



Dear 

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 Thursday 9 March 2023 and rescoped on **Thursday 23 March 2023**.

This application requested access to:

'Under the Freedom of Information Act, I wish to be supplied with all:

- briefings or correspondence between the Health Minister and her office, and Canberra Health Services and/or the ACT Health Directorate, regarding the use options, including surge capacity for the Emergency Department, of the Garran Surge Centre, in addition to a vaccination, testing and COVID walk-in centre during the period of the Covid Public Health (Emergency) Declaration.*
- internal documents examining alternative options for the Garran Surge Centre, other than a vaccination, testing and COVID walk-in centre. This should include if the Garran Surge centre should be repurposed following the October 2021 review by Barmco, Mana, McMurray.*
- documents relating to the reasons to commission the October 2021 review.*
- documents outlining the need to establish, and the cost of establishing and running, the waiting tent for Covid patients outside The Canberra Hospital and any reviews the operations of this waiting tent.'*

I am an Information Officer appointed by the Chief Executive Officer of Canberra Health Services (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 **Tuesday 16 May 2023**.

I have identified 27 documents holding the information within scope of your access application. These are outlined in the schedule of documents included at Attachment A to this decision letter.

Decisions

I have decided to:

- grant full access to three documents;
- grant partial access to 22 documents; and
- refuse access to two documents.

My access decisions are detailed further in the following statement of reasons and the documents released to you are provided as Attachment B 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*.

Full Access

I have decided to grant full access to the information in scope of your application within three documents at references 3-5.

Refuse Access

I have decided to refuse access to two documents at references 22 and 24. The documents are wholly comprised of information classified as Cabinet information, and under Schedule 1.6 (1) Cabinet Information, it is taken to be contrary to the public interest to release. Schedule 1.6 (1)(d) the disclosure of which would reveal any deliberation of Cabinet (other than through the official publication of a Cabinet decision).

Partial Access

I have decided to grant partial access to 22 documents that contains 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.

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;
- Schedule 2, 2.1(a)(ii) contribute to positive and informed debate on important issues or matters of public interest;
- Schedule 2, 2.1(a)(iv) ensure effective oversight of expenditure of public funds; and
- Schedule 2, 2.1(a)(viii) reveal the reason for a government decision and any background or contextual information that informed the decision.

Public Interest Factors Favouring Non-Disclosure

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

- Schedule 2, 2.2 (a)(ii) prejudice the protection of an individual's right to privacy or any other right under the Human Rights Act 2004;
- Schedule 2, Schedule 2.2 (a)(xi) prejudice trade secrets, business affairs or research of an agency or person; and
- Schedule 2, Schedule 2.2 (a)(xiii) prejudice the competitive commercial activities of an agency.

Documents at references 1-2, 6-21, 23 and 25-27 is partially comprised of information that is both ACT Government and non-ACT Government employee's personal information.

Documents at references 1, 7-8, 10-12 and 14-20 are also partially comprised of information that is the business affairs and competitive commercial activities of a non-Government entity.

On balance, the factors favouring disclosure were outweighed by the factors favouring non-disclosure as the redacted information is personal information, the business affairs and commercial activities of a non-Government entity. 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 'Janet Zagari', written over a horizontal line.

Janet Zagari

Deputy Chief Executive Officer
Canberra Health Services'

15 May 2023




FREEDOM OF INFORMATION SCHEDULE OF DOCUMENTS

Please be aware that under the *Freedom of Information Act 2016*, some of the information provided to you will be released to the public through the ACT Government's Open Access Scheme. The Open Access release status column of the table below indicates what documents are intended for release online through open access.

Personal information or business affairs information will not be made available under this policy. If you think the content of your request would contain such information, please inform the contact officer immediately.

Information about what is published on open access is available online at: <http://www.health.act.gov.au/public-information/consumers/freedom-information>

APPLICANT NAME	WHAT ARE THE PARAMETERS OF THE REQUEST	FILE NUMBER
	<p><i>'Under the Freedom of Information Act, I wish to be supplied with all:</i></p> <ul style="list-style-type: none"><i>• briefings or correspondence between the Health Minister and her office, and Canberra Health Services and/or the ACT Health Directorate, regarding the use options, including surge capacity for the Emergency Department, of the Garran Surge Centre, in addition to a vaccination, testing and COVID walk-in centre during the period of the Covid Public Health (Emergency) Declaration.</i><i>• internal documents examining alternative options for the Garran Surge Centre, other than a vaccination, testing and COVID walk-in centre. This should include if the Garran Surge centre should be repurposed following the October 2021 review by Barmco, Mana, McMurray.</i><i>• documents relating to the reasons to commission the October 2021 review.</i><i>• documents outlining the need to establish, and the cost of establishing and running, the waiting tent for Covid patients outside The Canberra Hospital and any reviews the operations of this waiting tent.'</i>	<p>CHSFOI22-23.49</p>

Ref Number	Page Number	Description	Date	Status Decision	Factor	Open Access release status
1.	1 – 9	Brief – MCHS20/136 Ministerial Brief to Minister for Health – Aspen Medical surge proposal *Attachment A included – Indicative quote from Aspen Medical *Attachment B included – Letter to the Treasurer	27 March 2020	Partial Release	Schedule 2, 2.2(a)(ii) Privacy, Schedule 2, 2.2(a)(xi) Business Affairs & Schedule 2, 2.2(a)(xiii) commercial	YES
2.	10 – 14	Brief – MCHS20/334 Ministerial Brief to Minister for Health – Freedom of Information application from – Internal correspondence about pop-up ED *Attachment A not included as publically accessible – CHS Response *Attachment B included – Talking Points	11 September 2020	Partial Release	Schedule 2, 2.2(a)(ii) Privacy	YES
3.	15	Email – Re: ED Surge Capacity	29 December 2021	Full Release		YES
4.	16	Document – COVID: ED Screening	December 2021	Full Release		YES
5.	17 – 40	Document – COVID-19 PLAN Omicron Amendments	January 2022	Full Release		YES
6.	41 – 48	Email – RE: triage covid tent in ED	17 February 2022	Partial Release	Schedule 2, 2.2(a)(ii) Privacy	YES
7.	49	Invoice 78529	07 March 2022	Partial Release	Schedule 2, 2.2(a)(ii) Privacy, Schedule 2, 2.2(a)(xi) Business Affairs & Schedule 2, 2.2(a)(xiii) commercial	YES
8.	50	Invoice 78530	14 March 2022	Partial Release	Schedule 2, 2.2(a)(ii) Privacy, Schedule 2, 2.2(a)(xi) Business Affairs & Schedule 2, 2.2(a)(xiii) commercial	YES

9.	51 – 52	Email – RE: Tent outside ED	15 March 2022	Partial Release	Schedule 2, 2.2(a)(ii) Privacy	YES
10.	53	Invoice 78528	21 March 2022	Partial Release	Schedule 2, 2.2(a)(ii) Privacy, Schedule 2, 2.2(a)(xi) Business Affairs & Schedule 2, 2.2(a)(xiii) commercial	YES
11.	54	Invoice 78531	28 March 2022	Partial Release	Schedule 2, 2.2(a)(ii) Privacy, Schedule 2, 2.2(a)(xi) Business Affairs & Schedule 2, 2.2(a)(xiii) commercial	YES
12.	55	Invoice 78579	04 April 2022	Partial Release	Schedule 2, 2.2(a)(ii) Privacy, Schedule 2, 2.2(a)(xi) Business Affairs & Schedule 2, 2.2(a)(xiii) commercial	YES
13.	56 – 57	Email – RE: heating for the ED tent	08 April 2022	Partial Release	Schedule 2, 2.2(a)(ii) Privacy	YES
14.	58	Invoice 78580	11 April 2022	Partial Release	Schedule 2, 2.2(a)(ii) Privacy, Schedule 2, 2.2(a)(xi) Business Affairs & Schedule 2, 2.2(a)(xiii) commercial	YES
15.	59	Invoice 78581	18 April 2022	Partial Release	Schedule 2, 2.2(a)(ii) Privacy, Schedule 2, 2.2(a)(xi) Business Affairs & Schedule 2, 2.2(a)(xiii) commercial	YES
16.	60	Invoice 78582	25 April 2022	Partial Release	Schedule 2, 2.2(a)(ii) Privacy, Schedule 2, 2.2(a)(xi) Business Affairs & Schedule 2, 2.2(a)(xiii) commercial	YES
17.	61	Invoice 78583	02 May 2022	Partial Release	Schedule 2, 2.2(a)(ii) Privacy, Schedule 2, 2.2(a)(xi)	YES

					Business Affairs & Schedule 2, 2.2(a)(xiii) commercial	
18.	62	Invoice 78584	09 May 2022	Partial Release	Schedule 2, 2.2(a)(ii) Privacy, Schedule 2, 2.2(a)(xi) Business Affairs & Schedule 2, 2.2(a)(xiii) commercial	YES
19.	63	Invoice 78585	16 May 2022	Partial Release	Schedule 2, 2.2(a)(ii) Privacy, Schedule 2, 2.2(a)(xi) Business Affairs & Schedule 2, 2.2(a)(xiii) commercial	YES
20.	64	Invoice 78586	23 May 2022	Partial Release	Schedule 2, 2.2(a)(ii) Privacy, Schedule 2, 2.2(a)(xi) Business Affairs & Schedule 2, 2.2(a)(xiii) commercial	YES
21.	65 – 67	Email – RE: Air conditioning * Attachment included: Email – Removal of tent at ED triage	08 June 2022	Partial Release	Schedule 2, 2.2(a)(ii) Privacy	YES
22.	68 – 73	Brief – MCHS22/828 Ministerial Brief to Minister for Health – Garran Surge Centre Decommissioning Discussions *Attachment A included	21 October 2022	Refuse Release	Schedule 1.6 Cabinet	NO
23.	74 – 76	Email – FW: Removal of tent at ED triage	31 October 2022	Partial Release	Schedule 2, 2.2(a)(ii) Privacy	YES
24.	77 – 91	2022-23 Budget – Business Case – GBCHS22/320 CHS E02 Garran Surge Centre Decommissioning	2022	Refuse Release	Schedule 1.6 Cabinet	NO
25.	92 – 94	Email – MCHS23/119 FW: Surge Centre Converted into Accommodation at Stromlo Forest Park – Upcycling at its best	23 February 2023	Partial Release	Schedule 2, 2.2(a)(ii) Privacy	YES
26.	96 – 99	Brief – MCHS23/96 Ministerial Brief to Minister for Health – Freedom of Information application from regarding any documents, ministerial briefing notes	01 March 2023	Partial Release	Schedule 2, 2.2(a)(ii) Privacy	YES

		and correspondence about ventilation at the Garran Surge Centre *Attachment A – Not included as publically accessible *Attachment B – Included				
27.	100 – 101	Email – MCHS23/119 FW: FOR EMAIL DOT POINTS MCHS23/119: PROPERTY EQUIPMENT & FLEET – Disposal (N) – Email – Proposal – Minister for Health – Relocation of the Garran Surge Centre	01 March 2023	Partial Release	Schedule 2, 2.2(a)(ii) Privacy	YES
Total Number of Documents						
27						

Canberra Health Services**UNCLASSIFIED****To:** Minister for Health

Tracking No.: MCHS20/136

Date: 27/03/2020**From:** Bernadette McDonald, Chief Executive Officer**Subject:** Aspen Medical surge proposal**Critical Date:** 27/03/2020**Critical Reason:** Surge capacity should be brought online in advance of rapidly escalating emergency department COVID-19 presentations and admissions.**Recommendation**

That you:

1. Agree to Canberra Health Services negotiating a COVID-19 surge proposal with Aspen Medical up to the value of Schedule 2.2(a)(xi),
Schedule 2.2(a)(xiii) through to 30 June 2020;

Agreed / Not Agreed / Please Discuss

2. Sign the letter to the Treasurer seeking his agreement to fund the cost of the proposal (Attachment B); and

Signed / Not Signed / Please Discuss

3. Note the information in this brief.

Noted / Please Discuss

Rachel Stephen-Smith MLA/...../.....

Minister's Office Feedback

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Background

1. Under a worst case scenario, the COVID-19 pandemic is expected to exhaust and overwhelm the Territory's health services resources.
2. Considerable effort has been invested in planning for COVID-19 surge capacity within existing facilities and using a variety of workforce strategies. A particular focus has been on ventilated beds within the Territory's facilities – and areas that could be converted for this purpose, including emergency departments.
3. An additional pressure for COVID-19 surge capacity is emergency departments to facilitate pathways for care in hospitals, including ventilation.
4. On Friday 20 March 2020 Canberra Health Services contacted Aspen Medical to determine whether it would have capacity to provide a surge emergency department facility in close proximity to Canberra Hospital.
5. Preliminary specifications were provided to Aspen to deliver a semi integrated emergency facility of 50 beds, with five providing for resuscitation and ventilation.
6. We advised Aspen an estimated workforce to operate the facility was 70 medical staff and 155 nursing staff. CHS would provide supporting services such as wardspeople, food services, cleaning and security.
7. The facility is also to provide imaging diagnostics, including CT and X-Ray.
8. On 23 March 2020 we briefed you and the Chief Minister on the proposal, seeking in-principle endorsement to continue discussions with Aspen Medical. Endorsement was given noting a further brief would be provided, and value for money considerations undertaken, before any contract was signed.
9. This in-principle endorsement was conveyed to Aspen Medical, and its team agreed to quote on the proposal.
10. On 25 March 2020 Aspen provided the attached indicative quote ([Attachment A](#)). It is indicative as the final costs will be dependent on design of the model, which would occur over the coming days, should you agree we proceed.

