer and carer partnerships after the winding down of NOAC. The *National Consumer and Carer Forum* (NCCF) was established as a national initiative, which aims to progress consumer and carer participation in the Australian mental health sector. The MHCA invited the SPGPPS to nominate one consumer representative and one carer representative to participate on the NCCF. The SPGPPS provided funding to enable Ms Alvina Hill (consumer) and Ms Ruth Carson (carer) to attend the April 2002 NCCF to represent the interests of private sector consumers and carers. It was subsequently decided that the SPGPPS would decline the provision of any further funding for private sector consumer and carer representation on NCCF and would look at the issue of funding for the fledgling National Network.

The first face-to-face meeting of the National Network, was held on 15 August 2002 to coincide with the SPGPPS National Forum 2002. Hospitals supported travel and accommodation costs for consumers and carer representatives and the SPGPPS funded venue and catering costs. Twenty-two consumers and carers attended the meeting and most stayed on to attend the SPGPPS 2002 National Forum.

Since that time the National Network has applied for membership of the MHCA and that application has been approved by the MHCA Membership Committee and was subsequently ratified by the Board of the MHCA.

The SPGPPS Secretariat, in consultation with SPGPPS representatives Ms Janne McMahon, Dr Jo Lammersma, Mrs Judy Hardy, Ms Moira Munro, Mr David Morton and Mr John McGrath prepared a draft proposal to support expansion of the National Network and is seeking funding from the AMA, RANZCP, AHIA, APHA, CDHA, DVA and beyondblue Ltd.

#### **6. Supervision of the implementation of the National Model for the Collection and Analysis of a Data Set with Outcome Measures for Private, Hospital-based, Psychiatric Services and its Centralised Data Management Service.**

The SPGPPS's Centralised Data Management Service (CDMS) is jointly funded by private hospitals with psychiatric beds (Hospitals), private health insurance funds (Health Funds) and the Commonwealth Department of Health and Ageing under an Agreement with the AMA for the provision of services and operation of the CDMS. Under this Agreement, the CDMS is required to assist participating Hospitals with the implementation of the National Model and to provide Hospitals and Health Funds with a data management service that routinely prepare and distributes reports on the provision and outcomes of Hospital-based psychiatric care. The CDMS is located within the National Secretariat at the offices of the Federal AMA in Canberra. The SPGPPS's Principal Information Officer, Mr Allen Morris-Yates, is responsible for the development and operation of the CDMS.

Under the SPGPPS's National Model, Hospitals are asked to collect two standardised measures of clinical status, one clinician-completed rating scale and one patient-completed questionnaire, at admission and discharge from episodes of overnight inpatient care, and at admission and discharge from episodes of ambulatory care. Where episodes of care are extended, Hospitals are also asked to collect the two measures at regular, 13 week, review intervals. Together with data collected under the Hospital Casemix Protocol (HCP), the information regarding patients' clinical status is used in the generation of aggregate statistics regarding Hospitals' workload (casemix) and the outcomes of the care provided. The data collected by Hospitals is submitted to the CDMS in a de-identified format (maintaining compliance with the provisions of the Privacy Act). The CDMS then provides Hospitals and Health Funds with comprehensive reports for the evaluation and benchmarking of the services provided.

Implementation of the SPGPPS's National Model began in June 2001. By February 2002, training materials and software had been developed and distributed to Hospitals. In September 2001, Mr Morris-Yates, had visited each participating Hospital to provide a train-the-trainer workshop and to discuss the implementation of the data collection protocols. In December 2001, Mr Morris-Yates conducted one day training workshops focused on the use of the Hospitals Standardised Measures database (HSMdb) software, in Perth, Adelaide, Melbourne, Sydney and Brisbane.

**February 2002 – July 2002**

In late February 2002, the SPGPPS's Administrative Officer, Ms Bronwen van der Wal, conducted a telephone survey of all participating Hospitals in order to ascertain progress and identify any significant problems Hospitals may have been experiencing in their implementation of the data collection protocols and use of the software.

During the period January through March 2002, training materials were revised to accommodate changes to the Privacy legislation. The HSMdb software and its associated documentation were updated to incorporate functions to generate local reports. Version 1.1 of the HSMdb software and the revised training materials were distributed to Hospitals in late March.

In April 2002, Mr Morris-Yates re-visited each of the participating Hospitals to review their progress with the implementation of the National Model, discuss any problems that may have arisen, and provide further training and support in the use of HSMdb. Feedback from key Hospital staff suggested further revisions to the HSMdb software.

Whilst hospitals reported few problems with the use of the measures, quite a number of Hospitals were found to be struggling with the implementation of the data collection process.

Active support and attention from senior management, the presence of a key person with a genuine interest in taking responsibility for the implementation (often the quality improvement coordinator or health information manager), and the provision of adequate administrative support appear to be critical factors in the successful implementation of the National Model.

The major work undertaken in May 2002 was the preparation of a comprehensive version of the *HSMdb System User's Guide*. Whilst not complete, the published *Guide* covered the majority of routine data entry and management functions. Version 2.2 of *HSMdb* and the accompanying, 120 page, *HSMdb System User's Guide* were distributed to Hospitals in late May, together with the first formal request for Hospitals to submit the required data regarding the 1<sup>st</sup> Quarter of 2002.

