

SEPTEMBER 2023

BSHS NEWS

MESSAGE FROM THE CEO

MERYN PEASE | CEO

As a small rural Health Service we have been recognised for our education support and staff development within the Vocational Educational and Training sector. We were a finalist in two of the categories of the 2023 Victorian Training Awards, that being Employer – Traineeship Development and as Small Employer of the Year. Kim, Jane, Georgie, Mary and Andrea joined me at the Gala event in Melbourne on Friday 18 August. The event was amazing and it was very humbling to take away the winner of the Smaller Employer Award.

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Mary Cushing (Director of Clinical Services), Jane Shippen (Clinical Nurse Educator), Meryn Pease (CEO), Kim Stevens (Learning & Development Manager), Andrea Flenley (Director of Quality & Safety) and Georgie Jenkins (Clinical Support Nurse)



Beaufort & Skipton
Health Service



Winner
Small Employer of the Year



Victorian Skills Authority

Beaufort and Skipton Health Service acknowledges the Waddawurrung people as the traditional custodians of the land and their continuing connection to land, water and community.

We pay our respects to them and their culture, and to elders both past and present.



Congratulations to Jodi Sutherland (Non-Clinical Educator), Kim Stevens (Learning and Development Manager) along with the Education team. I want to thank all the staff who have gained further qualifications and certification through their personal and professional development within our Health Service.

We are so proud of our staff who feel supported and work with us to gain qualifications which means they take a step in their career and at the same time enable the Health Service to further improve or expand our services to our community. It is exciting to see our staff take on further training and then step into new roles within our Health Service.

The first few months of the new financial year is always full on for Chris and his Finance team. This is filled with external auditing requirements and internal audit actions, finance figures to be checked, double checked and then confirmed by the Victorian Government Auditor General's Office. A hectic time to say the least. I am pleased to share that Chris and the Finance team, came through with flying colours and achieved excellent results for the financial and both audit reports, which was recognised by the Board of Directors at the August meeting. Congratulations Chris and the Finance team, you are awesome.

The Looking after your Mental Wellbeing forum held on Thursday 24 August was well attended by the community. Freya Maberly, Social Worker with training in Psychology, Counselling and Equine Assisted Psychotherapy, had the attendees engaged from her opening words. Feedback at the forum, requested that we run this event again next year, which is a ringing endorsement of its success. The forum was supported with funding from the Pyrenees Shire Council Biannual Community Grants. I would like to thank Jayde and Andrea for organising this event and making it such a success.

We have been busy providing the final information for the Victorian Hospital Building Authority for the final payment, which has seen Ripon Peace (Beaufort Nursing Home) expansion planning documents completed.

Now we have applied for funding (RHIF 2023-2024) for the construction of Ripon Peace (Beaufort Nursing Home) accommodation expansion. The total works is estimated to cost \$2.2 million. If approved, this will see all 15 beds as single rooms with ensuites and complete the works for the Nursing Home.

The Health Service has received an extremely generous donation from the Beaufort Service Group.

The donation has meant we can now purchase the food trolley and e-trolley to support the delivery of food from the kitchen to Delama (Beaufort Hostel).

The Board of Directors and Executive team held a strategic planning meeting on Friday 25 August, to build the new 2024–2029 Strategic Plan for the Health Service. If you have any suggestions on what we should include please call me or send me an email with your suggestions.

Regards Mervyn

BOARD DIRECTOR REPORT

DAVID LENEHAN | BOARD CHAIR

The BSHS Board of Directors held their monthly meeting on Wednesday 23 August. This was a very positive meeting with a number of good stories reported regarding recent Health Service achievements. Firstly we noted that the Health Service had been named Small Employer of the Year at the 2023 Victorian Training Awards and was also a finalist in the employment award for Apprenticeship Development. This is a wonderful achievement for a small rural Health Service and congratulations go to the management team, education staff and all those employees who have taken the opportunity to expand their skills and obtain formal qualifications and course certificates in their respective areas of work.

The Victorian Auditor General's Office (VAGO) attended the meeting and complimented the Health Service on providing a "clean and unmodified" set of financial accounts for the past financial year. Our Internal Auditor also attended and confirmed that the Health Service was in full compliance with the provisions of the Financial Management Act 1994 (FM). Both audit groups were particularly complimentary regarding the work of Chris Nykoluk and the Finance team and expressed appreciation for the quality of the financial accounts and the cooperation they received throughout the course of the 2022–2023 financial audit process. There were no recommendations arising from either audit and in my experience that is an exceptional result.