Issues

Model of care

11. Canberra Health Services (CHS) is working to finalise the model of care for the ACT health system's response to COVID-19. This work is being led by Dr Imogen Mitchell, Clinical Director for COVID-19 response.
12. The model of care determines the method and scheduling of assets and workforce used to respond to the virus. It is being designed across the Territory and has had clinical input from both CHS and Calvary Public Hospital Bruce.
13. As the model has not been 'locked in', Aspen's proposal will be shaped over the coming days to integrate with the final model of care.
14. Its original design was to provide a COVID-19 Emergency Department in close proximity to Canberra Hospital. Its function would be to 'stream' patients.

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15. In addition, Aspen can deliver 50 ventilators, which can be used across the Territory to expand ICU capacity. However, those decisions are yet to be made.

Cost

16. The Aspen proposal is not cheap. It reflects market conditions and that all governments are competing for the same workforce and capabilities.
17. Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)
[REDACTED]
18. The cost of the facility and equipment is one-off; the staffing costs would be incurred so long as the facility is required. However Aspen Medical agreed to scale week to week as required (reducing the staffing profile to reflect what is needed).
19. There is a clear premium on costs. However, for CHS to deliver an equivalent facility, fully staffed and operational, within weeks, would be impossible.

Workforce

20. More progression on modelling of the required workforce to staff the Aspen facility has been undertaken, led by Dr Greg Hollis, Clinical Director of CHS Emergency Department (ED). Modelling indicates a reduction of 10 medical officers, and 65 nurses, with the addition of 10 administrative officers may still provide for safe 24-hour operation.
21. These numbers are considerably lower than the original estimates and will bring down the variable weekly cost of the proposal.
22. The workforce will integrate with CHS ED workforce and be governed by senior officers within CHS. Many CHS team members will work within the Aspen facility, and vice versa. Some staff members will work across both. This workforce model will ensure best use of human resources, maximising skills, coordination, and flexibility to adapt to changing demands.

Delivery timeframe

23. Design to delivery – three weeks. Delivery in that timeframe is likely to see capacity brought online before it is needed. However, we are unsure when we can expect to see a rapid escalation in presentations and admissions.
24. The proposal also delivers an additional 50 ventilators to the ACT, at a time when supply of ventilators is challenging.

Financial Implications

25. We are seeking agreement, and the Treasurer's authorisation to Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii) [REDACTED] to have the facility installed by mid-April and functional through to 30 June 2020.
26. We are confident through the design stage, and contract negotiations, we can bring the cost of the proposal down through narrowing the number of staff employed, and further integration into CHS operations.

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27. Should you agree, and the Treasurer authorise the expenditure, we will bring a final brief with details of the final contract.

ConsultationInternal

28. Consultation has occurred with the CHS COVID-19 Taskforce.
29. Our COVID-19 Clinical Director is consulting widely on the Model of Care, which will guide decisions around resources and facilities.

Cross Directorate

30. Senior Treasury officers were briefed on the proposal on 25 March 2020. They acknowledged the cost was likely driven by the marketplace we find ourselves operating within. Advice from those officers has been to include our cost estimate of Schedule 2.2(a)(xi),
Schedule 2.2(a)(xiii) in the brief on the Supplementary Appropriation and Treasury would 'ring fence' that funding so that it could only be spent in response to COVID-19. If we secure a lower contract price, that money could be redirected to other response activities, or rolled over into 2020-21.
31. The Head of Service and Under Treasurer participated in a teleconference on 22 March 2020 to discuss the proposal.
32. ACTHD officials, including the Chief Health Officer, have also been made aware of the proposal, and anticipated costs have been provided to the CFO, ACTHD.

External

33. The CEO of CHS has discussed the proposal with the CEO of Calvary.

Work Health and Safety

34. CHS will have high expectations, reflected through the contract, in relation to WHS and the appropriate use of PPE.

Benefits/Sensitivities

35. This proposal has been framed to provide additional surge capacity to the ACT health system, including securing an addition 50 ventilators. At this stage it is impossible to identify with certainty what demand will look like in the coming months.
36. If demand does not exceed existing hospital capacity, we could be criticised for committing significant expenditure. In that scenario the ACT would look to provide a greater level of support for our region, recognising we would recover some of the cost from the Commonwealth, and some from NSW.

Communications, media and engagement implications

37. Communications materials have not yet been prepared. These will be prepared after approval has been granted.
38. Social media platforms will be used to provide messaging to the broader community.
39. All communications will be approved by PICC prior to release.

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Signatory Name: Dave Peffer

Phone: Schedule 2.2(a)(ii)

Action Officer: Alex McPherson

Phone: Schedule 2.2(a)(ii)

Attachments

Attachment	Title
Attachment A	Indicative quote from Aspen Medical
Attachment B	Letter to the Treasurer

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Mr Andrew Barr MLA
Treasurer
ACT Legislative Assembly
London Circuit
CANBERRA ACT 2601

Dear Treasurer

I write in follow up to our verbal briefing on 22 March 2020, concerning Canberra Health Services' proposal to engage Aspen Medical as additional surge capacity within the Territory's health care system.

At that briefing, we provided senior officials from our directorates with in-principle agreement to continue negotiations, acknowledging that a final decision would need to be made once an indicative cost had been received.

The Aspen Medical proposal is framed around the delivery of a dedicated COVID-19 Emergency Department, most likely to be located at Garran Oval. It would provide an additional five resuscitation beds and 45 emergency beds, all with associated monitoring equipment. In addition, there will be 50 ventilators to increase capacity for ventilated beds in the Territory.

The facility will also be equipped with diagnostic imaging equipment including a CT scanner and X-Ray. Initial estimates of staff required to operate the facility 24 hours a day included 70 medical officers and 155 nursing staff. Canberra Health Services (CHS) has capacity to provide security, cleaning and food services.

Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)

If the facility is required after 30 June 2020, the operating cost is simply the weekly staff budget. Aspen has advised that it is supportive of scaling staffing and the facilities up or down over the coming months to respond to demand.

Since providing initial estimates to Aspen on staffing, CHS has refined its analysis and considers 42 medical officers, 76 nurses and 10 administrative officers sufficient to operate the facility safely. This will bring down the staffing cost considerably.



At this stage we do not know what peak demand generated by COVID-19 will look like in the Territory. In the event demand peaks lower than some models suggest, the additional capacity delivered through Aspen Medical will assist Canberra to support the broader region. Some level of cost recovery from the Commonwealth and New South Wales will be available.

Recognising the challenge in locking in a specialist workforce and equipment of this nature, in the environment we find ourselves in, I am seeking your endorsement for CHS to ^{Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)} [REDACTED] to provide a dedicated surge facility for the ACT.

Should you agree to this proposal, I will ask that senior officers from CHS work closely with Treasury officials while settling the final details of the contract.

Yours sincerely

Rachel Stephen-Smith MLA

Canberra Health Services Directorate

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To: Minister for Health

Tracking No.: MCHS20/334 (FOI20/16)

From: Bernadette McDonald, Chief Executive Officer**Subject:** Freedom of Information application from Schedule 2.2(a)(ii) - Internal correspondence about pop-up ED**Critical Date:** 11/09/2020**Critical Reason:** FOI will be delivered to applicant on this day.

- CEO .../.../...

Purpose

To inform you about a Freedom of Information (FOI) request received from Schedule 2.2(a)(ii) from Schedule 2.2(a)(ii) regarding Internal correspondence about pop-up ED at the Garran Oval at The Canberra Hospital.

Recommendations

That you:

1. Note Canberra Health Services' response at Attachment A;
2. Note the Media Talking Points at Attachment B; and
3. Note the information contained in this brief.

Noted / Please Discuss**Noted / Please Discuss****Noted / Please Discuss**

Rachel Stephen-Smith MLA/...../.....

Minister's Office Feedback

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Background

1. On Wednesday 27 May 2020, Schedule 2.2(a)(ii) submitted an access application to the Canberra Health Services (CHS) under the Freedom of Information Act 2016 (the Act) requesting:

'Internal correspondence about the pop-up Emergency Department (ED)/surge centre on Garran oval.

- *Correspondence between or to executive level staff and/or clinical heads of departments regarding the proposed or completed centre.*
- *Correspondence to and or from the minister's office regarding the building and proposal, including briefings prepared.*

I seek documents sent or created between the dates March 1 to May 28.'

The document search located over 5000 pages of documentation within scope and processing fees were to be applied to continue with the application. Ms White rescoped her access application on Thursday 16 July 2020 requesting;

- *the need for such a facility in the ACT.*
- *Any modelling undertaken to show the need for the facility*
- *the budget or cost of the project.*

Plus:

- *all briefing notes on the project prepared for the minister for health*

I seek documents sent or created between the dates March 1 to May 28.

Issues

2. After conducting a search of all relevant records, CHS has identified 55 documents in its possession that meet the rescoped application.
3. The decision letter, schedule and accompanying documents released to Schedule 2.2(a)(ii) are at [Attachment A](#).

Financial Implications

4. Processing fees are not applicable to this request.

ConsultationInternal

5. Not applicable.

Cross Directorate

6. Major Projects Canberra were consulted in the development of this FOI as some of the scoped documents were owned by them.

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External

7. In line with the FOI act, the following third-party organisation has been contacted in relation to this FOI:

- Aspen Medical - responded with objections to the release of employee information and business affairs that have been agreed for redaction.

Work Health and Safety

8. Not applicable.

Benefits/Sensitivities

9. There have been no sensitivities identified with the release of these documents.

Communications, media and engagement implications

10. Media talking points are at Attachment B.

11. The decision letter and documents in response to Schedule 2.2(a)
iii FOI access application will be uploaded to the ACT Health Disclosure Log in accordance with the Act.

Signatory Name: Bernadette McDonald Phone: 5124 4700

Action Officer: Christine Whittall Phone: 5124 2100

Attachments

Attachment	Title
Attachment A	CHS Response
Attachment B	Talking Points

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FOI: COVID-19 Surge Centre

- The ACT Government partnered with Aspen Medical to deliver a temporary COVID-19 Surge Centre adjacent to the Canberra Hospital on the Garran Oval.
- A section of the centre is currently in use as a COVID-19 testing clinic.
- This purpose-built facility is a key part of the ACT Government's Territory-wide COVID-19 Response Plan and has been designed to maximise staff and patient safety in a COVID-19 environment.
- The facility will only become operational as a COVID-19 Surge Centre if the ACT sees a surge in COVID-19 infections and the existing emergency departments at Canberra Hospital and Calvary Public Hospital Bruce are operating beyond their flex capacity.
- At full capacity it would have six resuscitation bays, 32 acute non-admitted treatment bays and 12 short stay overnight beds. No visitors would be allowed, except under exceptional circumstances such as palliative care.
- Aspen Medical has been contracted to provide the medical, nursing and clinical administration workforce if the facility is required for use as a COVID-19 Surge Centre.
- The ACT Government allocated an initial \$23 million (for the 2019/20 financial year) to build and operate the temporary facility. Any cost incurred with the build and operation of the Surge Centre will be shared 50/50 with the Commonwealth Government.
- The centre will be removed, and Garran Oval remediated once the Public Health Emergency has passed.

EARLY PLANNING FOR THE SURGE CENTRE

- Canberra Health Services relied on evidence-based, contemporary advice to ensure the range of possible scenarios was considered so that the ACT was prepared in the face of the global pandemic.
- Then Emergency Department Clinical Director Dr Greg Hollis was among participants in the early work to develop the ACT's response.
- Dr Hollis raised a range of scenarios for consideration at a time when the ACT Government was preparing for the possibility that the pandemic would significantly impact on the public health system and the Canberra community.
- Scenarios relating to the possible involvement of the Garran Primary School and ADF Reserves raised at this time did not progress beyond the very early discussion of potential approaches.

- The decision to build the COVID-19 Surge Centre on the Garran Oval was announced in early April and the community was kept informed as the plans and the project progressed.
- The World Health Organization also provided advice around the design of the facility, which was constructed on the oval.
- The COVID-19 Surge Centre was constructed in 37 days and continues to play an important function for the ACT community during the pandemic as a COVID-19 testing centre.

STAFFING THE SURGE CENTRE

- Aspen Medical is required under the contract for the Surge Centre to ensure all clinical staff it appoints to work in the facility perform in line with best practice guidelines, procedures, protocols, legislation, regulations certifications and codes applicable to the ACT public health system.
- The contract with Aspen Medical prevents it from hiring existing CHS clinical staff to work in the COVID-19 Surge Centre, should the facility become operational.