**July 2002 – February 2003**

As of early September 2002, almost all participating Hospitals were able to collect standardised measures (HoNOS and SF-14-M) at admission and discharge from episodes of overnight inpatient care. The majority of Hospitals were also able to collect that data for episodes of ambulatory care. It is expected that during 2003 the data collection will become an integral component of participating Hospitals clinical processes.

Initial work on the CDMS's Data Warehouse (CDMSdwh) was directed towards providing Hospitals with their first Standard Quarterly Report. This was seen as having the highest priority because of the need to begin providing feedback in response to the substantial work put in by Hospitals in implementing the National Model.

Hospitals submitted data for the 1<sup>st</sup> quarter for 2002 in June 2002. Their first Standard Quarterly Report, distributed to Hospitals in August 2002, focussed on the completeness of the data collection. A limited set of tables addressing casemix (e.g., HoNOS and SF-14-M profiles of patients at admission) and outcomes were provided.

Hospitals submitted data for the 2<sup>nd</sup> quarter of 2002 at the end of September. The Second Standard Quarterly Report issued to Hospitals in November was similar in content to the first report.

The first Standard Report for Health Funds, covering the 2<sup>nd</sup> Quarter of 2002, was distributed to Health Funds in November 2002.

Work on the CDMSdwh during September 2002 to January 2003 is focussed principally on completing and testing the report functions. Conduct of this work is essential, as it is critically important that the initial data processing is completed without error.

During the first half of 2003, work will focus on expanding both Hospitals' and Health Funds' Standard Reports to include more detailed aggregate statistics on casemix, length of stay, costs and outcomes. By the end of May 2003, the CDMSdwh should be capable of semi-automatically generating basic Standard Reports for both Hospitals and Health Funds.

### ***Revised schedule***

Progress with the implementation of the National Model has been slower than was initially planned. The major factors responsible for that were as follows.

1. Changes to the National Model required making it consistent with the new Private Sector Privacy Act.
2. Our inability to employ a project officer with the necessary skills. This substantially increased Mr Morris-Yates' workload and placed restrictions on the work schedule.
3. Unforeseen shortfalls in funding associated with the introduction of the GST and additional travel and infrastructure requirements.

The most significant impact of the above was to cause the initiation of development of the CDMSdwh to be postponed from September 2001 until June 2002. This postponement has, in turn, had direct flow-on effects to the delivery schedule for all reports produced by the CDMS.

Whilst at the end of 2002 the CDMS is able to provide both Hospitals and Health Funds with standard reports, there remains a substantial body of work to be completed to ensure that the full benefits of the implementation of the National Model are realised. That work includes:

- consultation with Hospitals and Health Funds regarding the further utilization and interpretation of the information derived from the data submitted by Hospitals;
- enhancements to the HSMdb software to facilitate Hospitals' local utilization of the data they collect;
- revision and further development of the Standard Reports provided to Hospitals and Health Funds by the CDMS; and
- the revision and further development of training and reference materials for Hospitals and Health Funds.

On that basis, the SPGPPS requested the relevant stakeholders to consider revised budget estimates for Year 3 of operation of the CDMS (June 2003 to May 2004) in order to retain the services of Mr Morris-Yates to undertake the above.

### ***Other work***

In addition to the primary tasks identified above, Mr Morris-Yates has been an active participant in a number of committees and working groups involved in work related to the SPGPPS's National Model. These have included:

- the Information Strategy Committee (ISC) of the AHMAC NMHWG;
- the ISC working group responsible for the development of the National Outcomes and Casemix Collection specification;
- Standards Australia committee IT-14-4 (System and Data Security, Integrity and Privacy);
- the NMHWG's Adult Mental Health Outcomes Expert Group; and
- an ad-hoc group working on the progression of the agenda of the NMHWG's Quality and Safety Committee.

#### **7. Co-ordination of four face-to-face meetings of the SPGPPS including:**

- *preparation and distribution of agendas and papers for meetings;*
- *recording the proceedings of meetings;*
- *distribution of a record of proceedings;*
- *follow-up actions;*
- *provision of financial support associated with the cost of meetings; and*
- *support for consumer and carer participation.*

In 2002, the SPGPPS Secretariat co-ordinated all aspects of four face-to-face meetings of the SPGPPS which were held as follows.

