

Our reference: **CHSFOI22-23.02**

[REDACTED]

Dear [REDACTED]

DECISION ON YOUR ACCESS APPLICATION

I refer to your application under section 30 of the *Freedom of Information Act 2016* (FOI Act), received by Canberra Health Services (CHS) on **Monday 8 August 2022**.

This application requested access to:

'The subject line of all final ministerial briefs from 10th of May 2022 to 10th of June 2022 generated for or directed to any ACT Government Minister.

This request includes, wherever possible, the date of the brief, the internal reference, position of authority it was written by, and which Minister it was addressed to.

This request includes briefs prepared for Question Time, but not for Estimates or Annual Reports'

I am an Information Officer appointed by the Chief Executive Officer of CHS under section 18 of the FOI Act to deal with access applications made under Part 5 of the Act. CHS was required to provide a decision on your access application by **Monday 5 September 2022**.

The information has been extracted into one document holding the information within the scope of your access application. The document was created for the purpose of your request and captures information sourced from HPE Content Manager (Record Management System).

Decisions on access

I have decided to grant partial access to the one document.

My access decisions are detailed further in the following statement of reasons and the documents released to you are provided as [Attachment A](#) to this letter.

In reaching my access decision, I have taken the following into account:

- The FOI Act
- The contents of the documents that fall within the scope of your request
- The views of relevant third parties, and
- The *Human Rights Act 2004*.

Partial Access

Redactions have been made to information that I consider, on balance, to be contrary to the public interest to disclose under the test set out in section 17 of the Act, as the information contained in this folio is partially comprised of personal information.

Public Interest Factors Favouring Disclosure

The following factors were considered relevant in favour of the disclosure of the documents:

- Schedule 2, 2.1(a)(i) promote open discussion of public affairs and enhance the government's accountability, and
- Schedule 2, 2.1(a)(ii) contribute to positive and informed debate on important issues or matters of public interest.

Public Interest Factors Favouring Non-Disclosure

The following factors were considered relevant in favour of the non-disclosure of the documents:

- Schedule 2, Schedule 2.2 (a)(ii) prejudice the protection of an individual's right to privacy or any other right under the Human Rights Act 2004.

On balance, the factors favouring disclosure did not outweigh the factor favouring non-disclosure as the redacted information contains names of non-ACT government employees. Therefore, I determined the information identified is contrary to the public interest and I have decided not to disclose this information.

Charges

Processing charges are not applicable to this request.

Disclosure Log

Under section 28 of the FOI Act, CHS maintains an online record of access applications called a disclosure log. The scope of your access application, my decision and documents released to you will be published in the disclosure log not less than three days but not more than 10 days after the date of this decision. Your personal contact details will not be published.

<https://www.health.act.gov.au/about-our-health-system/freedom-information/disclosure-log>.

Ombudsman review

My decision on your access request is a reviewable decision as identified in Schedule 3 of the FOI Act. You have the right to seek Ombudsman review of this outcome under section 73 of the Act within 20 working days from the day that my decision is published in ACT Health's disclosure log, or a longer period allowed by the Ombudsman.

If you wish to request a review of my decision you may write to the Ombudsman at:

The ACT Ombudsman
GPO Box 442
CANBERRA ACT 2601
Via email: ACTFOI@ombudsman.gov.au
Website: ombudsman.act.gov.au

ACT Civil and Administrative Tribunal (ACAT) review

Under section 84 of the Act, if a decision is made under section 82(1) on an Ombudsman review, you may apply to the ACAT for review of the Ombudsman decision. Further information may be obtained from the ACAT at:

ACT Civil and Administrative Tribunal
Level 4, 1 Moore St
GPO Box 370
Canberra City ACT 2601
Telephone: (02) 6207 1740
<http://www.acat.act.gov.au/>

Further assistance

Should you have any queries in relation to your request, please do not hesitate to contact the FOI Coordinator on (02) 5124 9831 or email HealthFOI@act.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to be 'JS' or similar initials, written in a cursive style.