From: Stephen-Smith, Rachel
Sent: Wednesday, 29 December 2021 2:50 PM
To: O'Neill, Cathie (Health)
Cc: Cross, Rebecca (Health); Tomlinson, Benjamin
Subject: Re: ED Surge Capacity

Thank you Cathie - much appreciated.

R

Rachel Stephen-Smith MLA
Member for Kurrajong
ph: 02 6205 2661

On 29 Dec 2021, at 2:39 pm, O'Neill, Cathie (Health) <Cathie.O'Neill@act.gov.au> wrote:

UNOFFICIAL

Hi Minister

Rebecca let me know you were thinking about our ED surge capacity.

The demand at the moment, which will increase in the coming weeks, is for COVID positive patients presenting for primary health level conditions – Sam just told me they even just had one come in with a spider bite! Calvary is seeing a flow of them as well. If we can take these out of ED they will be able to manage the sick COVID and BAU presentation load.

I'm pulling together a meeting tomorrow morning to determine what the trigger will be to set up Garran as the COVID clinic (as modelled as part of the COVID @ Home model). This would allow anyone with COVID or a high likelihood of COVID somewhere to present for assessment and short term intervention that will keep them out of ED.

Whilst this is a great plan 😊 it does mean I will need to move testing!

There are site visits occurring tomorrow for the new vaccination centre, and one option being considered is Curtin. This was our proposed testing contingency site so I have asked that the site visit tomorrow concentrate on what needs to be done to stand it up as a testing site. This means that the Convention Centre becomes the more likely vaccination site.

I'll provide an update tomorrow after the meeting and site visit.

Happy to discuss

Cathie O'Neill

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Services**

Aim

To minimise potential for COVID exposures in ED Waiting room and other clinical spaces.

Problem

We have moved into a state of high community transmission of COVID, with growing case numbers. We are seeing increasing numbers of positive patients presenting to ED. This presents a significant risk of transmission to the other patients in ED.

We need to improve the process of screening people coming to the ED, to limit the number of potentially infectious patients in the main waiting room.

Proposed Solution

Triage Screening at Security Checkpoint

Ambulant patients will be screened at the security screening point in the air lock at the entrance to ED by triage staff member with a COW.

The triage staff member is screening for patients that fit any of the 3 criteria;

1. Covid positive (including positive Rapid Antigen Test or PCR test)
2. Under a current quarantine/isolation order
3. Have Respiratory Infective Symptoms

- If the patient has any of the above, then their triage will be completed and the patient asked to wait outside on a chair.
- Clerical will be notified by a bell, to come and complete clerical details.
- Triage staff will note 'outside' in Clinical Comments on EDIS
- Triage will call Navigator to notify them for all Covid pos and quarantine patients.
- The Nurse navigator will co-ordinate with Acute staff to bring the patient into the treatment space when available (the screening triage staff member cannot bring the patients through)
- The patients will ideally be brought through Ambulance air lock. However, alternatively they may need to come via the corridor behind the waiting room (enter the ED entrance from EMU). If the patient is critically unwell, then they should transit through the quickest route (including through the Waiting room if required).

This will operate during the Day and Evening shifts only for the moment. We do not have the staffing currently to operate 24/7.

We are working on a plan to erect a tent/structure outside to provide shade and rain protection.

This is very much a draft process, that we will work through over the next few days. All feedback is valued.

Canberra Health Services

Emergency Department

COVID-19 PLAN Omicron Amendments

Contents

Contents	2
Rationale for amendments:	4
Terminology.....	4
Staff Safety.....	5
Food and Drink.....	5
Treatment areas in the ED.....	6
Zoned Area (Paeds and West).....	6
Specific Zones.....	7
Single Room – ie R4, R5, A14, A35	8
Emergency Medicine Unit (EMU)	9
Other Treatment Spaces	10
Expansion Options	10
If Expanding Red Zone	10
COVID +VE Cohorting.....	12
Testing.....	13
Rapid Testing	13
Transfer to the Ward	13
Transfer to the Mortuary	14
Visitors.....	14
Cleaning	15
Attachment 1.....	16
ED COVID Zoning Instructions:	16
Acute West Side	16
Acute South Side if used as an expansion zone:	16
Acute Bed 35	17
Resus:	17
Paediatrics.....	18
Attachment 2.....	19
Medihoods.....	19



Indications: 19

ED COVID Plan

Rationale for amendments:

As of Jan 2022, approximately 90% of covid positive patients in the ACT have the Omicron variant which:

- is highly infectious, around twice as infectious as Delta
- has a shorter incubation period (around 3-4 days) than other variants
- is a milder infection and is 70% less likely to cause hospitalisation. The hospitalisation rate in the ACT is even lower, we think due to our excellent vaccination take-up.

With this our focus becomes preventing severe nosocomial infection:

We are unable to isolate all the COVID positive, and the strategy of isolation would overwhelm our resources

Identify and prevent those most at risk of severe disease should they be exposed.

Identify those most at risk of transmission – particularly those with droplet spreading symptoms.

Within the hospital: Covid positive patients requiring admission:

- with respiratory symptoms will be admitted and cohorted on a COVID Ward
- with atypical symptoms or who are asymptomatic presenting with non-covid related problems requiring admission (e.g. fractures, plastics etc) will be admitted and cohorted on their home wards. For example, if a patient with a fracture that is COVID positive (with non-respiratory symptoms) will be admitted under orthopaedics and go to the orthopaedic ward.
- Ideally patients will be cared for in a single room. However, as numbers increase COVID positive patients may be co-located and managed with Medihoods in their home ward.

To protect vulnerable (severely immunocompromised and unvaccinated) patients from nosocomial infection, they will be cohorted on 14A, 14B and 4B. They need to be proven COVID neg prior to going to this ward.

It will be difficult to consistently cohort / protect our vulnerable patients within the Emergency Department, and as such there will still be need for strict hand hygiene, PPE, and some cleaning protocols for all patients.

Terminology

1. COVID positive with Respiratory Symptoms (COVID - R)
2. COVID positive with no respiratory infective symptoms (COVID A) (a=atypical or asymptomatic)
3. COVID suspect – respiratory infective symptoms (all patients are now presumed to have epidemiological risk given degree of community transmission) (PPR)

4. Quarantine - under a public health instruction to quarantine due to household/high risk
5. Respiratory Infective Symptoms =
 - Fever AND resp symptoms OR
 - Cough
 - URTI Symptoms – sore throat, runny nose
6. Non-respiratory Symptoms (atypical)
 - Isolated SOB, chest pain
 - Nausea, vomiting, diarrhoea, abdo pain
 - Loss of smell, taste
 - Fatigue, malaise, myalgia
 - Isolated fever

7. Surveillance Testing – all patients to be admitted to either the ward or EMU require a surveillance swab with 24 hours. This swab does not change the patients bed book/isolation or PPE requirements.

Staff Safety

- The risk of contracting COVID from positive patients is greatly reduced by staff wearing an N95 mask and face shield, performing frequent hand hygiene and patients wearing a surgical mask properly. This is further enhanced by wearing full PPE when required and donning/doffing correctly.
- It is ok to call people out politely and respectfully for not wearing PPE appropriately and for not performing hand hygiene when required.
- N95 mask and face shield to be always worn in the clinical space / public facing spaces. PPE is changed in full in COVID with resp symptom and suspect COVID ie those patients with respiratory symptoms. N95 and Face shield can be worn between patients in other zones and only changed after an aerosol generating procedure such as a swab.
- Immediately prior to leaving the department for meal breaks, please doff used N95 masks and face shields at the station in the corridor near triage and don a new surgical or N95 mask. Place the mask in your pocket when eating and drinking and replace before returning to the floor. Do not place used masks on the table where other people are eating.
- Staff and patient safety may be further enhanced by COVID +ve patients or vulnerable patients also wearing face shields and/or N95 masks. Please offer these to patients

Food and Drink

- No food or drink is to be consumed or stored at staff desks or in clinical spaces. A hydration station has been set up for staff in the room opposite R1.
- Please take regular hydration breaks and let the Nav know if you have any concerns during the shift.

- Meal breaks should be staggered throughout the shift and can be taken in the tearoom, tutorial room (when available), outdoor areas, and the staff cafeteria or Zouki. There should be adherence to 1 person per 4m for indoor spaces

Treatment areas in the ED

For now, the ED is divided into **Red** (high risk) zones and **Amber** zones recognising the hospital and general community risk of COVID-19 exposure.

Red zones are essentially for those with respiratory infection symptoms – both for those that are known to be COVID +ve, and those who have symptoms suggestive / suspect of COVID. Both COVID R and COVID A can be managed in these spaces.

The Amber zones are for those with NO respiratory infection symptoms. When demands exists – these areas can be used also for the asymptomatic COVID + (COVID -A).

1. Red zones: West Wing
 - a. Paeds and South are Flex space – can become a Red Zones when West is full
 - b. Single Rooms – i.e. R4, R5, A14, A30, A35
 - c. The single rooms in EMU can also be flexed into red zone beds when required
2. Amber zone: All other treatment spaces requiring standard precautions (plus face shield and N95)

Zoned Area (Paeds and West)

These areas will have defined 'Red' and 'Amber' zones.

Principles of approach with zoned areas;

1. Maintain a strict discipline around entering Red Zone.
 - a. We need to look out for each other and staff members from other areas when entering the Red Zone.
2. PPE requirements in Red zone
 - a. Naked from elbow down including watches
 - b. Don full PPE (N95, face shield, gloves, gown) prior to entering Red Zone. Hair net is risk assessed based on individual staff members hair (i.e. long hair).

- c. After each patient contact completely Doff in the Amber Doffing Zone and then re-Don prior to assessing next patient
3. Patient file, notes, medication charts etc;
 - a. Do not bring any patient notes into the Red zone.
 - b. Pencil case options available for note transfer or use a pillowcase.
 - c. If administering medication/fluids, the order is reviewed by the administering clinician in the clean zone and a patient sticker is taken to the Red zone to confirm patient ID.
4. Performing procedures, equipment:
 - a. Stocked equipment trolleys will remain in Green zone. Staff in green zone will assemble all required equipment, then Don PPE and pick up all required equipment just prior to entering the Red zone. The equipment will be placed on the available silver trolleys in the Red zone.
 - b. Once the procedure has been performed, all unused equipment is discarded, and the silver trolley wiped down with Clinel wipes and returned to its' location within the Red zone.
5. Blood collection
 - a. Take request form with necessary equipment (including a red bag) into the Red zone for blood collection. Samples collected, labelled and form signed to confirm 3 points of identification. Samples and form placed in red bag. Red bag taken to edge of Red Zone and placed into another Red bag held by a staff member in Green zone.

Specific Zones

Triage will:

1. Ask COVID-19 screening questions
2. Identify any patient who is Covid Positive, or needing Quarantine and alert Navigator of need for negative pressure room.
 - a. Where a patient in one of these categories can safely wait outside of the ED whilst arranging a room this will occur. There is a tent to provide some protection from elements whilst waiting - this is designated as OWait on EDIS
 - b. Triage can occur, when staffing permits, in this airlock/outside tent area with a COW

- c. A patient in one of these categories will be supplied a surgical mask if not in already in place. They can be offered a N95 / face shield, if willing.
3. The resp symptoms, if present, should be noted in the clinical comments

The Navigator will prioritise allocation of patients using the following as a guide:

1. COVID Positive with resp symptoms to a Negative Pressure room or single room
2. COVID positive with no resp symptoms – single room or red zone as able (with view to protecting vulnerable patients).
3. Quarantine – single room
4. Respiratory infection symptoms - red zone
5. Atypical (Non-resp infective) and other patients – Any available treatment space in the amber zone

Paediatric Patients without any risk will be seen in an amber zone (Paeds/FT). Paediatric patient with respiratory infection symptoms will be seen in a red zone (Paeds/ acute)

Single Room – ie R4, R5, A14, A35

Approach to patients in these rooms are as following:

1. A14 has no ante room Don prior to entering the room and Doff near bed 15 after leaving room 14. In the event South red zone has been activated same donning and doffing applies as the zone.
2. R4, R5 and A35 rooms are red zones, Ante rooms are Amber Zones and Outside the Ante room is a Green Zone.
3. Where possible beds in these rooms should be “blue” Stryker beds to assist with admission transfers.
4. In resus patients to enter via ambulance air lock not Resus 4 shower
5. Don PPE outside of the Ante room
6. Nil patient file/paperwork to go into the red zone.
7. Doff in Ante room
8. Put on fresh N95 mask and Eye protection before entering the Green zone.
9. If staff in red zone require equipment:
 - a. Equipment is placed on a trolley close to the room door in the ante room.
 - b. Staff in red zone collect equipment from trolley and shut red zone door.

- c. Staff re-enter anteroom wipe down trolley with Clinel wipes.
10. Scribe will access telehealth via COW for communication with staff in the red zone.