**Table 1: SPGPPS Face-to-Face Meetings 2002**

| <b>Meeting</b>                                                          | <b>Date</b>          | <b>Venue</b>                    | <b>Location</b> |
|-------------------------------------------------------------------------|----------------------|---------------------------------|-----------------|
| 27 <sup>th</sup> Meeting ♦                                              | Thursday, 14 March   | Department of Veterans' Affairs | Sydney          |
| 28 <sup>th</sup> Meeting                                                | Friday, 7 June       | The New Farm Clinic             | Brisbane        |
| 29 <sup>th</sup> Meeting                                                | Friday, 27 September | The Perth Clinic                | Perth           |
| 30 <sup>th</sup> Meeting ♦                                              | Thursday, 5 December | The Albert Road Clinic          | Melbourne       |
| ♦ Held back-to-back with the AHMAC National Mental Health Working Group |                      |                                 |                 |

The Secretariat co-ordinated two meetings of the SPGPPS held back-to-back with the NMHWG. Earlier this year, the SPGPPS was formally appointed to the NMHWG and the Chair of the SPGPPS now routinely attends their meetings. The Executive Officers of the SPGPPS, MHCA and the NMHWG have also been appointed as observers to the NMHWG and have been asked to form a small Executive to better coordinate activities between the meetings of these three bodies. Back-to-back meetings between the SPGPPS and the NMHWG continued until the end of 2002.

The schedule of SPGPPS Members and Observers attending face-to-face meetings of the SPGPPS for 2002 are set out in Table 2 below. In addition, the SPGPPS Secretariat co-ordinated the following teleconferences to progress matters between face-to-face meetings.

1. Tuesday, 21 May
2. Tuesday, 9 July
3. Tuesday, 6 August
4. Tuesday, 10 September
5. Tuesday, 5 November

**Table 2: SPGPPS Representatives attendance at meetings of the SPGPPS 2002**

| ORGANISATION        | REPRESENTATIVE(S)     | 1 <sup>st</sup><br>Strategy<br>Day | 27 <sup>th</sup><br>Meeting | 28 <sup>th</sup><br>Meeting | 3 <sup>rd</sup><br>National<br>Forum | 29 <sup>th</sup><br>Meeting | 2 <sup>nd</sup><br>Strategy<br>Day | 30 <sup>th</sup><br>Meeting |
|---------------------|-----------------------|------------------------------------|-----------------------------|-----------------------------|--------------------------------------|-----------------------------|------------------------------------|-----------------------------|
| <b>AMA</b>          | Dr Bill Pring         | √                                  | √                           | √                           | √                                    | √                           | √                                  | √                           |
|                     | Dr Choong-Siew Yong   | Apology                            | √                           | √                           | √                                    |                             |                                    |                             |
|                     | Dr Martin Nothling    |                                    |                             |                             | √                                    | √                           | √                                  | √                           |
| <b>RANZCP</b>       | Dr Yvonne White       | √                                  | √                           | √                           | √                                    | √                           | √                                  | √                           |
|                     | Mr Craig Patterson    | √                                  | Apology                     | √                           | √                                    | √                           | √                                  | Apology                     |
|                     | Dr Johanna Lammersma  | √                                  | √                           | Apology                     | √                                    | √                           | √                                  | √                           |
| <b>RACGP</b>        | Dr Brian Kable        | Apology                            | √                           | √                           | Alternate                            | √                           | Apology                            | Apology                     |
| <b>CDHA</b>         | Mr Dermot Casey       | Apology                            | Alternate                   | Alternate                   | √                                    | Apology                     | Apology                            | √                           |
|                     | Mr Peter Callanan     | √                                  | √                           | √                           | √                                    | √                           | √                                  | √                           |
| <b>DVA</b>          | Mr David Morton       | √                                  | √                           | Apology                     | √                                    | √                           | √                                  | √                           |
| <b>Consumers</b>    | Ms Janne McMahon      | √                                  | Apology                     | √                           | √                                    | √                           | √                                  | √                           |
| <b>Carers</b>       | Mr John McGrath       | √                                  | Apology                     | √                           | Apology                              | √                           | √                                  | √                           |
| <b>Hospitals</b>    | Mrs Sue Feeney        | √                                  | Apology                     | √                           | √                                    | √                           | √                                  | √                           |
|                     | Ms Moira Munro        | √                                  | √                           | √                           | √                                    | √                           | √                                  | √                           |
| <b>Health Funds</b> | Mrs Judy Hardy        | √                                  | √                           | √                           | √                                    | √                           | √                                  | √                           |
|                     | Ms Laurel Mitchell    |                                    |                             | Apology                     | √                                    | √                           | √                                  | √                           |
|                     | Ms Lynn McDonald-Duke | √                                  | √                           |                             |                                      |                             |                                    |                             |

**Invited Guests and Speakers***27<sup>th</sup> Meeting, 14 March 2002 Sydney*

Ms Chris Harrington, Director, Insurance Industry Section, CDHA Private Health Industry Branch, addressed the meeting on pre-existing ailment rules that apply to private health insurance members.

*28<sup>th</sup> Meeting, 7 June 2002 Brisbane*

Mr Brian Johnston, Executive Director, Australian Council on Healthcare Standards, attended the meeting to discuss the concerns of Health Funds concerning transfer of accreditation status.

*29<sup>th</sup> Meeting, 27 September Perth*

Dr Grace Groom, Chief Executive Officer, MHCA and Professor Ian Hickie, Chief Executive Officer, beyond blue, attended the meeting to address the concerns of the private sector, regarding the *International Mid-Term Review of the Second National Mental Health Plan*.

