



Hon Jill Hennessy MP

Minister for Health
Minister for Ambulance Services

GPO Box 4057
Melbourne Victoria 3001
Telephone: +61 3 9096 8561
www.dhhs.vic.gov.au
DX: 210081

e4200619

Kym Peake
Secretary
Department of Health and Human Services
50 Lonsdale Street
MELBOURNE VIC 3000

Dear Secretary

MINISTERIAL STATEMENT OF EXPECTATIONS – PRIVATE HOSPITALS BRANCH

I am pleased to provide you with my Statement of Expectations for the Department of Health and Human Services' Private Hospitals Branch, which is the regulator for private hospitals and day procedure centres and non-emergency patient transport in Victoria. This Statement of Expectations applies for the period 1 July 2016 to 30 June 2017, or until otherwise amended.

As Minister for Health I administer a range of Acts and regulations designed to promote wellbeing and to protect the health of the Victorian community. In relation to private hospitals, day procedure centres and non-emergency patient transport, the key objective of the relevant Acts and Regulations are to ensure patient safety is effectively promoted and practised through appropriate compliance. Developing effective, efficient and proportionate regulation must be informed by these imperatives.

Improving the Administration and Enforcement of Regulation

This Statement of Expectations sets out my expectations in relation to the Private Hospitals Branch's contribution to the Victorian Government's Regulation Reform Program to reduce red tape and improve regulatory practices. The Statement of Expectations outlines key governance and performance objectives and targets aimed at promoting greater efficiency and effectiveness in the administration and enforcement of regulation.

This Statement of Expectations replaces the previous Statement of Expectations that was in place for the period 2014-15 and 2015-16.

Improvements

Based on consultation between the department and the Private Hospitals Branch, I have identified key areas of governance and operational performance where there are opportunities for the Branch to improve the level of engagement and consultation with stakeholders and reduce regulatory burden. These improvements are enclosed.

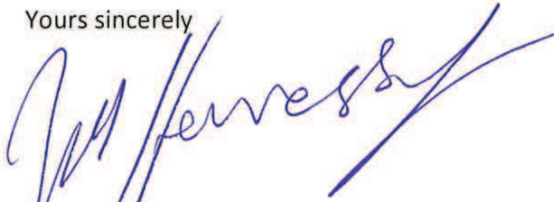
Reporting

Once this correspondence is received, I expect that the enclosed Statement of Expectations performance improvements, and the department's proposed response to these, will be incorporated into the Private Hospital's Business Plan, and published on the department's website.

Reporting on your progress to achieve these Statement of Expectations performance targets should be undertaken shortly after the conclusion of the 2016-17 financial year, on the department's website.

I look forward to the Private Hospitals Branch working continuously towards achieving best practice in the administration and enforcement of regulation.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Jill Hennessy', with a long, sweeping flourish extending to the right.

Hon Jill Hennessy MP
Minister for Health
Minister for Ambulance Services

23/6/2016

Encl. Ministerial Statement of Expectations: Improvements for the Private Hospitals Branch

Ministerial Statement of Expectations - Improvements for the Private Hospitals Branch

Based on consultation between the department and the Private Hospitals Branch, I have identified some key areas of governance and operational performance where there are opportunities for the Branch to improve our level of engagement and consultation with stakeholders and reduce regulatory burden. The Private Hospitals Branch is expected to identify activities it will undertake to achieve the following performance improvements:

- Improve efficiency and effectiveness of the licensed non-emergency patient transport sector through implementing new regulations, which commenced on 20 April 2016. The new regulations aim to reduce restrictions for providers of non-emergency patient transport, for example by expanding the range of health practitioners qualified to clinically assess whether particular patients can be safely transported by non-emergency vehicles; this gives providers opportunities to increase efficiency and potentially gain access to greater volumes of patients requiring non-emergency transport.
- Enhancing regulatory compliance for existing non-emergency patient transport providers – many of who are small businesses – through introducing a risk-based regulatory framework. The framework establishes a structured approach to identifying risk, for example, identifying where providers' processes may not be sufficient to adequately support patient safety. The framework aims to ensure unnecessary inspections within the non-emergency patient transport sector are eliminated, so that resources are directed towards the areas of identified risk.
- Facilitating improved collaboration and better engagement with private hospital and non-emergency patient transport stakeholders through targeted engagement strategies, such as information and discussion forums, email notifications and website links to relevant information about specific regulatory and compliance issues; for example providing information for non-emergency providers about how to develop their quality assurance plans to comply with requirements under the new non-emergency patient transport regulations.
- Reducing regulatory burden through the development of a more streamlined online application and renewals process for registrations issued to private hospitals, day procedure centres and non-emergency patient transport providers. This may involve the use of pre-populated smart forms, where applicants and renewing providers will have less information to complete. Many of these stakeholders are small businesses.

In developing actions to achieve these improvements and targets, the Private Hospitals Branch is expected to consult with business and the broader community as appropriate.