The Board noted the commencement of the GP Primary Care Nurse Project at the Skipton Medical Practice which will run for twelve months and focus on a chronic disease management program involving a Primary Health Care Nurse, GP and Allied Health Team. Well done to Mary Cushing and her team for preparing the successful application to secure funding for this work.

There was further good news on the capital works program with Departmental approval for additional funds to meet the cost escalation associated with the construction of three additional ensuites in the acute wing at Beaufort. This work can now proceed and a contract will be signed with the builder in the near future.

Funding is also expected to be made available to construct or renovate accommodation for students which will see additional Occupational Therapist and Social Work placements as part of a program funded by the Commonwealth Department of Health and Aged Care.

Finally the Board noted the results of the 2023 People Matters Survey which indicated a participation rate of 63% which is steadily increasing each year. Overall the results are very positive and support the strategies that have been implemented over the past four years to support employee engagement, satisfaction and wellbeing.

As I indicated above there were many positive developments reported at this meeting and the Directors are very appreciative of the ongoing work of the management team and staff in providing quality and compassionate health care to the communities of Beaufort and Skipton.

Regards David

EXECUTIVE SAFETY WALK ROUND

The next Executive Safety Walk Round will take place for the Beaufort Community Health team on Wednesday 18 October at 1pm.

HEALTH SERVICE RECOGNISED IN VICTORIAN TRAINING AWARDS

Recently the Health Service received the news that it had been nominated as a finalist in the Victorian Training Awards for its outstanding contributions in the training sector. The Health Service was nominated in two categories, 'Employer Award for Apprenticeship Development' and 'Small Employer of the Year'. The Health Service has focused our efforts to ensure staff and teams have every opportunity to learn and grow in their respective career choices. The community then benefits from the improvement of skills which has enabled us to continue to grow the services we offer.

Winners were announced at the 2023 Victorian Training Awards Gala Dinner held at the Melbourne, Convention and Exhibition Centre with over 1000 attendees. The Health Service were delighted to be presented as the winner of the 'Small Employer of the Year' award. It was also announced that the Health Service will now represent Victoria at the National Training Awards later this year in Hobart.

Over the last two years the Health Service have supported 64% of non-clinical permanent staff to complete a variety of courses. These included Certificates in Health Service Administration, Certificate III in Leisure and Lifestyle, Certificate III in Commercial Cookery, Certificate III in Individual Support Traineeship, Diploma of Community Health Traineeship, Diploma of Nursing and Traineeships and Diploma of Community Services.

The Health Service has fostered collaborative partnerships with various organisations to enhance training opportunities for its staff. This commitment to professional development has shown that the Health Service is leading the way as a healthcare provider in the region.





The Hon Gayle Tierney MP

Minister for Training and Skills
Minister for Higher Education
Minister for Agriculture

121 Exhibition Street
Melbourne, Victoria 3000 Australia
Telephone: +61 3 8392 2220

Ref: CMIN-2-23-21063

Meryn Pease
Chief Executive Officer
Beaufort and Skipton Health Service
Meryn.pease@bshs.org.au

Dear Meryn,

I warmly congratulate Beaufort and Skipton Health Service on your win at the Victorian Training Awards in the Small Employer of the Year category.

The Victorian Training Awards showcase best practice in vocational education and training and celebrate the achievements of individuals, training providers, inspiring teachers or trainers and employers committed to skilling their staff.

Each year, the awards attract many high-calibre nominations from across the state, and this year we're proud to announce we received the largest number of nominations ever. Being selected from such a significant pool of talent truly reflects your organisation's achievements, and you should feel very proud of your successes.

Your organisation has excelled at treating each employee as an individual and promoting their aspirations, providing real-world learning opportunities for nursing, cleaning, catering, and maintenance. Investing in professional development has ensured empowered and happy staff, positioning Beaufort and Skipton Health Service as an employer of choice in the region.

Thank you very much for your participation in the 2023 Victorian Training Awards, and congratulations once again on your achievement.

