**Practice Meeting Agenda**

**Meeting Date: April 19, 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:**  **Next Meeting Minute Taker:** | All  All | D  D | 9:30-9:40 |
| 2 | **Previous Weeks Birth Review**  **Client Clinical Highlights** | All | I  I | 9:40-9:50 |
| 3 | **Administrative Team Items**   * **Booking new clients** | Jamila/Vanessa/Monica |  |  |
| 4 | **Deferred Items from Last Meeting**   * **Continue discussion of teams and caseload from June onwards** * **Continue Accuro discussion/questions** |  |  |  |
| 5 | **New Items**   * **Maryam personal announcement** * Masking policy |  |  |  |
|  | **10 MINUTE BREAK (optional/group decision)** |  |  | (**(((TBD)** |
| 6 | **Student Items** |  |  |  |
| 7 | **Covid-19 Updates/Issues** |  |  |  |
| 8 | **Protocol Review** |  | D |  |
| 9 | **Case Review(s)** |  | I |  |
| 10 | **STANDING ITEMS:**   * SHN * TBC * MoreOB * AOM/CMO * MEP/IMPP | Tama  Tama/Alex  Mojgan/Tama  Alex  Alex | I/D  I  I  I  I/D |  |
| 11 | **REMINDERS**   * **BORN Due \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** * **Medication/Supplies Pick-up at Hospital** | All | I |  |
| 12 | **ANY OTHER BUSINESS (A.O.B)** |  |  |  |
| 13 | **MEETING CONCLUSION**  **End Time:** | All | D |  |