Emergency Medicine Unit (EMU)

Approach to patients in these rooms are as following:

1. Any patients with respiratory symptoms (known COVID positive or swab still pending), that are otherwise suitable for EMU must go to one of the single rooms in EMU (E6, E7, and a single patient in E8/9).
2. Ideally COVID positive – no resp symptoms similarly go to a single room, but may be assigned to any EMU area in times of high demand.
3. All other patients can be admitted to EMU as per usual EMU admitting criteria.
4. Patients who have not been swabbed prior to admission to EMU will need a surveillance swab if their length of stay in anticipated > 6hrs.
5. EMU form should state if a swab has been taken as a symptom concern OR surveillance.
6. Each bed head has been cleared of stock with basic welcome pack only. Other stock available on mobile equipment trollies or in the clean utility.
7. Donning and doffing will occur at the entry and exit point to each room when there is a patient that requires contact precautions (ie Resp infective that is cleared for COVID, diarrhoeal illness awaiting swab results) there should always be a distance between the clean PPE donning station and the bin for doffing.
8. Whiteboard is to be kept up to date with patient details and infective status to indicate status of the room.
9. Cleans for the EMU space are standard cleans unless the patient has infective illness such as diarrhoea. Infectious cleans for those with PPR or COVID R.
10. In the event a patient tests positive and is in a shared space. Patient should be moved to a single room or placed in a medihood infectious clean for that space using the Yellow Linen Skips.

Other Treatment Spaces

If a respiratory precautionary patient is placed into any other treatment space due to nil availability of above spaces, then donning and doffing will need to occur outside the treatment space. There will need to be one Donning station and a separate Doffing station. Do NOT place doffing bin next to the clean PPE.

Staff should completely Doff including changing N95 mask and eye wear after each patient interaction.

There are red “infectious clean required signs” at the Nav desk and North side desk. If you call for an Infectious clean outside of the usual West side/Paediatrics, to ensure staff and ISS realise this needs an Infectious clean, please place one of these cards on the bed. This will be wiped down after space cleaned with Clinel and can be re-used.

Expansion Options

If Expanding Red Zone

Recognising having precautionary and at-risk patients in the waiting room and corridors with the difficulty to balance the flow.

If West is full, Respiratory patients can be seen in South Beds with Donning and Doffing at each bed space. In the event that there are large numbers, the South Red zone can be set up and extended to Bed 14. For further need, extend the South Red zone into beds 10-13

- Staff on shift will need to be made aware of the extension and why it is needed.
- Notify Ward Services, Hospital Assistants, and ISS.
- Trolleys need to be decanted out of this extended zone.

Southside Expansion Option 1

COVID +VE Cohorting

If we have 5 COVID positive patients in the department with no imminent transfer out.

- We will employ Medihoods in West and South and decant our negative pressure rooms for new sick COVID +ve or immunosuppressed at risk patients.
- Move the well and ward care COVID +ve patients to EMU single rooms or to west/south area to a bed with a Medihood.
- The Medihood allows a temporary negative pressure area. The plastic umbrella can be erected, and the air filter turned on. IT DOES NOT NEGATE THE NEED FOR PPE. Both staff and ideally patient should remain in N95 + face shield
- All transfer rules to move from the main section of the department through the corridors must be adhered to which will require coordination but should not be obstructive to the process.

These areas can then be decanted as the need on the department changes.

Extreme Demand:

**When there are > 20 COVID + (total R and A) + PPR (resp symptoms) patients:
asymptomatic quarantine patients may be seen anywhere in the department, in the most suitable treatment space.**

**If there are > 20 patients with RESP infection symptoms (PPR OR COVID-R),
COVID -A, and quarantine (asymp) can be seen anywhere in the department, in the most appropriate treatment space**

Standard cleaning measure are to be used for COVID -A or a quarantine patients after they leave that treatment space (eg eye room, FT, Acute)

Testing

There is approved Nurse Initiated COVID testing.

Please swab and symptomatic patients early on presentation.

- a. Staff to wear full PPE to perform a COVID Swab
- b. Full PPE change post swab with hand hygiene at appropriate moments
- c. Patients can be swabbed in bed space with curtain drawn.
- d. In a surveillance swabbed patient the swab is to be conducted within 24 hours of admission. Is not required if they have had a negative swab in the 48 hours prior to presentation or have recently recovered from COVID. Once swabbed PPE requirements do not change. Documentation should include that the swab has been conducted or it should be documented or handed over to the receiving area that swab needs to be conducted.
- e. A patient may refuse a swab – this should be documented.

Rapid Testing

To request a rapid test:

1. Rapid testing needs to be requested for all critically unwell patients, who meet the criteria for testing. There is a standing order for rapid testing for all Resus patients and Mental Health Patients who are for admission.
2. If a patient has been identified as a vulnerable patient (severely immunosuppressed – for instance active cancer, unvaccinated, HIV, or on significant immunosuppression medication), and likely to need admission, their COVID swab should be marked as RAPID
3. Pink rapid stickers are available at the Nav desk. Place on the white pathology form to indicate to the lab to do the rapid PCR
4. The ED receives a set allotment of rapid tests per day these are identified by the numbered pink stickers on the Nav desk. If quota is not used in one day these can roll over to be used on subsequent days.
5. Patients outside of the standing orders for rapid testing can have a rapid swab if the medical staff believe the early result will alter treatment or assist safe transfer to a location
6. Same swab is used.

Transfer to the Ward

1. If a COVID positive patient with respiratory symptoms is admitted to the ward

- a. Staff to wear clean PPE on the transfer
 - b. Route to be taken is the least public route
 - c. Building 12 lift to level 3 – then to either main tower lifts or to women’s and children’s via the CCU corridor – this applies 24 hours a day
 - d. An infectious transfer should be requested.
 - e. There is no requirement to clean the lifts post transfer
2. If patient is a Quarantine or COVID +ve with No respiratory infection symptoms
 - a. Same transfer route applies.
 - b. Nil need to activate the Infectious transport.
 - c. Nursing staff member who transfers to take Clinel wipes to wipe touch points during transfer.
 - d. No need for gown and gloves unless otherwise indicated
 3. Transfer to medical imaging

Transfer to the Mortuary

Patient will need to be placed in two body bags.

1. Place the body in the body bag, zip to fully closed and seal with the blue numbered zip/cable tie supplied with the bag.
2. Exterior body bag MUST have securely fixed by tape a notice indicating COVID-19 status confirmed or pending result.
3. Normal ID labelling applies
4. Normal deceased transfer route applies and usual admission to mortuary applies.

Visitors

1. No visitors will be allowed in to see patients unless in exceptional circumstances such as end of life, birthing or for paediatric care. Any exceptional circumstance (not including paediatric patients presenting with their parent) need to be discussed with the Navigators.
2. Visitors who do attend these areas need to be in a mask, must remain in the bed space with the patient and can not be coming and going from the area.
3. Approval/rejection for the exemption should be included in the clinical comments. Any conversations regarding exemption information or a rejection should be by a senior

nurse not administration staff. Please escalate any concerns/queries to the Navigator who can then request an exemption as needed.

Cleaning

Cleaning requirements

- Infectious clean is required for all COVID Positive with Respiratory (COVID R) and Suspected COVID (PPR)
- **COVID +ve patients who have had no respiratory symptoms only need a standard clean** (ie COVID A: standard clean with Clinell wipes)
- Cleaning for all other patients is based on their presentation i.e. Gastro still requires infectious clean other conditions such as abdominal pain will only require standard clean.

Attachment 1.

ED COVID Zoning Instructions:

Acute West Side

Amber Zone		Red Zone
DONNING	DOFFING	Patient bed spaces (A22-A30)
<ul style="list-style-type: none"> In the corridor between acute and West, or next to the sink outside the pan room 	<ul style="list-style-type: none"> All PPE doffed in the pan room and re-applied at the doffing station outside the pan room 	<ul style="list-style-type: none"> Full PPE required Equipment transfer: Put clean equipment on the trolley, the 'dirty' staff member collect the equipment off the trolley.

Acute South Side if used as an expansion zone:

Amber Zone		Red Zone: Patient bed spaces when expanded (10-21)
DONNING	DOFFING	
<ul style="list-style-type: none"> Stations outside room 14 and at each bed space when required, can share if next to each other. Including re-applying clean masks and face shields, after doffing. 	<ul style="list-style-type: none"> Doffing station not next to the donning station Doffing station outside room 14 and next to bed spaces when required 	<ul style="list-style-type: none"> Full PPE required for required patients Aim to start expanding from beds 20/21. Equipment transfer: Put clean equipment on the trolley, the 'Red' staff member can use in red zone. Wipe with a Clinell prior to returning to amber zone NO equipment to be passed from Flight Deck to the red zone.

Acute Bed 35

Amber Zone		Red Zone
DONNING	DOFFING	
<ul style="list-style-type: none"> Donning station opposite room 35 including re-applying clean masks and face shields, after doffing. 	<ul style="list-style-type: none"> All PPE doffed in the ante room with no other people present, both doors closed. 	<ul style="list-style-type: none"> Full PPE required Equipment transfer: Put clean equipment on the trolley, leave the room, the 'dirty' staff member can enter the amber zone and collect the equipment off the trolley. Removing notes: When the person from the red zone is entering the amber zone, the notes need to be removed from the amber zone.

Resus:

Patients to enter via Ambulance Airlock not the Decontamination Shower

Amber Zone		Red Zone
DONNING	DOFFING	
<ul style="list-style-type: none"> Donning outside rooms 4/5 or at each bedspace. Including re-applying clean masks and face shields, after doffing. 	<ul style="list-style-type: none"> PPE doffed in the ante room with no other people present, both doors closed. 	<ul style="list-style-type: none"> Full PPE in rooms 4/5 and 1-3 when required. Equipment transfer: Put clean equipment on the trolley, leave the room, the 'dirty' staff member can enter the amber zone and collect the equipment off the trolley. Removing notes: When the person from the red zone is entering the ante room, the notes need to be removed from the ante room.

Paediatrics

- Patients to enter via the access control area from main corridor near P36 for beds P36-P38
- Patients to enter via access control door near medical imaging for beds P40-P43
- Staff entry is the usual paed's entrance
- Patients and parents in P40-43 if needing to toilet will wear a mask, hand hygiene prior to entering the Green zone use toilet in the alternate red zone and then hand hygiene again prior to entering the green on return. Staff should be alerted that the patient is crossing the zone.

Green Zone	Amber Zone	Red Zone
<ul style="list-style-type: none"> • DONNING: <ul style="list-style-type: none"> • In bed area 39 	<ul style="list-style-type: none"> • DOFFING: <ul style="list-style-type: none"> • In front of 40 and in front of 38. • Doff into the yellow bins with lids 	<ul style="list-style-type: none"> • Full PPE required

Attachment 2.

Medihoods

Indications:

When negative pressure rooms / single rooms have been exhausted by COVID positive / quarantine patients, with no imminent discharge to ward.

Ideally initial work up occurs in R4, R5, A14, A30, A35, but then moved to bed space with a medihood whilst awaiting results / further ED workup or whilst awaiting ward

Assembly:

Medihoods are to be stored at the back of bed space with a bag covering the plastic umbrella

Remove the bag

Position the Medihood at head of bed

Unfold umbrella.

Plug in and turn on at wall.







STAFF SHOULD still be in full PPE at all times.

Patient should be in a mask (surgical or N95) in case of need to rapidly access, or for unanticipated patient movements.

The hood can be lifted for patient to mobilise and access toilet etc.

The patient does not need to be transferred to ward with the hood.

Transfer to occur as detailed in above document – (staff in PPE, patient in mask)

Cleaning of hoods

The plastic of the hood should be thoroughly wiped with Clinel wipes (or sprayed with viroclean and wiped) both inside and outside surfaces.

The arms and other supporting structures similarly cleaned with Clinels.

They are reusable.

The arms should be folded down, the device rebagged, and stored away for next patient use.



From: Slater, Nicole (Health)
Sent: Thursday, 17 February 2022 1:51 PM
To: Mooney, Chris; Samara, Rohan; Young, Marissa (Health); Gomes, Dario (Health); Warylo, Michael (Health)
Cc: Scanlan, Samuel (Health)
Subject: RE: triage covid tent in ED

OFFICIAL

Dear Chris

We have confirmed that there is a powerpoint in that space from when vending machines were there.

It is starting to get cooler in the evenings would you be happy if we looked at trial of this corridor use in the evenings to see how it goes?

Thanks

Nicole Slater

Assistant Director of Nursing

Phone: 02 5124 5815 | Mobile: Schedule 2.2(a)(iii) | Email: nicole.slater@act.gov.au

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From: Mooney, Chris (Health) <Chris.Mooney@act.gov.au>
Sent: Friday, 11 February 2022 4:39 PM
To: Slater, Nicole (Health) <Nicole.Slater@act.gov.au>; Samara, Rohan (Health) <Rohan.Samara@act.gov.au>; Young, Marissa (Health) <Marissa.Young@act.gov.au>; Gomes, Dario (Health) <Dario.Gomes@act.gov.au>; Warylo, Michael (Health) <Michael.Warylo@act.gov.au>
Cc: Scanlan, Samuel (Health) <Samuel.Scanlan@act.gov.au>
Subject: RE: triage covid tent in ED

OFFICIAL

Hi Nicole

Thanks for involving us.