I wish you all the best of luck at the Australian Training Awards later this year, and for your future endeavours.

Yours sincerely,

The Hon. Gayle Tierney MP
Minister for Training and Skills
Minister for Higher Education
Minister for Agriculture

28/8/23

cc: Kim Stevens, Learning and Development Manager, kim.stevens@bshs.org.au

Your details will be dealt with in accordance with the Public Records Act 1973 and the Privacy and Data Protection Act 2014. Should you have any queries or wish to gain access to your personal information held by this department please contact our Privacy Officer at the above address.



GILL CHECKLEY MEMORIAL SCHOLARSHIP

Applications are now open for the 2023–2024 Beaufort and Skipton Health Service Gill Checkley Memorial Scholarship.

For further information and copy of the Application Form and Guidelines, please refer to the [BSHS Intranet Education portal](#).

Forward your application and accompanying documentation to

Meryn Pease, CEO

Meryn.Pease@bshs.org.au

Applications close Friday 15 September 2023

LOOKING AFTER YOUR MENTAL WELLBEING

Beaufort and Skipton Health Service recently hosted a 'Looking after your Mental Wellbeing' Forum. It was encouraging to see more than 30 attendees and see that the community recognise mental wellbeing as an important part of their health and wellbeing.

Presenter and qualified Social Worker and Counsellor explained the links between the body's nervous system, emotional regulation and mental wellbeing and in a way that was simple and easy to understand. She also noted that the stigma surrounding mental health is changing and it is important to understand the link between our mind and body. Freya also provided simple strategies for attendees to be able to implement into their daily routine to support their resilience and promote positive mental wellbeing.

We thank Freya for providing such an informative morning for our community.

This event was made possible thanks to funding from the Pyrenees Shire Council.



BEAUFORT KITCHEN RECEIVE NEW OVEN

KEL OSWIN | SUPPORT SERVICES MANAGER

The Support Services team was buzzing with excitement recently as they received the announcement of a new Gas Oven and cooktop to be purchased. The team has diligently maintained the existing equipment for over 25 years, but it is now time for an upgrade. With the arrival of the new equipment, complete with added features and enhanced controls, the team anticipates improved efficiencies and the ability to support a wider range of menus and healthier choices. Meryn was pleased to hand over the shiny new equipment to Tracy Walsh (Beaufort Support Services Supervisor). Tracy and Kate (Skipton Support Services Supervisor) and their teams have been asked to continue to investigate the kitchen's equipment needs, ensuring that everything is running at optimum performance to ensure the Health Service continues to provide great food options to residents, patients and staff.



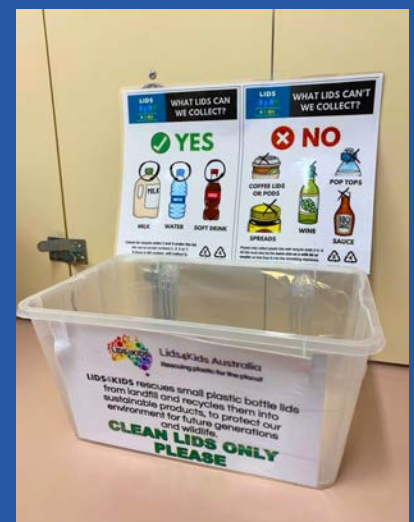
Tracy Walsh (Support Services Supervisor) and Meryn Pease (CEO)

LIDS4KIDS

To support the Beaufort Rotary's Clubs Lids4Kids project, Beaufort and Skipton Health Service is now a collection point.

Lids4Kids are committed to preventing bottle lids from entering our environment and are working with other recycling organisations to upcycle lids into sustainable plastic products.

We now have collection points in staff rooms and kitchens for staff to donate their plastic lids. Staff are also encouraged to bring lids from home.



FMI WORKS CASE STUDY

KEL OSWIN | SUPPORT SERVICES MANAGER

Beaufort and Skipton Health Service has recently implemented the FMI Works software into the facilities management and have just been featured as a successful case study on the FMI Works website.

