

EXHIBIT 271F

**From:** Vanessa Clayworth  
**Sent:** 11 Sep 2013 17:46:39 +1000  
**Cc:** Thomas Pettet  
**Subject:** Meeting with doctors  
**Attachments:** Visual Observation v1.pdf

BAC Staff,

I met with Dr Anne Brennan and Dr Elizabeth Koen, Will Brennan, Pdraig McGrath and Dr Tom Pettet today and had discussions re the management of the adolescents.

**Outcome of the meeting:**

- Review nursing staff numbers on the evening shift Monday to Thursday (await further information)
- Cessation of High Acuity/5 minute observations; when adolescents have been managed on Continuous Observations and have been reviewed and been placed on 15 minute observations a staff member is to be allocated to spend 1:1 therapeutic supportive time with given adolescent and identified increased risk times; example 1930-2000 hours, 2100-2130 hours.
- Discussion re Continuous Observation Policy: Nursing staff are to please read document (attached) and to print out and sign and leave copy on my desk that they have read and understood document. If staff have questions re same please either see me in person or email me.
- Increased Community Access (Allied Health and Nursing Staff).

I will meet with Dr Anne Brennan and Dr Elizabeth Koen tomorrow and go through the adolescents Management Plans/ Care Review Summary Notes and Admission Information.

Dr Anne Brennan and Dr Elizabeth Koen are meeting with the adolescents at 10am in the morning to discuss further with the adolescent what their needs are.

Dr Anne Brennan and Dr Elizabeth Koen would like to meet with nursing staff at 1445 hours Thursday afternoon (backfill will be provided by CSO with thanks while meeting is taking place).

Thank you for your time,

Vanessa.