Provided we have power to the screening staff desk for heating and they are under CCTV (for OV purposes), we support the proposal.

Heating was our number one complaint by screening officers during winter.

Regards,

Chris Mooney | Director, Protective Services | Agency Security Advisor
 Infrastructure and Health Support Services | Canberra Health Services | ACT Government
Security: (02) 512 45145 | **Direct:** (02) 512 49701 | **E:** chris.mooney@act.gov.au
 Security Operations Centre | Canberra Hospital Building 3, Level 1 | Bateson Road, Garran ACT 2605

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From: Slater, Nicole (Health) <Nicole.Slater@act.gov.au>
Sent: Friday, 11 February 2022 1:22 PM
To: Samara, Rohan (Health) <Rohan.Samara@act.gov.au>; Mooney, Chris (Health) <Chris.Mooney@act.gov.au>; Young, Marissa (Health) <Marissa.Young@act.gov.au>; Gomes, Dario (Health) <Dario.Gomes@act.gov.au>; Warylo, Michael (Health) <Michael.Warylo@act.gov.au>
Cc: Scanlan, Samuel (Health) <Samuel.Scanlan@act.gov.au>
Subject: RE: triage covid tent in ED

OFFICIAL

Dear All

Thanks for meeting me this week.

Below is a very Mr Squiggle diagram apologies could not get maps and others to give you a fancier version.

With consultation with Michael and Rohan we are proposing:

- Place 6 chairs in the corridor staggered as per "X" on diagram below.
- Security guard would remain on the seat where currently located however we would move the trolley with the PPE/Hand hygiene indicated by the "H" to the other side of the corridor.
- The Administration staff member at the screening point would move to the right hand side of the first door as indicated by "A"
- Triage would come into where Admin currently sitting with the computer on wheels. This will allow them to screen patients and to also have visibility of the corridor behind.
- In addition if possible we would like the CCTV feed from the corridor to appear on the security monitor in the ED waiting room. Preferably replace the feed from the bottom Left hand side. This will give us some additional oversight of the patients in the corridor.

I would suggest that we leave the tent in the interim in case we have an influx of patients as the weather gets colder and we need a plan B – if this is the case could someone look into some heating options for that space?

If all happy we would plan to move to the new arrangement in the coming week or two as weather changes. Noting if we have a sudden drop in temperature I would like permission to make the immediate change as required. Could you please advise support to proceed with that plan?

Thanks

Nicole Slater

Assistant Director of Nursing

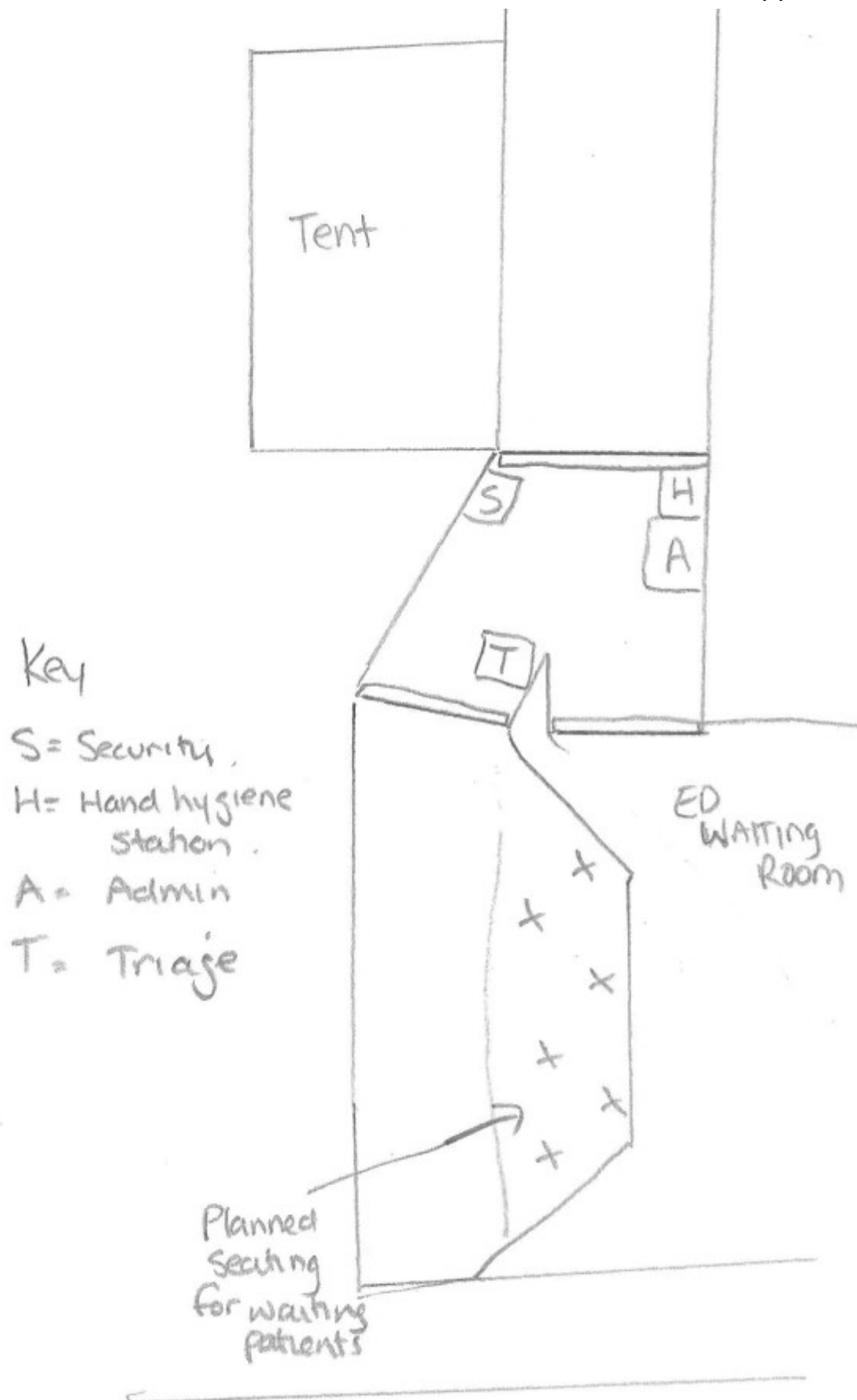
Phone: 02 5124 5815 | Mobile: Schedule 2.2(a)(ii) | Email: nicole.slater@act.gov.au

Emergency Department | Canberra Health Services | ACT Government

Yamba Dr Garran, ACT, 2605 | health.act.gov.au

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From: Samara, Rohan (Health) <Rohan.Samara@act.gov.au>

Sent: Thursday, 10 February 2022 9:59 AM

To: Slater, Nicole (Health) <Nicole.Slater@act.gov.au>; Mooney, Chris (Health) <Chris.Mooney@act.gov.au>; Young, Marissa (Health) <Marissa.Young@act.gov.au>; Gomes, Dario (Health) <Dario.Gomes@act.gov.au>; Warylo, Michael

(Health) <Michael.Warylo@act.gov.au>

Cc: Scanlan, Samuel (Health) <Samuel.Scanlan@act.gov.au>

Subject: RE: triage covid tent in ED

OFFICIAL

Thanks Nicole for meeting yesterday about the positioning of the screening Officer.

We are happy for them to move to the other side. We will just need to get power to that side.....maybe a power lead run over the door or under a mat to the ED triage entry? This is for the heating that we provided them last winter. Can Dave Gilbert's team organise this? Also, the Officer and desk will need to be in view of the CCTV camera, so the desk will need to be closer to the ED triage than the entry.

Many thanks,

Rohan

Rohan Samara

Assistant Director Security Operations

Operational Support Services

Infrastructure and Health Support Services | Canberra Health Services | ACT Government

T: [\(02\) 5124 8704](tel:0251248704) | M: Schedule 2.2(a)(ii) | E: rohan.samara@act.gov.au

Security Operations Centre, Building 3, Level 1, Canberra Hospital, Yamba Drive Garran ACT 2605

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From: Slater, Nicole (Health) <Nicole.Slater@act.gov.au>

Sent: Wednesday, 9 February 2022 12:49 PM

To: Samara, Rohan (Health) <Rohan.Samara@act.gov.au>; Mooney, Chris (Health) <Chris.Mooney@act.gov.au>; Young, Marissa (Health) <Marissa.Young@act.gov.au>; Gomes, Dario (Health) <Dario.Gomes@act.gov.au>; Warylo, Michael (Health) <Michael.Warylo@act.gov.au>

Cc: Scanlan, Samuel (Health) <Samuel.Scanlan@act.gov.au>

Subject: RE: triage covid tent in ED

OFFICIAL

Dear Rohan

4:30pm would be great. Michael would you be available to attend today?

Thanks

Nicole Slater

Assistant Director of Nursing

Phone: 02 5124 5815 | Mobile: Schedule 2.2(a)(ii) | Email: nicole.slater@act.gov.au

Emergency Department | Canberra Health Services | ACT Government

Yamba Dr Garran, ACT, 2605 | health.act.gov.au

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From: Samara, Rohan (Health) <Rohan.Samara@act.gov.au>
Sent: Wednesday, 9 February 2022 12:48 PM
To: Slater, Nicole (Health) <Nicole.Slater@act.gov.au>; Mooney, Chris (Health) <Chris.Mooney@act.gov.au>; Young, Marissa (Health) <Marissa.Young@act.gov.au>; Gomes, Dario (Health) <Dario.Gomes@act.gov.au>
Cc: Scanlan, Samuel (Health) <Samuel.Scanlan@act.gov.au>
Subject: RE: triage covid tent in ED

OFFICIAL

Hi Nicole,

I can come up and meet you. How does 4:30pm sound?

You may want to discuss with Michael Warylo as this is also a fire egress I believe.

Many thanks,

Rohan

Rohan Samara

Assistant Director Security Operations
Operational Support Services

Infrastructure and Health Support Services | Canberra Health Services | ACT Government

T: (02) 5124 8704 | M: Schedule 2.2(a)(ii) | E: rohan.samara@act.gov.au

Security Operations Centre, Building 3, Level 1, Canberra Hospital, Yamba Drive Garran ACT 2605

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND



ACT
Government

**Canberra Health
Services**

From: Slater, Nicole (Health) <Nicole.Slater@act.gov.au>
Sent: Wednesday, 9 February 2022 12:26 PM
To: Mooney, Chris (Health) <Chris.Mooney@act.gov.au>; Young, Marissa (Health) <Marissa.Young@act.gov.au>; Samara, Rohan (Health) <Rohan.Samara@act.gov.au>; Gomes, Dario (Health) <Dario.Gomes@act.gov.au>
Cc: Scanlan, Samuel (Health) <Samuel.Scanlan@act.gov.au>
Subject: RE: triage covid tent in ED

OFFICIAL

Dear Chris

We are aware that we will need to speak to Dave Gilbert and team re actual tent.

There had been discussion of the corridor that we have blocked being an alternative for bad weather to keep the patients who require isolating. This would mean setting up this space and working out where best the nurse would sit compared with the current security/admin screening point. The nurse would need to be able to visualise that corridor space and still be able to greet patients to do the early screening. Is it possible to catch up with someone from the security team to see where the screening point is best located if we move this triage point inside to the entrance of the corridor.

Kind regards

Nicole Slater

Assistant Director of Nursing

Phone: 02 5124 5815 | Mobile: Schedule 2.2(a)(ii) | Email: nicole.slater@act.gov.au

Emergency Department | Canberra Health Services | ACT Government

Yamba Dr Garran, ACT, 2605 | health.act.gov.au

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From: Mooney, Chris (Health) <Chris.Mooney@act.gov.au>

Sent: Wednesday, 9 February 2022 11:45 AM

To: Young, Marissa (Health) <Marissa.Young@act.gov.au>; Samara, Rohan (Health) <Rohan.Samara@act.gov.au>; Gomes, Dario (Health) <Dario.Gomes@act.gov.au>

Cc: Slater, Nicole (Health) <Nicole.Slater@act.gov.au>; Scanlan, Samuel (Health) <Samuel.Scanlan@act.gov.au>

Subject: RE: triage covid tent in ED

OFFICIAL

Hi Marissa

Thanks for reaching out. Dave Gilbert's team can assist with the tent etc.

In terms of the lockdown procedure, pressing the lockdown button will not prevent staff from moving around ED.

The lockdown button only deactivates the Push to Exit buttons and automated sensors. It does not deactivate card readers (due to fire compliance). It will also not stop doors from opening on a fire alarm. The intent is to stop people who do not have an access pass from being able to move around.

Dario can organise a demonstration if you'd like.