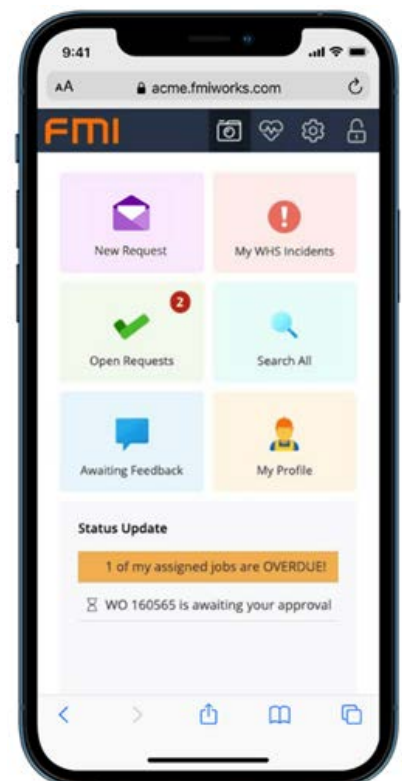
The implementation of FMI allows the Health Service to maintain high quality, safe environments that meet national accreditation standards and align with Health Share Victoria requirements. The implementation allowed previously separate data spreadsheets into a single platform. Maintenance requests are now also requested through FMI, making it easier for the maintenance team and staff across the organisation.

The implementation of FMI has made things easier and simpler on a day to day basis but also allows us to generate reports for auditors at the click of a button.

To read the full case study visit www.fmiworks.com/case-studies/beaufort-and-skipton-health-service.

Case Studies

Beaufort and Skipton Health Service



NATIVE ANIMAL VISIT

Our Skipton residents recently enjoyed a visit from the Skipton Kindergarten Children.

They were lucky enough to also have Ben from "Reptile Encounters" come along and introduce staff, residents and the children to a number of native animals including the Spiny Leaf Stick Insect, Green Tree Frog, Shingleback Lizard, Sugar Glider, Ringtail Possum a Python and a 12 year old Salt Water Crocodile.

A big thank you to Ben, a great day was enjoyed by all staff, residents and children seeing some animals they had never seen before.



RECIPE OF THE MONTH

Taco Cups

INGREDIENTS

8 mini white tortillas, warmed
1 brown onion, finely chopped
250g lean beef mince
1 tbs no added salt tomato paste
1 tbs paprika
420g canned corn kernels
200g Solanta tomatoes, chopped
1/2 cup shredded mozzarella
2 cups shredded baby cos



METHOD

1. Preheat oven to 200°C fan-forced. Lightly spray a 12 hole, 1/3 cup capacity muffin pan with oil. Line 8 holes with tortillas to form a cup.
2. Spray a large frying pan with oil, then place over medium heat. Cook onion, add beef and cook until browned. Add paste and paprika. Cook for 1 minute. remove pan from heat, add corn and tomato.
3. Divide beef mixture among tortilla cups, then add cheese. Bake for 12 minutes until cheese has melted. Serve topped with lettuce.

SKIPTON OUTINGS BUS

Would you or someone you know like to join our next social outing? Our next excursion will be to Bacchus Marsh to visit the Heritage Trail, followed by lunch at the Golf Club.

Where: Bacchus Marsh

Date: Tuesday 19 September

Time: Bus departs Skipton Hospital at 10am

For more information or to book a place please call 5340 1100 by Monday 11 September.

EDUCATION TEAM UPDATE

KIM STEVENS | LEARNING & DEVELOPMENT MANAGER

The Health Service in collaboration with East Grampians Health Service recently hosted a Graduate Nurse Day for Registered and Enrolled Transition to Practice Nurses. This day saw Trish Thorpe from Going Rural Health providing sessions on communication, providing feedback and difficult conversations. Jane Shippen (Clinical Nurse Educator) ran an excellent session on Sepsis, inviting staff at



Skipton to be part of this. Other sessions included Georgie Jenkins and Rebecca Simmonds presenting on Wellbeing and there was also a debrief session around navigating the day to day highs and lows of nursing by Kim Stevens. Feedback was fantastic and will be used to improve sessions moving forward. Thanks to all that contributed, taught and participated in the day.

Planning for the 2024 student placements has commenced. We are looking at Enrolled Nurse, Registered Nurse and Allied Health students, and are hoping to be able to provide placements to local education providers and continue to develop relationships that will benefit all.