Josephine Smith
Executive Branch Manager
Strategy and Governance

19 August 2022

Record Number	Title	Position of authority it was written	Date of Brief	Which Minister addressed to
MCHS22/245	GOVERNMENT & STAKEHOLDER RELATIONS - Government & Assembly Matters - Letter - Minister for Health - National Blood Arrangements - National Supply Plan and Budget for 2022-23 - Hon Dr David Gillespie	Executive Director - Medical Services	13 May 2022	Minister for Health
MCHS22/271	RECORDS & INFORMATION MANAGEMENT - Advice (N) - Initiated Brief: (Minister for Health) Freedom of Information (FOI) Application from ██████████ re Documents relating to CHS Cardiology & ICU Reviews, and Riskmans Lodged (CHSFOI-21-22.27-30)	Executive Director - People and Culture	31 May 2022	Minister for Health
MCHS22/272	RECORDS & INFORMATION MANAGEMENT - Advice (N) - Initiated Brief: (Minister for Health) Freedom of Information (FOI) Application from ██████████ re Financial documents regarding the Supply of COVID supplies	Chief Finance Officer	19 May 2022	Minister for Health
MCHS22/273	RECORDS & INFORMATION MANAGEMENT - Advice (N) - Initiated Brief: (Minister for Health) Freedom of Information (FOI) Application from ██████████ re Subject Line of all final ministerial briefs (CHSFOI 21-22.27-32)	Deputy Chief Executive	18 May 2022	Minister for Health
MCHS22/284	PATIENT SERVICES ADMINISTRATION - Service Delivery - Minister for Health - Email - Women's Cancer in the ACT - Senator Katy Gallagher	Chief Operating Officer	26 May 2022	Minister for Health
MCHS22/303	PATIENT SERVICES ADMINISTRATION - Service Delivery - Email - Minister for Health - Complaint - Inadequate care/breach of duty of care Canberra Hospital relating to care of elderly mother - ██████████	Chief Operating Officer	26 May 2022	Minister for Health
MCHS22/309	PATIENT SERVICES ADMINISTRATION - Service Delivery - Request for Advice - Minister for Health - Advisory Note - Imaging Costs for Patients	Executive Director - Medical Services	13 May 2022	Minister for Health
MCHS22/310	GOVERNMENT & STAKEHOLDER RELATIONS - Government & Assembly Matters - Initiated Brief: (Minister for Health) - Canberra Health Services Weekly Brief (9 to 13 May 2022)	Deputy Chief Executive	13 May 2022	Minister for Health
MCHS22/315	RECORDS & INFORMATION MANAGEMENT - Advice (N) - Initiated Brief: (Minister for Health) Freedom of Information (FOI) Application from ██████████ re Subject Line Information regarding the position of VMO Psychiatrist (CHSFOI 21-22.34)	Chief Operating Officer	9 June 2022	Minister for Health
MCHS22/320	GOVERNMENT & STAKEHOLDER RELATIONS - Government & Assembly Matters - Initiated Brief: (Minster for Health) Diabetes in Schools Program Update (9 May 2022)	Chief Operating Officer	2 June 2022	Minister for Health
MCHS22/321	GOVERNMENT & STAKEHOLDER RELATIONS - Government & Assembly Matters - Initiated Brief: (Minister for Health) New Health Hubs – preferred site locations	Deputy Chief Executive	25 May 2022	Minister for Health
MCHS22/325	GOVERNMENT & STAKEHOLDER RELATIONS - Government & Assembly Matters - Initiated Brief: (Minister for Health) - Canberra Health Services Weekly Brief (16 to 20 May 2022)	Deputy Chief Executive	23 May 2022	Minister for Health
MCHS22/330	PROPERTY EQUIPMENT & FLEET - Construction (N) - Capital works - Request for Advice - Minister for Health - Work with National Capital Private on Canberra Hospital Expansion	Executive Director - IHSS	8 June 2022	Minister for Health
MCHS22/342	GOVERNMENT & STAKEHOLDER RELATIONS - Government & Assembly Matters - Initiated Brief: (Minister for Health) - Canberra Health Services Weekly Brief (23 to 27 May 2022)	Deputy Chief Executive	25 May 2022	Minister for Health
MCHS22/346	PATIENT SERVICES ADMINISTRATION - Service Delivery - Request for Advice - Minister for Health - Planning Activities to Address Workforce Issues	Chief Executive Officer	6 June 2022	Minister for Health
MCHS22/348	PATIENT SERVICES ADMINISTRATION - Service Delivery - Minister for Health - Advisory Note - Forward Plan to Manage Flu and COVID During Winter	Chief Operating Officer	26 May 2022	Minister for Health
MCHS22/349	PATIENT SERVICES ADMINISTRATION - Service Delivery - Minister for Health - Advisory Note - Overview of COVID Reporting Numbers	Chief Operating Officer	26 May 2022	Minister for Health
MCHS22/357	GOVERNMENT & STAKEHOLDER RELATIONS - Government & Assembly Matters - Email - Minister for Health - Complaint from ██████████ re care from Canberra Health Services and inability to have assistance dogs while a patient	Chief Operating Officer	2 June 2022	Minister for Health
MCHS22/371	GOVERNMENT & STAKEHOLDER RELATIONS - Government & Assembly Matters - Initiated Brief: (Minister for Health) - Canberra Health Services Weekly Brief (30 May to 3 June 2022)	Deputy Chief Executive	3 June 2022	Minister for Health
MCHS22/385	GOVERNMENT & STAKEHOLDER RELATIONS - Government & Assembly Matters - Initiated Brief: (Minister for Health) - Canberra Health Services Weekly Brief (6 to 10 June 2022)	Deputy Chief Executive	9 June 2022	Minister for Health
MCHS22/403	GOVERNMENT & STAKEHOLDER RELATIONS - Government & Assembly Matters - Initiated Brief: (Minister for Health) Treat and Go Service	Chief Operating Officer	9 June 2022	Minister for Health

