

## SIGN UP FORM

### AGED CARE PALLIATIVE CARE BENCHMARKING GROUP MEMBERSHIP 2009/2010

NAME: \_\_\_\_\_

FACILITY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

MOBILE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

- |                                      |   |
|--------------------------------------|---|
| <input type="checkbox"/> Cash        | <input type="checkbox"/> Registered Nurse Div 1 |
| <input type="checkbox"/> Cheque      | <input type="checkbox"/> Registered Nurse Div 2 |
| <input type="checkbox"/> Money Order | <input type="checkbox"/> PCA                    |
| <input type="checkbox"/> Visa        | <input type="checkbox"/> Manager                |
| <input type="checkbox"/> MasterCard  | <input type="checkbox"/> Other (specify) _____  |

CREDIT CARD NO:

\_\_\_\_\_

Expiry \_\_\_\_/\_\_\_\_

SIGNATURE: \_\_\_\_\_

## VENUE FOR MEETINGS

All meetings will be held at  
Banksia's office:

Address:  
Suite 4, 50 Upper Heidelberg Road  
Ivanhoe 3079

## MEMBERSHIP ENQUIRIES

Manager of Education, Training &  
Quality  
Banksia Palliative Care Service Inc  
Suite 4, 50 Upper Heidelberg Road  
(PO Box 252)  
Ivanhoe Vic 3079

Phone: 03 9497 2100  
Fax: 03 9497 5330  
Email:  
[learningcentre@banksiapalliative.com.au](mailto:learningcentre@banksiapalliative.com.au)

Return Sign Up Form to:

Eva Burns  
Banksia Palliative Care Service  
PO Box 252  
Ivanhoe Vic 3079



## AGED CARE PALLIATIVE CARE BENCHMARKING GROUP

BANKSIA PALLIATIVE  
CARE SERVICE INC



Enrolment Application  
2010 / 2011 Membership

Telephone: 9497 2100

## INTRODUCTION

This group was established in 2006 after a need was identified within the Aged Care Palliative Care Journal Club for a group to specifically focus on opportunities for Benchmarking. This group will explore opportunities for a partnership approach to Aged Care Palliative Care Benchmarking.

The first meeting will focus on an agreed annual plan of activities.

This group is offered by Banksia Palliative Care Service Inc. to Aged Care Facilities across Victoria.

## TERMS OF REFERENCE

### 1. Aims of the Benchmarking Group

The group meet together 3 times a year with the aim of:

- Seeking opportunities to benchmark across facilities in relation to aged care & palliative care issues
- Providing a forum for members to discuss improving performance activities in palliative care.
- Stimulating discussion and reflection on palliative care practice issues.

### 2. Membership

Membership is open to all nurses working in Aged Care Facilities across Victoria who are committed to exploring opportunities to benchmark in relation to aged care palliative care issues.

### 3. Secretary

**Secretary** Manager of Education, Training & Quality, Banksia Palliative Care Service Inc.

### 4. Frequency

A minimum of 3 meetings per year.  
Meeting dates to be advised at enrolment.

### 5. Permanent Agenda Items

Attendance and Apologies

Previous Minutes

1. Information Sharing
2. Potential Benchmarking opportunities
3. Any Other Business
4. Date of Next Meeting

### 6. RSVP

At least 7 working days prior to each meeting date

### 7. Costs

**\$34 (incl GST) per financial year**

A fee of \$34 is payable at the start of each financial year to cover administration costs **excluding teleconferencing.**

#### **Please note:**

Teleconferencing should be arranged by the **member's facility.**

Telstra Costs for Teleconferencing:

Telstra Call Out set up fee (per link)  
Domestic \$6.00 plus \$0.60 gst (total \$6.60)

Domestic Freecall  
\$0.70 plus \$0.07 gst (total \$0.77)

Please note these costs were current at printing of this brochure.  
Please contact Telstra on 1800 011 080 if you have any queries or wish to confirm costs.