All the above presentations have also been substantially documented and appear in the reports of the respective SPGPPS meetings. These reports are available from the SPGPPS Secretariat on request, and may also be downloaded from the SPGPPS website at: [www.spgpps.com](http://www.spgpps.com).

Table 3 provides an indication of the range of issues the SPGPPS dealt with in 2002, and Table 4 gives some indication of the meetings attended by representatives of the SPGPPS.

**Table 3: SPGPPS Meeting Agenda Items for 2002**

| AGENDA ITEM                                                         | SPGPPS MEETING   |                  |                  |                  |
|---------------------------------------------------------------------|------------------|------------------|------------------|------------------|
|                                                                     | 27 <sup>TH</sup> | 28 <sup>TH</sup> | 29 <sup>TH</sup> | 30 <sup>TH</sup> |
| <b>1. PROCEDURAL MATTERS</b>                                        |                  |                  |                  |                  |
| Opening/Welcome/Apologies/Alternates/Guests                         | ✓                | ✓                | ✓                | ✓                |
| Adoption of the Report of the last SPGPPS Meeting                   | ✓                | ✓                | ✓                | ✓                |
| Progress Report and Out of Session Decisions                        | ✓                | ✓                | ✓                | ✓                |
| <b>2. FINANCE AND OPERATIONAL MATTERS</b>                           |                  |                  |                  |                  |
| SPGPPS Annual Progress Report 2001-2002                             | ✓                |                  |                  |                  |
| SPGPPS Strategic Planning Day 2002 Report                           | ✓                |                  |                  |                  |
| Future Leadership of the SPGPPS                                     | ✓                | ✓                | ✓                |                  |
| SPGPPS National Forum 2002                                          | ✓                | ✓                | ✓                |                  |
| MHCA Service Agreement                                              |                  | ✓                |                  |                  |
| Correspondence from the IAP                                         |                  |                  | ✓                |                  |
| National Network of Private Psychiatric Sector Consumers and Carers |                  |                  | ✓                | ✓                |
| SPGPPS Annual Progress Report 2002-2003                             |                  |                  |                  | ✓                |
| <b>3. DISCUSSION ITEMS</b>                                          |                  |                  |                  |                  |
| MHCA National Consumer and Carer Forum                              | ✓                | ✓                |                  |                  |
| Community Development Project                                       | ✓                |                  |                  |                  |
| SPGPPS Data Collection and Analysis Project                         | ✓                | ✓                | ✓                | ✓                |
| Guidelines for Determining Benefits                                 | ✓                | ✓                |                  |                  |
| Partnership in Safety and Quality in Mental Health                  | ✓                | ✓                | ✓                |                  |
| National Standards Implementation Working Group                     | ✓                |                  |                  |                  |
| Transfer of Accreditation Status                                    | ✓                | ✓                |                  |                  |
| Review of the Regulatory Framework for Health Funds                 |                  | ✓                |                  |                  |
| Electro-convulsive Therapy                                          |                  | ✓                |                  |                  |
| Step-down Funding and Day-only Co-payments                          |                  | ✓                |                  |                  |
| National Network of Private Psychiatrists                           |                  |                  | ✓                | ✓                |
| Mid-Term Review of the 2 <sup>nd</sup> National Mental Health Plan  |                  |                  | ✓                | ✓                |
| AHMAC National Mental Health Working Group                          |                  |                  | ✓                | ✓                |
| Mental Health Needs and Expenditure in Australia                    |                  |                  | ✓                |                  |
| Health Care in Focus Conference                                     |                  |                  | ✓                |                  |
| Mental Health Privacy Coalition                                     |                  |                  |                  | ✓                |
| SPGPPS 2 <sup>nd</sup> Strategy Day Report                          |                  |                  |                  | ✓                |
| SPGPPS National Forum 2003                                          |                  |                  |                  | ✓                |
| <b>4. INFORMATION ITEMS</b>                                         |                  |                  |                  |                  |
| Second Tier Benefits                                                | ✓                | ✓                | ✓                | ✓                |
| Clinical Care Pathways Project (CCPs)                               | ✓                | ✓                | ✓                | ✓                |
| Clinical Practice Guidelines Project (CPGs)                         | ✓                | ✓                | ✓                | ✓                |
| Integrated National Mental Health Service Projects                  | ✓                | ✓                | ✓                | ✓                |
| Enhancing Relationships Project                                     | ✓                | ✓                | ✓                | ✓                |
| Telepsychiatry                                                      |                  | ✓                | ✓                |                  |

