

# Victorian Forensic Paediatric Medical Service

## Clinical Leaders Network

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### Child Abuse Liaison Meetings (C.A.L.M.)

As indicated in the 'Vulnerable babies, children and young people at risk of harm: Best practice framework for acute health services' audit tool (vulnerable children program evaluation tool page 74-75, item 33), every acute health service is evaluated as to whether they hold quarterly interagency meetings. The audit tool must be completed by each health service and forwarded annually to DHS.

In short, this means that each hospital should invite local Child Protection managers, Victoria Police SOCA unit managers and local community leaders to join with managers of Paediatric units, Emergency Departments, social work and other relevant health services to meet and discuss local matters that impact on the evaluation and care of vulnerable children in your community.

A suggested invitation list – as a starting point.

- Regional Managers Child Protection (all regions that refer to your health service)
- Sgt SOCA unit (all regions that refer to your health service)
- Managers community agencies involved with vulnerable children
- Indigenous leader
- Head, Paediatric Unit
- Nurse Unit Manager, Paediatric Unit
- Manager, Emergency Dept
- Head, Social Work Dept.
- Manager, Neonatal and Maternity services
- Manager, CAMHS

You might like to start the process by assigning the task of chairing the meetings to the Clinical Leader, with the expectation that this position will be rotated.

The hospital might provide a suitable venue. (Morning tea is always appreciated!)

Minutes of the meetings should be sent to all members of the committee (and you might wish to include 'corresponding members' who are sent minutes but who do not actually attend the meetings).

The initial tasks of the liaison committee are to:

- Determine membership (who are the relevant people/organizations?)
- Define terms of reference
- Housekeeping (agree on venue, secretariat, chair)

Attached is a suggested format for minutes (including an action list) that you might wish to modify to suit [Appendix 1](#).