**Case conference minutes**

**Agenda: Case conference for** [insert name and D.O.B.]

**Date and time:**

**Minutes taken by:**

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| ***Welcome.******We acknowledge the traditional owners of this land that we meet on. We pay our respects to Elders past and present and any Elders who are meeting with us today.*** |
| 1. Attendees: |
| 1. Apologies: |
| 1. Introduction and welcome from: |
| **For information and discussion** |
| 1. Speciality updates 2. Transition planning 3. Action plan and next steps 4. Other business 5. Review action items 6. Next meeting: proposed next case conference in |
| **Close** |

| **Speciality** | **Transition plan/adult team** |
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| **Allied health** |  |
| **Cardiology** |  |
| **Dysphagia** |  |
| **Endocrinology** |  |
| **Gastroenterology** |  |
| **General medicine** |  |
| **General practitioner, primary care** |  |
| **NDIS** |  |
| **Neurology** |  |
| **Orthopaedics** |  |
| **Pain and  palliative care** |  |
| **Pharmacy** |  |
| **Rehabilitation** |  |
| **Respiratory/sleep** |  |
| **Stomal** |  |
| **TPN** |  |

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| Other notes: |
| Actions: |
| Post case conference notes: |