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**DEPARTMENT OF HEALTH**  
**DISTRICT OFFICE**

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7 February 1985

Ms S White  
17 Malvern Road  
Mt Albert  
AUCKLAND 3

Dear Ms White

DOMICILIARY MIDWIVES MEETING 31 JANUARY 1985

... Enclosed please find draft notes of the above meeting.

I would be grateful if you would indicate if you consider this to be a fair summary of the meeting and advise of any alterations you feel would be appropriate.

Yours sincerely

(Mrs) D Whitlow  
for MEDICAL OFFICER OF HEALTH

Encl

DOMICILIARY MIDWIVES

A meeting was held at Auckland District Office, Department of Health, Room 310 on Thursday 31 January 1985 at 2pm.

PRESENT: Ms C Petersen (Chairperson, Principal Public Health Nurse, Ak)  
Miss A Nightingale (Principal Nurse, St Helens Hospital)  
Mrs D Whitlow (Secretary)  
Mrs D Cumming (Relief Secretary)  
Ms K Burnside Ms J Donley  
Ms V Muller Ms Y Watson  
Ms H Waugh Ms S White  
Ms C Young

APOLGIES: Miss G McNicoll Ms D Bridge  
Mrs Moffat

Welcome

Ms Petersen opened the meeting and welcomed the midwives.

Minutes

Minutes of the previous meeting were distributed and taken as correct.

Matters Arising from the Minutes

1. Records

Ms Donley queried the delay in the return of obstetric records. The forwarding of these is under action in district office with photocopies of the record being returned to midwives.

No reply has been received from the Auckland Hospital Board regarding storage of obstetric records and this will be followed up by Ms Petersen.

2. Equipment

Discussion was held on disposable equipment. Miss Nightingale had arranged for small items to be made available from St Helens Hospital. The extension of equipment was a policy decision that would have to be made at Hospital Board level as it would involve special funding.

No reply has been received from the Hospital Board concerning a letter sent regarding equipment and Ms Petersen will send a further letter. It was suggested that a letter from the midwives could also be appropriate.

The meeting discussed the possibility of a basic purchase order for disposable equipment being funded by the Department of Health. Ms Petersen will write to Head Office regarding supplies.

### 3. Obstetric Regulations

Ms J Donley sent a submission to the Auckland Hospital Board and discussion was held on this. The midwives felt that midwives were being legislated against.

The strategic plan due out shortly was also commented on by the meeting and Miss Nightingale said the report contained positive recommendations where midwives were employed in hospitals.

Ms Donley also sent a submission to the Minister for Home Help for mothers who chose to have home births. A reply had been received from Dr Bassett not supporting this.

### 4. Linen Reception/Liaison

Ms Watson raised the matter of lack of liaison with staff in the delivery unit when dirty linen was returned. Miss Nightingale suggested Ms Watson make an appointment with the supervisor of the unit, Mrs Fitzgerald.

Mrs Watson will arrange this and discuss the policy of the unit in order to alleviate future problems.

### 5. Antenatal Visit Form - Appendix C

Discussion was held on the paper work and time involved in completing the form. The midwives felt they had a responsible attitude in accepting bookings and this assessment was part of the antenatal care of the patient.

It was decided that the form would be returned to the Principal Public Health Nurse if the midwife perceived difficulty arising in accepting suitable cases. (The patient would be informed by the midwife if not suitable for home delivery).

### 6. Form H581 - Pharmaceutical Order Form

Chemists were refusing to supply some items and the patient was having to pay. There appears to be a different list held by the chemist.

Ms Petersen will discuss the forms with the Health Department's Visiting Pharmacist, also the updating of solutions used by the midwives.

#### (a) Wheat Germ Oil

The midwives wish to have Hirutoid ointment deleted and substituted with Wheat Germ Oil.

### 7. Claims

#### (a) Live-in Claim

Ms Watson who lives at Centrepoint Community, Albany and undertakes delivery and postnatal care of patients also living at the community, questioned the

decision of the district office to refuse payment of living-in rate of \$28.50 daily and pay instead the visiting rate of \$8.50 daily for the above patients.

Mrs Whitlow will send a memo to Head Office for their decision on this.

(b) Enquiries re claims

Midwives are experiencing up to five weeks delay in payment from the Hamilton Regional Benefits Payment Office.

It was explained that the Payment Office were training several new staff and the holiday period, plus the setting up of the new office had resulted in the delays.

Mrs Whitlow is to send a memo to Hamilton requesting that claims received from midwives be given priority as these payments are their sole income.

(c) Differentiating Payments - Patients Services/Milage

Midwives were having difficulty in separating the figure for expenses (milage) for tax purposes from the total payment. Mrs Whitlow will also follow this up with the Hamilton Office.

(d) Simplify Form H555 (claim form)

Ms Y Watson had forwarded a revised form H555 to the Hamilton Office and they have responded favourably to this and have forwarded it to Head Office for comment.

Discussion was held on the need for the patient to sign the form. This was felt unnecessary and Ms Watson will further revise the form.

OTHER BUSINESS

There was no further business.

It was decided to hold the next meeting on THURSDAY 30 MAY 1985 in ROOM 310 BLEDISLOE BUILDING at 1PM.



(Carol Petersen)  
Principal Public Health Nurse  
for MEDICAL OFFICER OF HEALTH