**Table 4: Meetings attended by representatives of the SPGPPS in 2002**

| MEETING                                                                                         | DATE(S)   | REPRESENTATIVE(S)                    |
|-------------------------------------------------------------------------------------------------|-----------|--------------------------------------|
| 1. AHMAC NMHWG Information Strategy Committee & its working groups, committees & forums         | 31-Jan    | Mr Morris-Yates                      |
| 2. AHMAC NMHWG Safety & Quality Sub-committee                                                   | 01-Feb    | Mr Taylor, Dr White                  |
| 3. Quality & Safety in Mental Health                                                            | 01-Feb    | Mr Taylor, Mr Morris-Yates           |
| 4. AHMAC NMHWG Information Strategy Committee & its working groups, committees & forums         | 11-12 Feb | Mr Morris-Yates                      |
| 5. AHMAC NMHWG/ AMWAC Joint Response Workshop                                                   | 23-Apr    | Dr White                             |
| 6. AHMAC NMHWG Information Strategy Committee & its working groups, committees & forums         | 23-Apr    | Mr Morris-Yates                      |
| 7. Federal Privacy Commissioner & Mental Health Privacy Coalition                               | 08-May    | Dr White, Mr Taylor, Ms McMahon      |
| 8. AHMAC NMHWG Information Strategy Committee & its working groups, committees & forums         | 13-14 May | Mr Taylor                            |
| 9. Standards Australia Health Informatics Committee Privacy & Security Sub-committee (IT/14/4)  | 17 May    | Mr Morris-Yates                      |
| 10. SPGPPS National Forum Agenda Committee                                                      | 04-Jun    | Dr White, Mr Taylor, Mr Morris-Yates |
| 11. AHMAC NMHWG Information Strategy Committee & its working groups, committees & forums        | 14-Jun    | Mr Morris-Yates                      |
| 12. AHMAC NMHWG                                                                                 | 14-Jun    | Mr Taylor                            |
| 13. Health Fund Psychiatric Care Liaison Group                                                  | 19-Jun    | Mr Morris-Yates                      |
| 14. AHMAC NMHWG Information Strategy Committee & its working groups, committees & forums        | 23-26 Jun | Mr Morris-Yates                      |
| 15. Mental Health Privacy Coalition Meeting                                                     | 27-Jun    | Dr White, Ms McMahon, Mr Taylor      |
| 16. AHMAC NMHWG Information Strategy Committee & its working groups, committees & forums        | 09-Jul    | Mr Morris-Yates                      |
| 17. AHMAC NMHWG Information Strategy Committee & its working groups, committees & forums        | 12-13 Aug | Mr Morris-Yates                      |
| 18. Standards Australia Health Informatics Committee Privacy & Security Sub-committee (IT/14/4) | 23 Aug    | Mr Morris-Yates                      |
| 19. 8th Annual National Casemix Conference                                                      | 01-04 Sep | Mr Taylor, Mr Morris-Yates           |
| 20. Temporary Public Interest Determination No 2001/1 Conference                                | 30 Aug    | Dr Pring, Mr Taylor                  |
| 21. AHMAC NMHWG Workshop                                                                        | 05-Sep    | Dr White                             |
| 22. AHMAC NMHWG                                                                                 | 06-Sep    | Dr White                             |
| 23. Health Fund Psychiatric Care Liaison Group                                                  | 12-Sep    | Mr Morris-Yates                      |
| 24. AHMAC NMHWG Information Strategy Committee & its working groups, committees & forums        | 23-Sep    | Mr Morris-Yates                      |
| 25. AHMAC NMHWG Information Strategy Committee & its working groups, committees & forums        | 14-Oct    | Mr Morris-Yates                      |
| 26. AHMAC NMHWG Dual Diagnosis Sub-committee                                                    | 17 Oct    | Dr White                             |
| 27. Mental Health Privacy Coalition Meeting                                                     | 01-Nov    | Mr Taylor, Dr White, Ms McMahon      |
| 28. AHMAC NMHWG Information Strategy Committee & its working groups, committees & forums        | 11-12 Nov | Mr Morris-Yates                      |
| 29. Health Fund Psychiatric Care Liaison Group                                                  | 14-Nov    | Mr Morris-Yates                      |
| 30. RACGP Meeting with Prof. Kidd                                                               | 18-Nov    | Dr White, Mr Patterson, Mr Taylor    |
| 31. AHMAC NMHWG Information Strategy Committee & its working groups, committees & forums        | 26-Nov    | Mr Morris-Yates                      |
| 32. AHMAC NMHWG Information Strategy Committee & its working groups, committees & forums        | 03-Dec    | Mr Morris-Yates                      |
| 33. Presentation at ARCHI Conference                                                            | 06-Dec    | Mr Morris-Yates                      |
| 34. AHMAC NMHWG                                                                                 | 06-Dec    | Dr White, Mr Taylor                  |
| 35. AHMAC NMHWG Information Strategy Committee & its working groups, committees & forums        | 16-Dec    | Mr Morris-Yates                      |

## **8. Co-ordination of a National SPGPPS Forum in 2002 for all private sector stakeholders to review progress with the implementation of the SPGPPS Strategic Plan 2000-2003.**

The Third (3<sup>rd</sup>) National Forum of the SPGPPS was held on Friday, 16 August 2002 at the Melbourne Airport Hilton Hotel. This Forum was about reforming funding models to facilitate innovation in service delivery and sought to identify practical actions that are achievable in the short-term, while recognising that long-term action will be necessary to effect systemic change.