The Leadership program continues into its second month with staff working on building leadership skills in healthcare. This has prompted five of our managers to enrol in the Diploma of Leadership and Management. This is an accredited course and will link seamlessly with the Caring Consistent and Compassionate Leadership in BSHS program currently running. We wish those attending all the best for their upcoming study.

This month the Clinical Education Team are working with staff to increase understanding around goals of care and to clarify information. They are also focused on the AN-ACC reporting and documentation on Clinical Manager. Jody is looking at opportunities for our non-clinical staff. We will be running four hour training sessions around food handling later in September and October.

DO YOU WANT TO BE A CONTACT OFFICER?

ERICA SMITH | PEOPLE & CULTURE MANAGER

What is a contact officer?

Contact Officers are staff who have volunteered and trained as a point of contact for colleagues experiencing harassment, discrimination, bullying or victimisation.

They contribute to BSHS's commitment to a respectful and equal opportunity workplace – one that strives towards everyone having the right to be treated with respect and a responsibility to act respectfully towards colleagues.

A Contact Officer provides valuable support across the Health Service, contributing to a safe and productive workplace where staff are treated fairly and with respect.

A Contact Officer, as a fellow staff member, is a useful point of contact when employees want to know what they can do when they experience harassment, discrimination, bullying or victimisation.

A Contact Officer can assist staff who have general enquiries or concerns about workplace conduct by:

- Providing information, guidance and support on options to resolve issues and explain choices to prevent issues before they reach escalation point
- Outlining organisational policies, processes and principles
- Referring staff to the organisation's key support services, both internally and externally (Employee Assistance Program)
- Guiding them to explore other options, if they are not able to solve their issue or manage the situation – steps to take in formalising a complaint or engaging formal resolution processes

How do I become a Contact Officer?