Regards,

Chris Mooney | Director, Protective Services | Agency Security Advisor

Infrastructure and Health Support Services | Canberra Health Services | ACT Government

Security: (02) 512 45145 | **Direct:** (02) 512 49701 | **E:** chris.mooney@act.gov.au

Security Operations Centre | Canberra Hospital Building 3, Level 1 | Bateson Road, Garran ACT 2605

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From: Young, Marissa (Health) <Marissa.Young@act.gov.au>

Sent: Tuesday, 8 February 2022 4:32 PM

To: Samara, Rohan (Health) <Rohan.Samara@act.gov.au>; Mooney, Chris (Health) <Chris.Mooney@act.gov.au>; Gomes, Dario (Health) <Dario.Gomes@act.gov.au>

Cc: Slater, Nicole (Health) <Nicole.Slater@act.gov.au>; Scanlan, Samuel (Health) <Samuel.Scanlan@act.gov.au>

Subject: triage covid tent in ED

OFFICIAL

Hi Rohan and Chris,

Could you please advise who I need to speak to from security regarding moving the covid space into the ED triage corridor behind the security admin check in area. As it is getting colder, the staff and patients will need somewhere else to wait separate to the rest of the waiting area.

I also need to speak with one of you about the lock down procedure and whether this will lockdown the airlock area, preventing those staff from moving in or out.

Kind regards,

Marissa Young RN 3.2 | CNC Emergency Department

Mobile: Schedule 2.2(a)(ii) | Phone: 02 512 42755

Email: marissa.young@act.gov.au

Division of Medicine | Canberra Health Services | ACT Government

Building 1, Level 2, Canberra Hospital PO Box 11, Woden ACT 2606 | health.act.gov.au

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Mon 07-Mar-2022

Customer ID: C27169

Tax Invoice: 78529

CUSTOMER DETAILS			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Contact:		62050897	

DELIVERY ADDRESS			
CH COVID19 Screening Tents'			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Site Contact:	MICHAEL Warylo		

Delivery Date:	Mon 07-Mar-2022	Return Date:	Sun 13-Mar-2022	Print Date:	10/04/2022
Event Start Date:	Mon 07-Mar-2022	Event End Date:	Sun 13-Mar-2022		
Delivery Method:	BARLENS DELIVERY	Salesperson:	IT	Purchase Order:	MICHAEL

QTY:	DESCRIPTION:	UNIT PRICE	EXT HIRE	TOTAL:
1	6M X 3M HOECKER PAVILION			
1	P SERIES CLEAR WALL 3M			
10	#WEIGHT CONCRETE 200kg			
1	EVAPORATIVE COOLER/HEATER			
26	1.8m RECTANGULAR TABLE			
98	BARREL WHITE CHAIR			
1	SATURDAY BUMP OUT OF MARQUEES 4 XGUYS 5 HOURS @93.5 PER HOUR			
1	CUSTOM LEGS TO MAKE MARQUEE TALLER			

**Schedule 2.2(a)(xi),
Schedule 2.2(a)(xiii)**

Notes

Sub Total
 Damage Insurance
 Total
 Included GST in Total
 Payments
 Balance Outstanding

**Schedule 2.2(a)(xi),
Schedule 2.2(a)(xiii)**

PAYMENT DETAILS: Please note a credit card surcharge will apply Mastercard/Visa 1%, American Express 1.75%

BY PHONE: Please call 02 6206 2000 and have your credit card and drivers license details ready.

CREDIT CARD: I/We authorise Barlens to charge the following credit card in the amount of: \$.....(PLUS SURCHARGE)

Credit Card No:.....Exp/..... Visa Mastercard Amex (please circle)

Name:.....Signature:.....

EFT: Schedule 2.2(a)(ii)

Mon 14-Mar-2022

Customer ID: C27169

Tax Invoice: 78530

CUSTOMER DETAILS			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Contact:	62050897		

DELIVERY ADDRESS			
CH COVID19 Screening Tents'			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Site Contact:	MICHAEL Warylo		

Delivery Date: Mon 14-Mar-2022	Return Date: Sun 20-Mar-2022	Print Date: 10/04/2022
Event Start Date: Mon 14-Mar-2022	Event End Date: Sun 20-Mar-2022	
Delivery Method: BARLENS DELIVERY	Salesperson: IT	Purchase Order: MICHAEL

QTY:	DESCRIPTION:	UNIT PRICE	EXT HIRE	TOTAL:
1	6M X 3M HOECKER PAVILION			
1	P SERIES CLEAR WALL 3M			
10	#WEIGHT CONCRETE 200kg			
1	EVAPORATIVE COOLER/HEATER			
26	1.8m RECTANGULAR TABLE			
98	BARREL WHITE CHAIR			
1	CUSTOM LEGS TO MAKE MARQUEE TALLER			

Schedule 2.2(a)(xi),
Schedule 2.2(a)(xiii)

Notes

Sub Total
Damage Insurance
Total
Included GST in Total
Payments
Balance Outstanding

Schedule 2.2(a)(xi),
Schedule 2.2(a)(xiii)

PAYMENT DETAILS: Please note a credit card surcharge will apply Mastercard/Visa 1%, American Express 1.75%

BY PHONE: Please call 02 6206 2000 and have your credit card and drivers license details ready.

CREDIT CARD: We authorise Barlens to charge the following credit card in the amount of: \$.....(PLUS SURCHARGE)

Credit Card No:.....Exp/..... Visa Mastercard Amex (please circle)

Name:.....Signature:.....

EFT: Schedule 2.2(a)(ii)

From: Warylo, Michael (Health)
Sent: Tuesday, 15 March 2022 2:42 PM
To: Harding, Scott (Health); Gilbert, Dave (Health)
Cc: Slater, Nicole (Health)
Subject: RE: Tent outside ED

OFFICIAL

Scott, Dave

Are either of you able to assist with providing a heating option for the below?. I understand that the current cooling option is provided by Barlen's Hire and from experience they do not provide a robust heating solution.

If a solution is provided, I can organise for the current cooling option to be removed

Thanks in advance.

Michael Warylo | Assistant Director, Fire Safety & Transport

Operational Support Services | Infrastructure and Health Support Services | Canberra Health Services | ACT Government

T: 02 512 49797 | M: Schedule 2.2(a)(ii) | E: Michael.Warylo@act.gov.au

Canberra Hospital Building 3, Level 1, Yamba Drive Garran ACT 2605 | health.act.gov.au

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From: Slater, Nicole (Health) <Nicole.Slater@act.gov.au>
Sent: Thursday, 10 March 2022 12:23 PM
To: Warylo, Michael (Health) <Michael.Warylo@act.gov.au>
Subject: Tent outside ED

OFFICIAL

Dear Michael

I am wondering if you could help me or point me in the right direction.

We have moved patients inside to the corridor behind the waiting room who need segregation away from others due to the current weather.

We want to keep the tent in the interim given we don't know if we will have a blow out of numbers. However the air con looks like it has been disconnected and hose on the ground.

We probably could remove the aircon.

Is there a heating option that we can look at in the event we need the tent in cooler weather?

Kind regards

Nicole Slater

Assistant Director of Nursing

Phone: 02 5124 5815 | Mobile: Schedule 2.2(a)(ii) | Email: nicole.slater@act.gov.au

Emergency Department | Canberra Health Services | ACT Government

Yamba Dr Garran, ACT, 2605 | health.act.gov.au

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Mon 21-Mar-2022

Customer ID: C27169

Tax Invoice: 78528

CUSTOMER DETAILS			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Contact:		62050897	

DELIVERY ADDRESS			
CH COVID19 Screening Tents'			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Site Contact:	MICHAEL Warylo		

Delivery Date: Mon 21-Mar-2022	Return Date: Sun 27-Mar-2022	Print Date: 10/04/2022
Event Start Date: Mon 21-Mar-2022	Event End Date: Sun 27-Mar-2022	
Delivery Method: BARLENS DELIVERY	Salesperson: IT	Purchase Order: MICHAEL

QTY:	DESCRIPTION:	UNIT PRICE	EXT HIRE	TOTAL:
1	6M X 3M HOECKER PAVILION			
1	P SERIES CLEAR WALL 3M			
10	#WEIGHT CONCRETE 200kg			
1	EVAPORATIVE COOLER/HEATER			
26	1.8m RECTANGULAR TABLE			
98	BARREL WHITE CHAIR			
1	CUSTOM LEGS TO MAKE MARQUEE TALLER			

Schedule 2.2(a)(xi),
Schedule 2.2(a)(xiii)

Notes

Sub Total	
Damage Insurance	
Total	
Included GST in Total	
Payments	
Balance Outstanding	

Schedule 2.2(a)(xi),
Schedule 2.2(a)(xiii)

PAYMENT DETAILS: Please note a credit card surcharge will apply Mastercard/Visa 1%, American Express 1.75%

BY PHONE: Please call 02 6206 2000 and have your credit card and drivers license details ready.

CREDIT CARD: I/We authorise Barlens to charge the following credit card in the amount of: \$.....(PLUS SURCHARGE)

Credit Card No:.....Exp...../..... Visa Mastercard Amex (please circle)

Name:.....Signature:.....

EFT Schedule 2.2(a)(ii)

Mon 28-Mar-2022

Customer ID: C27169

Tax Invoice: 78531

CUSTOMER DETAILS			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Contact:		62050897	

DELIVERY ADDRESS			
CH COVID19 Screening Tents'			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Site Contact:	MICHAEL Warylo		

Delivery Date: Mon 28-Mar-2022	Return Date: Sun 03-Apr-2022	Print Date: 10/04/2022
Event Start Date: Mon 28-Mar-2022	Event End Date: Sun 03-Apr-2022	
Delivery Method: BARLENS DELIVERY	Salesperson: IT	Purchase Order: MICHAEL

QTY:	DESCRIPTION:	UNIT PRICE	EXT HIRE	TOTAL:
1	6M X 3M HOECKER PAVILION	Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)		
1	P SERIES CLEAR WALL 3M			
10	#WEIGHT CONCRETE 200kg			
1	EVAPORATIVE COOLER/HEATER			
26	1.8m RECTANGULAR TABLE			
98	BARREL WHITE CHAIR			
1	CUSTOM LEGS TO MAKE MARQUEE TALLER			

Notes

Sub Total
 Damage Insurance
 Total
 Included GST in Total
 Payments
 Balance Outstanding

Schedule 2.2(a)(xi),
Schedule 2.2(a)(xiii)

PAYMENT DETAILS: Please note a credit card surcharge will apply Mastercard/Visa 1%, American Express 1.75%

BY PHONE: Please call 02 6206 2000 and have your credit card and drivers license details ready.

CREDIT CARD: We authorise Barlens to charge the following credit card in the amount of: \$.....(PLUS SURCHARGE)

Credit Card No:.....Exp/..... Visa Mastercard Amex (please circle)

Name:.....Signature:.....

EFT Schedule 2.2(a)(ii)

Mon 04-Apr-2022

Customer ID: C27169

Tax Invoice: 78579

CUSTOMER DETAILS			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Contact:		62050897	

DELIVERY ADDRESS			
CH COVID19 Screening Tents			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Site Contact:	MICHAEL		

Delivery Date: Mon 04-Apr-2022	Return Date: Sun 10-Apr-2022	Print Date: 30/04/2022
Event Start Date: Mon 04-Apr-2022	Event End Date: Sun 10-Apr-2022	
Delivery Method: BARLENS DELIVERY	Salesperson: IT	Purchase Order: MICHAEL

QTY:	DESCRIPTION:	UNIT PRICE	EXT HIRE	TOTAL:
1	6M X 3M HOECKER PAVILION			
1	P SERIES CLEAR WALL 3M			
10	#WEIGHT CONCRETE 200kg			
1	EVAPORATIVE COOLER/HEATER			
22	1.8m RECTANGULAR TABLE			
90	BARREL WHITE CHAIR			
1	CUSTOM LEGS TO MAKE MARQUEE TALLER			

Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)

Notes

Sub Total
 Damage Insurance
 Total
 Included GST in Total
 Payments
 Balance Outstanding

Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)

PAYMENT DETAILS: Please note a credit card surcharge will apply Mastercard/Visa 1%, American Express 1.75%

BY PHONE: Please call 02 6206 2000 and have your credit card and drivers license details ready.

CREDIT CARD: I/We authorise Barlens to charge the following credit card in the amount of: \$.....(PLUS SURCHARGE)

Credit Card No:.....Exp/..... Visa Mastercard Amex (please circle)

Name:.....Signature:.....

EFT: **Schedule 2.2(a)(ii)** REF:78579

From: Young, Marissa (Health)
Sent: Friday, 8 April 2022 12:55 PM
To: Warylo, Michael (Health); Gomes, Dario (Health); Oldfield, Andrew (Health)
Cc: Harding, Scott (Health); Russell-Brown, Josie (Health)
Subject: RE: heating for the ED tent

OFFICIAL

Hi Michael,

There is a pile of equipment, roles of lino etc that is separated from the equipment to throw out (that Andrew Oldfield knows about) that is not for disposal. Could you please liaise with him what is to be kept and what is to be thrown out.