Background papers were developed by SPGPPS stakeholder groups and these formed the basis of a summary paper, prepared by Professor Harvey Whiteford, Kratzmann Chair of Psychiatry, The University of Queensland. The summary paper drew together the themes raised in the background papers and identified areas where there was sufficient consensus to move forward. One hundred and twenty one delegates attended the Forum, which was facilitated by Ms Lynette Glendinning of PALM Management Pty. Ltd.

Professor Whiteford delivered the Keynote Address following which Delegates broke into six small groups and sought to develop a shared understanding of the key challenges across the whole sector. Each group put forward recommendations on practical ways forward for the sector, in both the short and the longer term. These were co-ordinated through two plenary sessions later in the day. The Keynote Address, Stakeholder Discussion Papers, and the Report on the Forum Proceedings are available from the SPGPPS Secretariat on request and may also be downloaded from the SPGPPS website at: [www.spgpps.com](http://www.spgpps.com).

Consideration of the Forum recommendations by the SPGPPS was deferred to a Second (2<sup>nd</sup>) *SPGPPS Strategic Planning Day*.

### ***2<sup>nd</sup> Strategic Planning Day***

The 2<sup>nd</sup> SPGPPS Strategic Planning Day was held in September 2002, back-to-back with the 29<sup>th</sup> Meeting of the SPGPPS in Perth. The purpose of the Day was to examine the recommendations arising from the SPGPPS National Forum 2002 and Ms Glendinning was commissioned by the SPGPPS to facilitate proceedings.

The SPGPPS considered how best to progress the five Agreed Stakeholder Goals of the Forum, as set out below.

1. Enhance Consumer and Carer participation in the design, delivery and evaluation of private sector mental health services, so that Consumer and Carer participation becomes the driving force in all elements of change.
2. Enable private sector mental health services to provide comprehensive care by encouraging the uptake of innovative services that have been shown to be effective and feasible.
3. Improve access to private sector mental health services by strengthening linkages and improving the co-ordination of care between GPs, Psychiatrists and Private Hospitals.
4. Seek to ensure that private sector mental health services are supported by a high quality workforce.
5. Improve the quality, availability and utilisation of information regarding private sector mental health services.

The SPGPPS agreed to adopt a combination of strategies to address these goals. A copy of the Report on the 2<sup>nd</sup> SPGPPS Strategic Planning Day is available from the SPGPPS Secretariat on request and may also be downloaded from the SPGPPS website at: [www.spgpps.com](http://www.spgpps.com).

## **5. Major Additional meetings supported by the SPGPPS Secretariat**

### ***The Mental Health Privacy Coalition (MHPC)***

The MHPC met with the Federal Privacy Commissioner, Mr Malcolm Crompton on 8 May 2002 to discuss the concerns mental health service providers and consumers and their carers had with the Privacy Amendment (Private Sector) Act 2000, which extended the Privacy Act 1988 to cover the private health sector throughout Australia. The focus of the 8 May meeting was the impact on the mental health sector of the legislation, its 10 National Privacy Principles (hereafter NPPs), and the Guidelines on Privacy in the Private Health Sector (hereafter Guidelines). At that meeting, the Privacy Commissioner suggested that the MHPC identify the problems with a view to developing a privacy education campaign, similar to that undertaken by the AMA before the legislation came into effect in December 2001. Such a campaign would assist mental health service providers to work with the NPPs without compromising good clinical practice. The MHPC subsequently asked the AMA to develop a draft kit for its approval.

The MHPC subsequently met on 27 June 2002 and agreed that a kit, which provides guidance on the development of privacy policies to suit the needs of mental health service providers and their patients, could overcome many concerns. There are, however, some concerns that will require changes to the law, and the MHPC agreed to identify the changes it believes should be sought when the legislation is reviewed in 2004.

The Second Meeting of the MHPC was held on 1 November 2002 at the offices of the Federal AMA in Canberra. The purpose of this meeting was to:

- examine the concept and content of the *Privacy Kit for Mental Health Service Providers* developed by the AMA;
- consider the costs involved with the printing and distribution of Kit; and
- discuss further problems that require legislative.

At the end of 2002 the Kit was nearing completion for publication and the stakeholders were considering the most cost effective way of distributing the Kit.

### ***National Network of Private Psychiatric Sector Consumers and Carers (the National Network)***

The 28<sup>th</sup> Meeting of the SPGPPS requested that Ms Janne McMahon, Ms Moira Munro, and Mr Phillip Taylor, in consultation with Mrs Judy Hardy investigate and advise the SPGPPS on the approximate costs involved with sustaining the *Network*.

The SPGPPS covered the costs associated with the first face-to-face meeting of the Network, which was held on 15 August 2002 to coincide with the SPGPPS National Forum 2002. The SPGPPS Secretariat provided administrative support for the meeting.

The 29<sup>th</sup> Meeting of the SPGPPS subsequently requested that the Secretariat prepare a proposal to support expansion of the *Network* to be jointly funded by the AMA, RANZCP, AHIA, APHA, CDHA, DVA and beyond blue. This proposal was prepared

to facilitate further discussion of the structure and funding requirements for expansion of the *Network* under the auspice of the SPGPPS.