If you are interested in becoming a Contact Officer please contact

Erica Smith

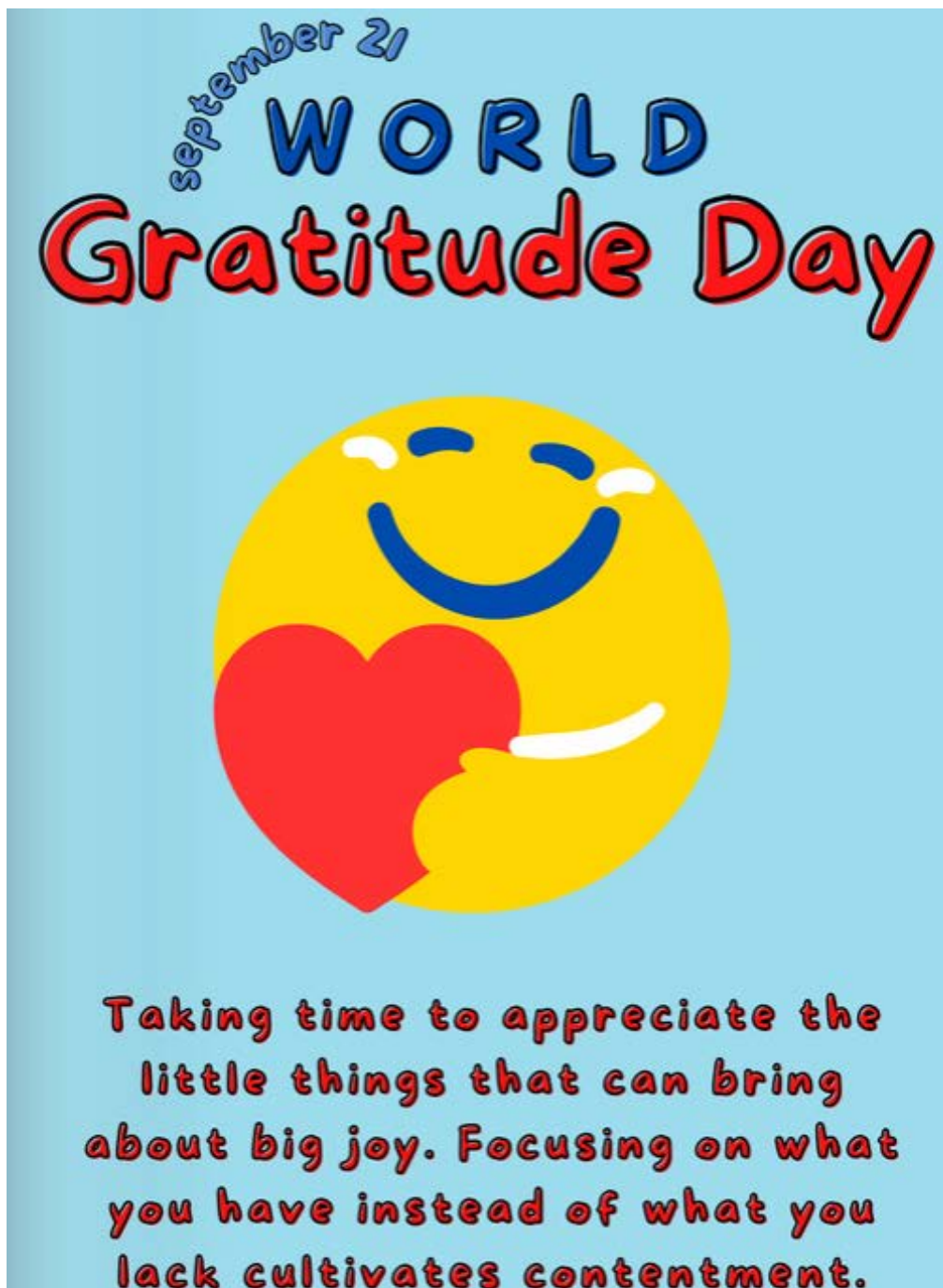
People and Culture Manager,

Erica.Smith@bshs.org.au

WORLD GRATITUDE DAY

World Gratitude Day is recognised on 21 September every year. A little bit of gratitude can go a very long way. Being thankful results in a whole range of emotional and physical benefits, it can boost your immune system, lower stress levels and improve sleep.

An easy way to implement gratitude into your daily life is to notice three things each day that you're grateful for. Whether it is being grateful to someone else or being grateful for things in your life, anything big or small.



STAFF WELLBEING

10 TIPS TO SUPPORT YOU TO QUIT

ERICA SMITH | PEOPLE & CULTURE MANAGER

Quitting smoking has great benefits for your health and your wallet. Over time you will sleep better, your heart rate and blood pressure will improve, your risk of heart disease will sharply decrease and the risk of smoking related cancers will decrease. Quitting smoking isn't easy, but with determination and perseverance, you can do it.

Here are 10 tips that will help you quit and stay a non-smoker:

Make a plan before you quit – people who plan are more likely to succeed

Call Quitline on 13 QUIT (13 78 48) to plan and discuss quitting strategies

Set a date to quit. Choose a date when you are not too busy with life

Plan for risky times. Plan activities that will not put you in a position to be tempted

Under withdrawal symptoms. Consider nicotine replacement therapies

Clean cigarettes out of your car, bag and house. Get rid of ashtrays and lighters

Don't be tempted to have 'just one' – this can lead to relapsing

The 4 D's. Delay acting to smoke; Deep breathe; Drink water; Do something else

Reward yourself. Set money aside that you have saved from not buying cigarettes

It's okay if you relapse. No one is perfect, it can take several attempts to quit

BSHS are committed to supporting staff through the provision of Nicotine Replacement Therapies (NRT), with the availability of a one off payment of up to \$100.

For further information please contact Erica Smith (People & Culture Manager) or Jayde Ringin (Health Promotion Officer).

HEALTH AND SAFETY REPRESENTATIVE

There is currently a position vacant for a Health and Safety Representative for the Skipton Medical Practice, Community Health and Skipton Kitchen.

Please contact your manager if you are interested for more details.

Act Now for a Dementia- Friendly Future

Dementia Action Week

18-24 September 2023

Join us this Dementia Action Week, for a free afternoon tea and hear more on this important topic from Dr. Mark Yates, Geriatrician, Medical Lead of the Dementia Care in Hospitals Program at Grampians Health and Associate Professor in Aged Care, Rehabilitation and Palliative Care and Deakin University.



 **BEERIPMO CENTRE**

1-3 LAWRENCE STREET, BEAUFORT



THURSDAY 21 SEPTEMBER

 **2.30PM-3.30PM**

BOOKINGS ARE ESSENTIAL

 **5349 1600**


Beaufort & Skipton
Health Service