**Practice Meeting Agenda**

**Meeting Date: Jun 13, 2022**

**OBJECTIVE: To address each agenda item and determine action items for completion.**

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|  | Agenda Item | Responsible | Information (I) Decision Required (D) | Time |
| 1 | **Approval of New Agenda**  **Approval of Previous Meeting Minutes**  **Date(s)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Next Meeting Chair: Mojgan**  **Next Meeting Minute Taker:** | All  All | D  D | 9:30 - 9:55 |
| 2 | **Previous Weeks Birth Review**  **Client Clinical Highlights** | All | I  I | 9:55 - 10:15 |
| 3 | **New Items**   * **Clinic midwife using accuro** * Rogham * Covid expiry * Extra sleep room Key * Referring client to Dr Costa | Jamila  Laurie  Laurie  Laurie  Sara | I/D  I/D | 10:15 - 11:00  11:00 - 11:10 |
|  | **10 MINUTE BREAK (optional/group decision)** |  |  | (**(((TBD)** |
| 4 | **Student Items** |  |  | 11:10 – 11:15 |
| 9 | **Case Review(s)** |  | I/D | 11:15 – 11:30 |
| 10 | **STANDING ITEMS:**   * SHN * TBC * More OB * AOM/CMO * MEP/IMPP | Alex  Alex  Mojgan  Alex  Alex | I/D  I  I  I  I/D | 11:30 – 11:45 |
| 11 | **REMINDERS**   * **BORN Due \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** * **Medication/Supplies Pick-up at Hospital** | All | I | 11:45 – 11:50 |
| 12 | **ANY OTHER BUSINESS (A.O.B)** |  |  | 11:50 – 11:55 |
| 13 | **MEETING CONCLUSION**  **End Time:** | All | D | 11:55 – 12:00 |