#### **10. The production and wide circulation of a quarterly SPGPPS Newsletter in both hard copy and electronic formats.**

Four Editions of the newsletter *SPGPPS News* were produced in 2002 and widely circulated in hard-copy and electronic formats. Copies of the Newsletters were also posted on the SPGPPS website. The Newsletters included an editorial and articles on the following issues.

##### ***Issue 10, March 2002***

- SPGPPS Strategy Day 2002
- Community Development Project
- SPGPPS Data Collection and Analysis Project
- National Practice Standards for the Mental Health Workforce
- Safety and Quality in Mental Health

##### ***Issue 11, July 2002***

- Mental Health Privacy Coalition Meets the Federal Privacy Commissioner
- SPGPPS National Forum 2002
- Consumer & Carer Participation
  - *First National Consumer and Carer Forum*
  - *National Network of Private Psychiatric Sector Consumers and Carers*
- SPGPPS Data Collection and Analysis Project
- Primary Mental Health Care
- Telepsychiatry

##### ***Issue 12, September 2002***

- The SPGPPS National Forum 2002
- World Mental Health Day
- International Mid-term Review of the Second National Mental Health Plan
- Telepsychiatry
- Mental Health Privacy

##### ***Issue 13, December 2002***

- SPGPPS 2<sup>nd</sup> Strategy Day
- Enrolment Procedure for New Hospitals
- SPGPPS Data Collection and Analysis Project
- Mental Health Privacy Coalition
- Children of Parents with a Mental Illness (COPMI) Project

##### ***Other publications, reports and submissions prepared by the SPGPPS during 2002.***

- ◆ SPGPPS National Forum 2002
- ◆ Regular Progress Reports on the Implementation of the SPGPPS National Model
- ◆ SPGPPS 1<sup>st</sup> Strategy Day Report
- ◆ SPGPPS 2<sup>nd</sup> Strategy Day Report
- ◆ SPGPPS Annual Progress Report
- ◆ Submission - National Practice Standards for the Mental Health Workforce
- ◆ Submission - Temporary Public Interest Determination (TPID) No 2001/1
- ◆ Submission - Oral Evidence TPID Conference on 30 August 2002.
- ◆ Submission - Review of the Regulatory Framework for Private Health Insurance
- ◆ Submission – Int. Mid-Term Review of the 2<sup>nd</sup> National Mental Health Plan,

## 11. The maintenance of a dedicated SPGPPS website (www.spgpps.com).

The website is constantly updated and currently contains information on:

- The Structure of the SPGPPS
- Reports of meetings of the SPGPPS and other reports
- Publications
- Newsletters
- Links to other relevant national and international sites
- Public documents about the National Model and its CDMS
- Documentation to support the implementation of the National Model

## EXPENDITURE AND FUNDING FOR YEAR 2

The budget for Years 1, 2 and 3 of the operation of the National SPGPPS Secretariat were originally developed in the second half of 2000, prior to the implementation of the Goods and Services Tax (GST) and without a complete understanding of the extent of the support that would be required for the SPGPPS as its role continued to evolve.

In particular, the travel and accommodation expenses for the SPGPPS Executive Officers attending meetings of other organisations on behalf of the SPGPPS were not factored into the original budget. This together with changes to the work schedule, have resulted in there being some variations in the actual expenditure for Year 2, with an associated expectation of how expenditure should be allocated during Year 3. Table 1 below provides a breakdown of the initial budget for Year 2 and compares it with actual expenditure as at 31 January 2003.

**Table 1: Initial budget and actual expenditure for operation of the SPGPPS.**

| Category of Expenditure                    | Initial Budget for Year 2 | Expenditure Year 2 (31 January 2003) |
|--------------------------------------------|---------------------------|--------------------------------------|
| <b>Staff</b> (salaries and on-costs)       | <b>129,104</b>            | <b>128,955</b>                       |
| <b>Recurrent costs</b>                     |                           |                                      |
| Accommodation                              | 14,520                    | 9,110                                |
| Electricity & Telephone                    | 3,000                     | 4,375                                |
| Internet (ISDN) Website Hosting            | 2,625                     | 353.62                               |
| Consumables                                | 2,900                     | 6,397.77                             |
| <b>SPGPPS Activity</b>                     |                           |                                      |
| Meetings/Teleconferences                   | 17,900                    | 51,760.97                            |
| Consumer and Carers Representatives        | 8,700                     | 7,370.02                             |
| National Forum                             | 14,000                    | 24,623.20                            |
| Sub Total                                  | <b>192,750</b>            | <b>232,946</b>                       |
| Balance carried forward from Year 1 (2001) | <b>43,676</b>             |                                      |
| <b>TOTAL</b>                               | <b>236,426</b>            | <b>232,946</b>                       |

Overall expenditure in Year 1 of operation of the SPGPPS National Secretariat was down by \$43,676, with that saving being carried forward to Year 2. Comparison of the initial budget with actual expenditure in Year 2 indicates that the major differences in Year 2 was expenditure on unbudgeted SPGPPS activity including:

- Strategic Planning Day 1
- Strategic Planning Day 2
- AHMAC NMHWG Meetings
- National Consumer and Carer Forum
- NNPPSCC Meetings

- Mental Health Privacy Coalition
- Other Meetings/Conferences
- Legal advice associated with the review of governance options for the SPGPPS

### Audited Financial Statements

In April 2003, the chartered accountants Duesburys conducted a specific audit of the revenue and expenditure for the SPGPPS for the period 1 January 2002 to 31 January 2003. A copy of Duesbury's letter of acquittal and the final Statement of Expenditure and Income for that period appears at Attachment 1 in this Report.