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MCHS22/274	RECORDS & INFORMATION MANAGEMENT - Advice (N) - Initiated Brief: (Minister for Mental Health) Freedom of Information (FOI) Application from ██████████ re Subject Line of all final ministerial briefs (CHSFOI 21-22.27-32)	Deputy Chief Executive	18 May 2022	Minister for Mental Health
MCHS22/311	GOVERNMENT & STAKEHOLDER RELATIONS - Government & Assembly Matters - Initiated Brief: (Minister for Mental Health) - Canberra Health Services Weekly Brief (9 to 13 May 2022)	Deputy Chief Executive	19 May 2022	Minister for Mental Health
MCHS22/316	RECORDS & INFORMATION MANAGEMENT - Advice (N) - Initiated Brief: (Minister for Mental Health) Freedom of Information (FOI) Application from ██████████ re Subject Line Information regarding the position of VMO Psychiatrist (CHSFOI 21-22.34)	Chief Operating Officer	9 June 2022	Minister for Mental Health
MCHS22/326	GOVERNMENT & STAKEHOLDER RELATIONS - Government & Assembly Matters - Initiated Brief: (Minister for Mental Health) - Canberra Health Services Weekly Brief (16 to 20 May 2022)	Deputy Chief Executive	25 May 2022	Minister for Mental Health
MCHS22/343	GOVERNMENT & STAKEHOLDER RELATIONS - Government & Assembly Matters - Initiated Brief: (Minister for Mental Health) - Canberra Health Services Weekly Brief (23 to 27 May 2022)	Deputy Chief Executive	25 May 2022	Minister for Mental Health
MCHS22/356	GOVERNMENT & STAKEHOLDER RELATIONS - Government & Assembly Matters - Initiated Brief: (Minister for Mental Health) Dhulwa Mental Health Unit Independent Inquiry - Chair	Chief Operating Officer	27 May 2022	Minister for Mental Health
MCHS22/372	GOVERNMENT & STAKEHOLDER RELATIONS - Government & Assembly Matters - Initiated Brief: (Minister for Mental Health) - Canberra Health Services Weekly Brief (30 May to 3 June 2022)	Deputy Chief Executive	3 June 2022	Minister for Mental Health
MCHS22/386	GOVERNMENT & STAKEHOLDER RELATIONS - Government & Assembly Matters - Initiated Brief: (Minister for Mental Health) - Canberra Health Services Weekly Brief (6 to 10 June 2022)	Deputy Chief Executive	9 June 2022	Minister for Mental Health