



Secretary

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Hon Jill Hennessy MP  
Minister for Health  
Minister for Ambulance Services  
Level 22, 50 Lonsdale Street  
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Dear Minister

**2016-17 Ministerial Statements of Expectations: regulatory areas within the health portfolio**

Thank you for providing me with your Ministerial Statement of Expectations letters for the department's nine regulatory areas within your health portfolio, for the period 1 July 2016 to 30 June 2017. I am pleased to provide you with the attached department action plans in response to your Ministerial Statements that outline actions the department will undertake to give effect to your expectations.

Common themes in the department's action plans include engaging with industry, unions and local government to effectively communicate Victorian Government initiatives, such as smoking bans in outdoor dining areas and kilojoule labelling laws, improving regulatory areas' risk management practices, and reducing unnecessary regulatory burden for regulated organisations.

Your Ministerial Statements and the department's action plans will form part of relevant regulatory areas' work plans and will also be published on the department's website. The department's progress in undertaking the actions outlined in the action plans will be publicly reported on shortly after the conclusion of the 2016-17 financial year.

I look forward to working with you to continue to further improve the performance of the department's regulators.

Yours sincerely

  
Kym Peake  
Secretary  
22/8/2016

Encl. (9) 2016-17 Ministerial Statements of Expectations: health portfolio regulator action plans

# Ministerial Statement of Expectations: regulator action plan 2016-17

## Communicable Disease Prevention and Control Unit

The table below details the Department of Health and Human Services' Communicable Disease Prevention and Control Unit's plan to meet the performance improvement expectations outlined in the Communicable Disease Prevention and Control Unit's Ministerial Statement of Expectations 2016-17.

Performance Improvement	Actions	Performance Targets
<p>Explore potential benefits as well as undertake a risk analysis in relation to options for moving from a dual notification system – where doctors and pathology services are required to report certain notifiable conditions to the department – to a single notification system – where only pathology services would be required to report certain notifiable conditions to the department.</p> <ul style="list-style-type: none"> <li>Options for moving from a dual notification system should be assessed on the basis of ensuring that they would not compromise the department's capacity to monitor and respond effectively to notifications of certain diseases and medical conditions.</li> </ul>	<p>Undertake a risk analysis of notifiable conditions prescribed in the Public Health and Wellbeing Regulations 2009 to identify conditions where the requirement for doctor notification could be removed without compromising the public health outcome.</p>	<p>Complete risk analysis by June 2017.</p>
<p>Fully implement changes to streamline the registration system for hairdressing and low risk beauty therapy businesses. The vast majority of these businesses are small businesses and this initiative will mean that approximately 4,000 hairdressing and low risk beauty therapy businesses will no longer be required to register their business annually with their local council. Instead, these businesses can move to an on-going registration system, whereby they register their business premises once over the life of the business. This reform will be fully implemented by 1 January</p>	<ol style="list-style-type: none"> <li>Work with councils to develop an information bulletin for council enforcement officers, outlining the changes to registration arrangements for hairdressing and low risk beauty therapy businesses.</li> <li>Work with councils to develop and distribute a sample registration certificate for hairdressers and low risk beauty therapy businesses.</li> <li>Develop an information bulletin for business outlining the changes to registration arrangements for hairdressing and low risk beauty therapy</li> </ol>	<ol style="list-style-type: none"> <li>Develop bulletin by October 2016. Distribute bulletin to councils by November 2016.</li> <li>Develop and distribute sample certificate to councils by July 2016.</li> <li>Develop bulletin by October 2016. Upload bulletin on web and distribute bulletin to councils to distribute to businesses, by November 2016.</li> </ol>

Performance Improvement	Actions	Performance Targets
2017.	businesses, in consultation with the peak body representing hairdressing and low risk beauty therapy businesses.	