

Practice Meeting Agenda

Meeting Date: July 6th 2021

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

	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	11:30-11:40
2	Previous Weeks Birth Review Client Clinical Highlights	All	I I	11:40-11:50
3	Administrative Team <ul style="list-style-type: none"> scheduling/extensions and overflow 	Jamila		
4	Deferred Items from Last Meeting			
5	New Items <ul style="list-style-type: none"> Required clinic hours Prefer method of communication with new admins team Updated clinical record forms from the AOM. As per Midwifery Memo: Sept 29, 2021 Routine Antenatal Physical Assessments Modified work letter requests from clients, modified work letter requests, clients requesting letters vs fitness to work assessment forms. MFM consults 	Maryam Maryam Alex Tama Tama Tama and Alex Tama		
10 MINUTE BREAK (optional/group decision)				(TBD)
6	Student Items <ul style="list-style-type: none"> 			
7	Covid-19 Updates/Issues <ul style="list-style-type: none"> 			
8	Protocol <ul style="list-style-type: none"> 	Freya	D	
9	Case Review(s) <ul style="list-style-type: none"> Team D 	Amanda	I	
10	STANDING ITEMS: <ul style="list-style-type: none"> SHN TBC MoreOB AOM/CMO MEP/IMPP 	Tama Tama/Alex Mojgan/Tama Alex Alex	I/D I I I I/D	
11	REMINDERS	All	I	

Diversity Midwives

	<ul style="list-style-type: none"> ● BORN Due October 18 @10am ● Medication/Supplies Pick-up= TEAM D 			
12	ANY OTHER BUSINESS (A.O.B) <ul style="list-style-type: none"> ● ● 			
13	MEETING CONCLUSION End Time:	All	D	