Wednesday, 30 November 2022

Welcome to the November Manager Bulletin, summarising this month's key actions, talking points, links to further reading, and online material to support your role.

Key actions and talking points

Register to attend Monash Health's AGM and Open Board Meeting set for tomorrow, featuring Ben Crowe

This year's AGM and Open Board Meeting have been set for tomorrow at 2pm, and will feature an interview with leadership mentor and mindset coach, **Ben Crowe***.

Our theme this year is 'Connecting with our purpose as we plan for the future'.

This year's AGM and Open Board Meeting is being held virtually. Please encourage your teams to set aside the time to attend the meeting.

You can register to attend the AGM/Open Board Meeting online.

*Please note, Ben Crowe will also be running a session for all employees in early December as part of our wellbeing offering. Please keep an eye out for details of the masterclass.

Statutory Duty of Candour – what you need to know and how to access the new training module

From today, Victorian health services have a legal obligation to deliver a sincere apology to a patient or their family when they have suffered moderate to serious harm following a serious adverse patient safety event (SAPSE).

Under the new Statutory Duty of Candour (SDC) legislation, clinical incident investigation, reporting and open disclosure will become legal duties rather than policy-driven practices.

You can read more about the Statutory Duty of Candour legislation, our requirements, and how to access the new training module, here.

Workplace inspections reminder – Due 31 December

Workplace inspections are due to be completed by **31 December 2022**.

They are critical to making sure we provide a safe working environment for our people and those we care for. They are also a mandatory component of our health and safety responsibility.

Please take the time to review your open actions in the [OHS (Occupational Health and Safety) Safety Dashboard](#), download the department workplace inspection forms, which are available via Protect, and determine if they are still relevant or if they can be closed.

Review and share the latest OHS safety information

Please [download the OHS safety communications pack](#) for November, containing valuable information on our role and responsibilities to promote a safe working environment. [Print a copy of the poster](#) for display on Monash Health Workplace Health and Safety Noticeboards.

Leadership resources

Leadership Development Hub – Icebreakers

The new **'Icebreakers' Playlist** contains quick, fun activity ideas to help kick-start your next team meeting or workshop. Whether you are meeting virtually or in person, this Playlist contains activities to help people get to know each other, build trust and generate energy before a session begins.

If your session requires team discussion and collaboration, then an icebreaker can help you achieve this more quickly! [Visit the Leadership Development Hub on LATTE](#).

Annual fit tests keep your teams safe

More than 3000 patient-facing employees are overdue for their annual fit test. You can keep your teams safe by reminding them to check their fit test cards to find out when they are due for a refit.

There are bookings available at all sites and repeat tests usually take less than thirty minutes. You can [find out how to book here](#).

Wellbeing

Help support a smoke-free Monash Health – take our short survey

Monash Health is dedicated to providing a smoke-free environment for our employees, volunteers and contractors.

Please encourage your teams to [complete our short 6-minute survey](#) to help determine appropriate services to support our employees who wish to quit or reduce smoking. You can [find out more about the survey here.](#)

Deadline extended for Fitness Passport survey

Encourage your teams to cast their vote in the Fitness Passport survey. Fitness Passport is a discounted workplace health and fitness program that provides unparalleled access to a wide choice of gyms and pools.

Each vote in the survey helps design Monash Health's Fitness Passport program. You can [find out about the benefits of Fitness Passport here](#), and you can cast your vote for the gyms and pools you'd like to be included in our program by taking [this short survey.](#)

Book your team a session with the Be Well program

The Be Well Program is a free and confidential service to support employee and team wellbeing, facilitated by Monash Health's psychologists.

To access the Program, team leaders are encouraged to contact the Be Well Program to discuss their team's needs and to book a session. For further information and resources to support your own and your team's health and wellbeing, visit the Be Well section on our employee wellbeing webpages.

Events

Upcoming events

Join us this afternoon at an all-employee event to hear from award-winning writer, speaker and appearance activist, Carly Findlay, who identifies as a proud disabled woman.

In the lead-up to International Day of People with Disability (IDPwD), Carly will share stories relating to her lived experiences as a consumer in the health system and discuss how we can recognise ableism and manage safe and respectful conversations.

Recent events

The **Victorian Heart Hospital (VHH) will be opening in February 2023**. As a digitally integrated hospital, significant EMR functionality has been added for the VHH.

At our **Manager Briefing on 16 November,** we highlighted how the VHH EMR changes will impact the wider organisation, including key differences and similarities in digital workflows for professional groups. A recording of the session is available here.

We want to hear from you

It's important to us that the Manager Bulletin is a valuable tool in your role as a People Leader at Monash Health. We want to know what you'd to hear more about so please let us know what topics or information you'd like to see covered in the Manager Bulletin, our Manager Briefings or on the Manager website.