

## AHP Steering Group Meeting 11<sup>th</sup> September 2003

### 1. Apologies

**Martin McLoughlin**  
**Janet O'Hagan**  
**Angela Belshaw**

### 2. Those Present

<b>Dorothy Jeffrey</b>	<b>Jennifer McClintock</b>
<b>Alison Hill</b>	<b>David Wright</b>
<b>Fiona Hodkinson</b>	<b>Judith Liddle</b>
<b>Bettie Heron</b>	

### Minutes of last Meeting – Agreed

#### 3. Matters Ensuing

**Getting connected** - Members commented that there were still problems accessing facilities on the site. Jennifer McClintock has already e-mailed Keith to this effect. **Action** - *All members to check all facilities and report back to Keith with any problems.*

**Review changes** - All changes previously identified have been completed. Links to the Beeches Management Centre and Westcare are complete.

**Contacts** - It is agreed that individuals representing professional bodies should be identified within the site. **Action** *each member to provide name.*

Letter (22<sup>nd</sup> July 2003) was distributed to regional groups requesting contacts and ideas.

**4. Internet Action** - Discussion centred around which facilities should and could be mirrored from the Extranet. It was agreed that neither CPD, circular and minutes (Information) or Contacts should appear on the Internet. It was agreed that further development of the site was required for the Internet and this would be agended for future meetings. It was agreed to tap into student views when developing site for the Internet.

#### 5. Additions to the site

**Table changes** – Alison - dietician definition. Judith - additional information for S & L. **Action** *all members to provide additional information for their profession so that each has a full page.*

The fourth Workforce Planning Newsletter has been added on the site along with three new Allied Health Profession Review documents – Podiatry, Dietetics, Orthoptics

6. Developing the site - The following facilities were considered by the group

- Research & Development
- Dissemination of Standards
- Consultation Medium
- Bulletin Board

#### **Any Other Business**

Each group member was tasked to request attending their Regional Managers meeting to profile and demonstrate the Extranet and encourage contribution to all aspects. It was suggested that each member should receive a CD rom of the extranet to aid them with this process Action – Dorothy to request IT produce CD roms.

Dorothy tabled labels with extranet addresses as an idea to promote the AHP home page.

At this point in time it was agreed to develop the four topics highlighted. The new Research and Development Officer for the AHP's is to be invited to the meeting when developing this area.

Dorothy demonstrated some developments and additions to the site. These being:

- **Management Development Programme (MDP)** to support the participants with e learning and the programme. *Acton Keith to expand the name tab.*
- **E Consultation Forum** to capture views and opinions throughout the AHP family. Agreement was reached on the design of this facility.
- **Standard Setting.** The new regulation and inspection authority information and links has been developed (under Information).
- **Bulletin Board.** This has been developed as a flyby on the home page.

The group agreed to adopt all of these initiatives for the site.

The next meeting will be held on Monday 3<sup>rd</sup> November 2003 in Video Conferencing room D2 Castle Buildings.