Thanks,

Kind regards,

Marissa Young RN 3.2 | A/G ADON Emergency Department

Mobile: Schedule 2.2(a)(ii) | Phone: 02 512 45815

Email: marissa.young@act.gov.au

Division of Medicine | Canberra Health Services | ACT Government

Building 1, Level 2, Canberra Hospital PO Box 11, Woden ACT 2606 | health.act.gov.au

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From: Warylo, Michael (Health) <Michael.Warylo@act.gov.au>
Sent: Friday, 8 April 2022 8:57 AM
To: Young, Marissa (Health) <Marissa.Young@act.gov.au>; Gomes, Dario (Health) <Dario.Gomes@act.gov.au>
Cc: Harding, Scott (Health) <Scott.Harding@act.gov.au>
Subject: RE: heating for the ED tent

OFFICIAL

Hi Marissa

I spoke to Barlen's Hire this morning and they have a heating solution for the tent (straight swap for the cooling unit). They will be out today to switch it over. I will come up after they swap it to review.

Scott

The table and chairs from beneath B12 will also be picked up today.

Michael Warylo | Assistant Director, Fire Safety & Transport

Operational Support Services | Infrastructure and Health Support Services | Canberra Health Services | ACT Government

T: 02 512 49797 | M: Schedule 2.2(a)(ii) | E: Michael.Warylo@act.gov.au

Canberra Hospital Building 3, Level 1, Yamba Drive Garran ACT 2605 | health.act.gov.au

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

From: Young, Marissa (Health) <Marissa.Young@act.gov.au>
Sent: Thursday, 7 April 2022 2:57 PM
To: Gomes, Dario (Health) <Dario.Gomes@act.gov.au>; Warylo, Michael (Health) <Michael.Warylo@act.gov.au>
Subject: heating for the ED tent

OFFICIAL

Hi Dario and Michael,

I know that Nicole spoke with one of you about heating for our ED tent area given how cold it is getting, however I am not sure which one!

I am just wondering where we are at with this and if we have any options. We can also remove the air con unit we have there as it has been turned off for the last several weeks.

Kind regards,

Marissa Young RN 3.2 | CNC Emergency Department

Mobile: Schedule 2.2(a)(ii) | Phone: 02 512 42755

Email: marissa.young@act.gov.au

Division of Medicine | Canberra Health Services | ACT Government

Building 1, Level 2, Canberra Hospital PO Box 11, Woden ACT 2606 | health.act.gov.au

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Mon 11-Apr-2022

Customer ID: C27169

Tax Invoice: 78580

CUSTOMER DETAILS			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Contact:		62050897	

DELIVERY ADDRESS			
CH COVID19 Screening Tents'			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Site Contact:	MICHAEL		

Delivery Date: Mon 11-Apr-2022	Return Date: Sun 17-Apr-2022	Print Date: 30/04/2022
Event Start Date: Mon 11-Apr-2022	Event End Date: Sun 17-Apr-2022	
Delivery Method: BARLENS DELIVERY	Salesperson: IT	Purchase Order: MICHAEL

QTY:	DESCRIPTION:	UNIT PRICE	EXT HIRE	TOTAL:
1	6M X 3M HOECKER PAVILION			
1	P SERIES CLEAR WALL 3M			
10	#WEIGHT CONCRETE 200kg			
1	EVAPORATIVE COOLER/HEATER			
22	1.8m RECTANGULAR TABLE			
90	BARREL WHITE CHAIR			
1	CUSTOM LEGS TO MAKE MARQUEE TALLER			

Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)

Notes

Sub Total
 Damage Insurance
 Total
 Included GST in Total
 Payments
 Balance Outstanding

Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)

PAYMENT DETAILS: Please note a credit card surcharge will apply Mastercard/Visa 1%, American Express 1.75%

BY PHONE: Please call 02 6206 2000 and have your credit card and drivers license details ready.

CREDIT CARD: I/We authorise Barlens to charge the following credit card in the amount of: \$.....(PLUS SURCHARGE)

Credit Card No:.....Exp/..... Visa Mastercard Amex (please circle)

Name:.....Signature:.....

EFT: Schedule 2.2(a)(ii) REF:78580

Mon 18-Apr-2022

Customer ID: C27169

Tax Invoice: 78581

CUSTOMER DETAILS			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Contact:		62050897	

DELIVERY ADDRESS			
CH COVID19 Screening Tents'			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Site Contact:	MICHAEL		

Delivery Date: Mon 18-Apr-2022	Return Date: Sun 24-Apr-2022	Print Date: 30/04/2022
Event Start Date: Mon 18-Apr-2022	Event End Date: Sun 24-Apr-2022	
Delivery Method: BARLENS DELIVERY	Salesperson: IT	Purchase Order: MICHAEL

QTY:	DESCRIPTION:	UNIT PRICE	EXT HIRE	TOTAL:
1	6M X 3M HOECKER PAVILION			
1	P SERIES CLEAR WALL 3M			
10	#WEIGHT CONCRETE 200kg			
1	EVAPORATIVE COOLER/HEATER			
22	1.8m RECTANGULAR TABLE			
90	BARREL WHITE CHAIR			
1	CUSTOM LEGS TO MAKE MARQUEE TALLER			

Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)

Notes

Sub Total
 Damage Insurance
 Total
 Included GST in Total
 Payments
 Balance Outstanding

Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)

PAYMENT DETAILS: Please note a credit card surcharge will apply Mastercard/Visa 1%, American Express 1.75%

BY PHONE: Please call 02 6206 2000 and have your credit card and drivers license details ready.

CREDIT CARD: I/We authorise Barlens to charge the following credit card in the amount of: \$.....(PLUS SURCHARGE)

Credit Card No:.....Exp/..... Visa Mastercard Amex (please circle)

Name:.....Signature:.....

EFT: Schedule 2.2(a)(ii) REF:78581

Mon 25-Apr-2022

Customer ID: C27169

Tax Invoice: 78582

CUSTOMER DETAILS			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Contact:		62050897	

DELIVERY ADDRESS			
CH COVID19 Screening Tents'			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Site Contact:	MICHAEL		

Delivery Date: Mon 25-Apr-2022	Return Date: Sun 01-May-2022	Print Date: 30/04/2022
Event Start Date: Mon 25-Apr-2022	Event End Date: Sun 01-May-2022	
Delivery Method: BARLENS DELIVERY	Salesperson: IT	Purchase Order: MICHAEL

QTY:	DESCRIPTION:	UNIT PRICE	EXT HIRE	TOTAL:
1	6M X 3M HOECKER PAVILION			
1	P SERIES CLEAR WALL 3M			
10	#WEIGHT CONCRETE 200kg			
1	EVAPORATIVE COOLER/HEATER			
22	1.8m RECTANGULAR TABLE			
90	BARREL WHITE CHAIR			
1	CUSTOM LEGS TO MAKE MARQUEE TALLER			

Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)

Notes

Sub Total
 Damage Insurance
 Total
 Included GST in Total
 Payments
 Balance Outstanding

Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)

PAYMENT DETAILS: Please note a credit card surcharge will apply Mastercard/Visa 1%, American Express 1.75%

BY PHONE: Please call 02 6206 2000 and have your credit card and drivers license details ready.

CREDIT CARD: I/We authorise Barlens to charge the following credit card in the amount of: \$.....(PLUS SURCHARGE)

Credit Card No:.....Exp/..... Visa Mastercard Amex (please circle)

Name:.....Signature:.....

EFT: Schedule 2.2(a)(ii) REF:78582

Mon 02-May-2022

Customer ID: C27169

Tax Invoice: 78583

CUSTOMER DETAILS			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Contact:		62050897	

DELIVERY ADDRESS			
CH COVID19 Screening Tents'			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Site Contact:	MICHAEL		

Delivery Date: Mon 02-May-2022	Return Date: Sun 08-May-2022	Print Date: 30/04/2022
Event Start Date: Mon 02-May-2022	Event End Date: Sun 08-May-2022	
Delivery Method: BARLENS DELIVERY	Salesperson: IT	Purchase Order: MICHAEL

QTY:	DESCRIPTION:	UNIT PRICE	EXT HIRE	TOTAL:
1	6M X 3M HOECKER PAVILION			
1	P SERIES CLEAR WALL 3M			
10	#WEIGHT CONCRETE 200kg			
1	EVAPORATIVE COOLER/HEATER			
22	1.8m RECTANGULAR TABLE			
90	BARREL WHITE CHAIR			
1	CUSTOM LEGS TO MAKE MARQUEE TALLER			

Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)

Notes

Sub Total
 Damage Insurance
 Total
 Included GST in Total
 Payments
 Balance Outstanding

Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)

PAYMENT DETAILS: Please note a credit card surcharge will apply Mastercard/Visa 1%, American Express 1.75%

BY PHONE: Please call 02 6206 2000 and have your credit card and drivers license details ready.

CREDIT CARD: I/We authorise Barlens to charge the following credit card in the amount of: \$.....(PLUS SURCHARGE)

Credit Card No:.....Exp/..... Visa Mastercard Amex (please circle)

Name:.....Signature:.....

EFT: Schedule 2.2(a)(ii) REF:78583

Mon 09-May-2022

Customer ID: C27169

Tax Invoice: 78584

CUSTOMER DETAILS			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Contact:		62050897	

DELIVERY ADDRESS			
CH COVID19 Screening Tents'			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Site Contact:	MICHAEL		

Delivery Date: Mon 09-May-2022	Return Date: Sun 15-May-2022	Print Date: 30/04/2022
Event Start Date: Mon 09-May-2022	Event End Date: Sun 15-May-2022	
Delivery Method: BARLENS DELIVERY	Salesperson: IT	Purchase Order: MICHAEL

QTY:	DESCRIPTION:	UNIT PRICE	EXT HIRE	TOTAL:
1	6M X 3M HOECKER PAVILION			
1	P SERIES CLEAR WALL 3M			
10	#WEIGHT CONCRETE 200kg			
1	EVAPORATIVE COOLER/HEATER			
22	1.8m RECTANGULAR TABLE			
90	BARREL WHITE CHAIR			
1	CUSTOM LEGS TO MAKE MARQUEE TALLER			

Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)

Notes

Sub Total
 Damage Insurance
 Total
 Included GST in Total
 Payments
 Balance Outstanding

Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)

PAYMENT DETAILS: Please note a credit card surcharge will apply Mastercard/Visa 1%, American Express 1.75%

BY PHONE: Please call 02 6206 2000 and have your credit card and drivers license details ready.

CREDIT CARD: I/We authorise Barlens to charge the following credit card in the amount of: \$.....(PLUS SURCHARGE)

Credit Card No:.....Exp/..... Visa Mastercard Amex (please circle)

Name:.....Signature:.....

EFT: Schedule 2.2(a)(ii) REF:78584

Mon 16-May-2022

Customer ID: C27169

Tax Invoice: 78585

CUSTOMER DETAILS			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Contact:		62050897	

DELIVERY ADDRESS			
CH COVID19 Screening Tents'			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Site Contact:	MICHAEL		

Delivery Date: Mon 16-May-2022	Return Date: Sun 22-May-2022	Print Date: 30/04/2022
Event Start Date: Mon 16-May-2022	Event End Date: Sun 22-May-2022	
Delivery Method: BARLENS DELIVERY	Salesperson: IT	Purchase Order: MICHAEL

QTY:	DESCRIPTION:	UNIT PRICE	EXT HIRE	TOTAL:
1	6M X 3M HOECKER PAVILION			
1	P SERIES CLEAR WALL 3M			
10	#WEIGHT CONCRETE 200kg			
1	EVAPORATIVE COOLER/HEATER			
22	1.8m RECTANGULAR TABLE			
90	BARREL WHITE CHAIR			
1	CUSTOM LEGS TO MAKE MARQUEE TALLER			

Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)

Notes

Sub Total
 Damage Insurance
 Total
 Included GST in Total
 Payments
 Balance Outstanding

Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)

PAYMENT DETAILS: Please note a credit card surcharge will apply Mastercard/Visa 1%, American Express 1.75%

BY PHONE: Please call 02 6206 2000 and have your credit card and drivers license details ready.

CREDIT CARD: I/We authorise Barlens to charge the following credit card in the amount of: \$.....(PLUS SURCHARGE)

Credit Card No:.....Exp/..... Visa Mastercard Amex (please circle)

Name:.....Signature:.....