### FUNDING AND STAKEHOLDER CONTRIBUTIONS FOR YEAR 3

It is anticipated that there will be approximately \$6000 in unbudgeted legal costs for Year 3, associated with determining the future organisational and funding arrangements for the operation the SPGPPS and the CDMS beyond Year 3 of the current *AMA Agreement for Services* (see **item 2** in the *Schedule of Deliverables for Year 3* below).

The SPGPPS has agreed to work strictly within the context of the existing budget for Year 3. The SPGPPS has further agreed not to hold the SPGPPS National Forum in 2003, but rather to concentrate on progressing issues arising from the SPGPPS 2002 National Forum and its 2002 Strategic Planning Days.

The previous draft version of this Progress Report foreshadowed a possible shortfall associated with unbudgeted activities of the SPGPPS in 2002. However, the Duesbury audit has now shown that there is a small amount of funds remaining from the Year 2 budget (\$3,480.36), which the AMA has carried forward to the budget for Year 3 of operation of the SPGPPS Secretariat.

The AMA issued invoices, in accordance with the schedule set out below, at the end of December 2002, together with a copy of a **draft** version of this Progress Report.

| CONTRIBUTIONS | YEAR 3           |
|---------------|------------------|
| AMA           | \$51,400         |
| RANZCP        | \$25,700         |
| Commonwealth  | \$38,550         |
| AHIA          | \$38,550         |
| APHA          | \$38,550         |
| <b>TOTAL</b>  | <b>\$192,750</b> |

This was done to give the Parties to the *AMA Agreement* enough time to process their payments before the commencement of Year 3, on 1 February 2003. Payment has now been received from all parties to the AMA Agreement.

### REVISED SCHEDULE OF SERVICES AND DELIVERABLES FOR YEAR 3

1. SPGPPS Secretariat to provide infrastructure support and coordination necessary for all meetings and activities of the SPGPPS and the CDMS.
2. SPGPPS Secretariat to assist the SPGPPS in determining the future organisational and funding arrangements for the operation the SPGPPS National Secretariat and the CDMS beyond Year 3 of the *AMA Agreement for Services*. That determination must include decisions regarding whether or not the SPGPPS is to continue.

If it is decided that the SPGPPS should continue, then the following must also be determined.

- In what form, under what funding and contractual arrangements, and for what term is the National Secretariat to operate?
- Is the SPGPPS's CDMS to continue, and if so, in what form and under what funding and contractual arrangements should that Service operate? (It should be noted that under current contractual arrangements the CDMS cannot operate independently of the SPGPPS National Secretariat.)

This determination must be reached in good time to enable appropriate contractual arrangements to be formalized and signed. These arrangements will need to be finalized no later than 31<sup>st</sup> January 2004. Allowing three months for the preparation and execution of the required contracts, final agreement on the form of the arrangements needs to be achieved no later than 31<sup>st</sup> October 2003.

If it is decided that the SPGPPS should **not** continue, then it must also be determined, by 31<sup>st</sup> October 2003, what arrangements and procedures are to be undertaken to ensure that SPGPPS National Secretariat and the CDMS are closed by the 31<sup>st</sup> January 2004 (ie, the end of Year 3 of the *AMA Agreement for Services* for the operation of the SPGPPS National Secretariat).

3. Representation for private sector consumers and carers at a national level on all matters related to the delivery of mental health services in the private sector.
4. Supervision of the implementation of the *National Model for the Collection and Analysis of a Data Set with Outcome Measures for Private, Hospital-based, Psychiatric Services* and its Centralised Data Management Service.
5. Co-ordination of four face-to-face meetings of the SPGPPS including:
  - The preparation and distribution of agendas and papers for meetings;
  - recording the proceedings of meetings;
  - distribution of a record of proceedings;
  - follow-up actions;
  - provision of financial support associated with the cost of meetings; and
  - support consumer and carer participation.
6. Co-ordination of four dial-in teleconferences of the SPGPPS Executive to progress matters between meetings of the SPGPPS.
7. The production and wide circulation of a quarterly SPGPPS Newsletter in both hard copy and electronic formats.
8. Maintenance of the website [www.spgpps.com](http://www.spgpps.com).
9. Production of a Year 3 Progress Report, which includes the following.
  - Progress with the implementation of the strategic initiatives and any projects.
  - Progress with any other major SPGPPS activities.
  - Audited Financial Statements.

The AMA will continue to take all reasonable steps to ensure that the above requirements are satisfied and will provide a final report upon completion of the AMA Agreement for Services in 2004.

Mr Phillip Taylor  
Executive Officer  
SPGPPS