**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:** | AllAll | DD | 9:30 - 9:55 |
| 2 | **Previous Weeks Birth Review****Client Clinical Highlights** | All | II | 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/DI/D | 10:15 - 11:0011:00 - 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
 | AlexAlexMojganAlexAlex | I/DIIII/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 |