EFT: Schedule 2.2(a)(ii) REF:78585

Mon 23-May-2022

Customer ID: C27169

Tax Invoice: 78586

CUSTOMER DETAILS			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Contact:		62050897	

DELIVERY ADDRESS			
CH COVID19 Screening Tents'			
ACT HEALTH CANBERRA HOSPITAL			
GARRAN	ACT	2605	
Site Contact:	MICHAEL		

Delivery Date: Mon 23-May-2022	Return Date: Sun 29-May-2022	Print Date: 30/04/2022
Event Start Date: Mon 23-May-2022	Event End Date: Sun 29-May-2022	
Delivery Method: BARLENS DELIVERY	Salesperson: IT	Purchase Order: MICHAEL

QTY:	DESCRIPTION:	UNIT PRICE	EXT HIRE	TOTAL:
1	6M X 3M HOECKER PAVILION			
1	P SERIES CLEAR WALL 3M			
10	#WEIGHT CONCRETE 200kg			
1	EVAPORATIVE COOLER/HEATER			
22	1.8m RECTANGULAR TABLE			
90	BARREL WHITE CHAIR			
1	CUSTOM LEGS TO MAKE MARQUEE TALLER			

Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)

Notes

Sub Total
Damage Insurance
Total

Included GST in Total
Payments
Balance Outstanding

Schedule 2.2(a)(xi), Schedule 2.2(a)(xiii)

PAYMENT DETAILS: Please note a credit card surcharge will apply Mastercard/Visa 1%, American Express 1.75%

BY PHONE: Please call 02 6206 2000 and have your credit card and drivers license details ready.

CREDIT CARD: I/We authorise Barlens to charge the following credit card in the amount of: \$.....(PLUS SURCHARGE)

Credit Card No:.....Exp/..... Visa Mastercard Amex (please circle)

Name:.....Signature:.....

EFT: Schedule 2.2(a)(ii) REF:78586

From: Warylo, Michael (Health)
Sent: Wednesday, 8 June 2022 12:44 PM
To: Wentworth, Robyn (Health)
Cc: Mooney, Chris; Gomes, Dario (Health)
Subject: RE: Air conditioning
Attachments: Removal of tent at ED triage

OFFICIAL

Good Afternoon Robyn

The tent was installed on 29 December 2021 at approximately 17:00hrs and was removed from site on the morning of 7 May 2022. I understand use of the tent ceased before this date (see attached).

Michael Warylo | Assistant Director, Fire Safety & Transport

Operational Support Services | Infrastructure and Health Support Services | Canberra Health Services | ACT Government

T: 02 512 49797 | M: Schedule 2.2(a)(ii) | E: Michael.Warylo@act.gov.au

Canberra Hospital Building 3, Level 1, Yamba Drive Garran ACT 2605 | health.act.gov.au

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND



From: Gomes, Dario (Health) <Dario.Gomes@act.gov.au>
Sent: Wednesday, 8 June 2022 12:35 PM
To: Warylo, Michael (Health) <Michael.Warylo@act.gov.au>
Cc: Mooney, Chris (Health) <Chris.Mooney@act.gov.au>
Subject: FW: Air conditioning

OFFICIAL

Good afternoon Michael,

As requested, I can confirm that Barlens Contractors setup the ED tent on 29th December 2021 at approximately 17:00hrs.

Regards
Dario

Dario Gomes | Assistant Director Security Planning & Design

P: (02) 512 45145 | M: Schedule 2.2(a)(ii) | E: dario.gomes@act.gov.au

Operational Support Services | Canberra Health Services | ACT Government

GPO Box 825 Canberra ACT 2601 | www.health.act.gov.au

ACT Security Consultant Licence: #17727119

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

From: Scanlan, Samuel (Health) <Samuel.Scanlan@act.gov.au>
Sent: Sunday, 2 January 2022 6:09 PM
To: Gomes, Dario (Health) <Dario.Gomes@act.gov.au>; Tarbuck, Chris (Health) <Chris.Tarbuck@act.gov.au>
Cc: Martin, Erin (Health) <Erin.Martin@act.gov.au>; Young, Marissa (Health) <Marissa.Young@act.gov.au>; Slater, Nicole (Health) <Nicole.Slater@act.gov.au>
Subject: Air conditioning

OFFICIAL

Hi Dario and Chris,

The tent that has been set up outside ED is working well.

I have received some feedback that it is getting hot on occasions (despite the shade).

I was wondering about the possibility for a portable/mobile air conditioning unit that might be able to be placed in the area.

Cheers

Sam

Dr Sam Scanlan, B Med, FACEM
Senior Staff Specialist - Emergency Medicine
Clinical Director ED
Canberra Health Services

From: Young, Marissa (Health)
Sent: Wednesday, 13 April 2022 5:31 PM
To: Samara, Rohan; Gomes, Dario (Health); Warylo, Michael (Health)
Cc: Scanlan, Samuel (Health)
Subject: Removal of tent at ED triage

OFFICIAL

Hi Team,

We have decided today at ED leadership to discontinue using the tent outside triage for respiratory patients, effective immediately.

Could you please cancel the heater (which still hasn't arrived) and organise for removal of the air con unit and tent.

We will be putting covid positive patients in the front access corridor. All other patients can go via triage and wait in the main waiting room with a mask.

Could you ask your security guards at the door to stop asking patients about their respiratory status and we will triage them accordingly. All patients, as always need to wear a mask with respiratory and immunocompromised patients encouraged to use an N95. The triage nurses will take care of this.

Until the tent is removed, please ask that security do not sit patients there to wait for triage. We have spoken with the security guard on the door tonight and asked them to hand this over to the oncoming shift.

Thank you for your ongoing assistance,

Kind regards,

Marissa Young RN 3.2 | CNC Emergency Department

Mobile: Schedule 2.2(a)(ii) | Phone: 02 512 42755

Email: marissa.young@act.gov.au

Division of Medicine | Canberra Health Services | ACT Government

Building 1, Level 2, Canberra Hospital PO Box 11, Woden ACT 2606 | health.act.gov.au

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Schedule 1.6

Schedule 1.6

Schedule 1.6

Schedule 1.6

Schedule 1.6

From: Warylo, Michael (Health)
Sent: Monday, 31 October 2022 11:03 AM
To: Bale, Natalie (Health)
Cc: Ludvigson, John (Health)
Subject: FW: Removal of tent at ED triage

OFFICIAL

Hi Nat

Please see below

Michael Warylo | Assistant Director, Fire Safety & Transport

Operational Support Services | Infrastructure and Health Support Services | Canberra Health Services | ACT Government

T: 02 512 49797 | M: [Schedule 2.2\(a\)\(ii\)](#) | E: Michael.Warylo@act.gov.au

Canberra Hospital Building 3, Level 1, Yamba Drive Garran ACT 2605 | health.act.gov.au

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND



From: Young, Marissa (Health) <Marissa.Young@act.gov.au>
Sent: Thursday, 14 April 2022 8:05 AM
To: Warylo, Michael (Health) <Michael.Warylo@act.gov.au>
Subject: RE: Removal of tent at ED triage

OFFICIAL

Thanks Michael,
I thought that might be the case.

Kind regards,

Marissa Young RN 3.2 | A/G ADON Emergency Department

Mobile: [Schedule 2.2\(a\)\(ii\)](#) | Phone: 02 512 45815

Email: marissa.young@act.gov.au

Division of Medicine | Canberra Health Services | ACT Government

Building 1, Level 2, Canberra Hospital PO Box 11, Woden ACT 2606 | health.act.gov.au

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From: Warylo, Michael (Health) <Michael.Warylo@act.gov.au>
Sent: Thursday, 14 April 2022 7:31 AM
To: Young, Marissa (Health) <Marissa.Young@act.gov.au>; Samara, Rohan (Health) <Rohan.Samara@act.gov.au>; Gomes, Dario (Health) <Dario.Gomes@act.gov.au>

Cc: Scanlan, Samuel (Health) <Samuel.Scanlan@act.gov.au>

Subject: RE: Removal of tent at ED triage

OFFICIAL

Thank you Marissa for your email,

I will progress the removal of the tent. Given easter, I would not expect the tent to be removed for a week or so.

Michael Warylo | Assistant Director, Fire Safety & Transport

Operational Support Services | Infrastructure and Health Support Services | Canberra Health Services | ACT Government

T: 02 512 49797 | **M:** Schedule 2.2(a)(ii) | **E:** Michael.Warylo@act.gov.au

Canberra Hospital Building 3, Level 1, Yamba Drive Garran ACT 2605 | health.act.gov.au

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND



From: Young, Marissa (Health) <Marissa.Young@act.gov.au>

Sent: Wednesday, 13 April 2022 5:31 PM

To: Samara, Rohan (Health) <Rohan.Samara@act.gov.au>; Gomes, Dario (Health) <Dario.Gomes@act.gov.au>; Warylo, Michael (Health) <Michael.Warylo@act.gov.au>

Cc: Scanlan, Samuel (Health) <Samuel.Scanlan@act.gov.au>

Subject: Removal of tent at ED triage

OFFICIAL

Hi Team,

We have decided today at ED leadership to discontinue using the tent outside triage for respiratory patients, effective immediately.

Could you please cancel the heater (which still hasn't arrived) and organise for removal of the air con unit and tent.

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Could you ask your security guards at the door to stop asking patients about their respiratory status and we will triage them accordingly. All patients, as always need to wear a mask with respiratory and immunocompromised patients encouraged to use an N95. The triage nurses will take care of this.

Until the tent is removed, please ask that security do not sit patients there to wait for triage. We have spoken with the security guard on the door tonight and asked them to hand this over to the oncoming shift.

Thank you for your ongoing assistance,

Kind regards,

Marissa Young RN 3.2 | CNC Emergency Department

Mobile: Schedule 2.2(a)(ii) | Phone: 02 512 42755

Email: marissa.young@act.gov.au

Division of Medicine | Canberra Health Services | ACT Government

Building 1, Level 2, Canberra Hospital PO Box 11, Woden ACT 2606 | health.act.gov.au

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Schedule 1.6

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Schedule 1.6

Schedule 1.6

Schedule 1.6

Schedule 1.6

Schedule 1.6

Schedule 1.6

Schedule 1.6

Schedule 1.6

Schedule 1.6

From: STEPHEN-SMITH
Sent: Thursday, 23 February 2023 4:14 PM
To: ACT Health DLO; CHS DLO
Cc: Bransgrove, Meagen
Subject: FW: Surge Centre Converted into Accommodation at Stromlo Forest Park - Upcycling at its best

Hi both,

For appropriate follow up and advice, please.

Thanks,
Martin

Martin Elliffe (He/Him)

Office Manager | Office of Rachel Stephen-Smith MLA

Minister for Aboriginal and Torres Strait Islander Affairs | Minister for Families and Community Services |
Minister for Health

Member for Kurrajong

ACT Legislative Assembly, 196 London Circuit, Canberra ACT 2600 | P: (02) 6205 2661 | www.act.gov.au



From: STEEL <STEEL@act.gov.au>
Sent: Thursday, 23 February 2023 11:46 AM
To: STEPHEN-SMITH <STEPHEN-SMITH@act.gov.au>
Subject: FW: Surge Centre Converted into Accommodation at Stromlo Forest Park - Upcycling at its best

Good morning Martin,

I hope you've been having a good week!

We assume that you will not meet with the group.

Could you please provide information to Ms Clay and original email about what is being done with the materials?

Kind regards,
Tee

Teleatha Holohan

Office Manager

Office of Chris Steel MLA

Labor Member for Murrumbidgee

Minister for Transport and City Services

Minister for Skills

Special Minister of State

ACT Legislative Assembly

www.chrissteel.com.au



From: CLAY <CLAY@parliament.act.gov.au>
Sent: Thursday, 23 February 2023 11:31 AM
To: Stromlo Forest Park <StromloForestPark@act.gov.au>; STEEL <STEEL@act.gov.au>
Subject: FW: Surge Centre Converted into Accommodation at Stromlo Forest Park - Upcycling at its best

Hello Team Steel and Team Stromlo,

This useful suggestion came to me re. the use of the surge centre. Have you considered it and if it's not a good fit, are there other plans for that surge centre?

Kind regards,
Jo.

Jo Clay MLA
ACT Greens Member for Ginninderra
t: (02) 6205 0131 | e: Clay@parliament.act.gov.au

From: Schedule 2.2(a)(ii)
Sent: Thursday, 23 February 2023 11:25 AM
Subject: Surge Centre Converted into Accommodation at Stromlo Forest Park - Upcycling at its best

Some people who received this message don't often get email from kowalskitrailworks@grapevine.com.au. [Learn why this is important](#)

Caution: This email originated from outside of the ACT Government. Do not click links or open attachments unless you recognise the sender and know the content is safe. [Learn why this is important](#)

Hi there

I read today ACT Government have announced the Garran Surge Centre will close next week and the process of dismantling the pop-up hospital will begin thereafter.

I can see a great use for this structure as school and group accommodation at [Stromlo Forest Park](#).

In the same way as the Westside Container Village was upcycled and enjoys a new life as Handlebar and bike Shop, this structure could be re-imagined as accommodation at either the North or South Accommodation Precincts outlined in the SFP Masterplan.

While I am sure others will put their hand up for it, I think this could address a much needed accommodation shortfall for the venue and district.

(it won't fit in a skip, so put it to a great use)

Regards

Schedule
2.2(a)(ii)



ACCOMMODATION

WARNING
CERTIS SECURITY
NOU CERTIS



Canberra Health Services Directorate

UNCLASSIFIED

To: Minister for Health

Tracking No.: MCHS23/96 (CHSFOI22-23.37)

From: Dave Pepper, Chief Executive Officer

Subject: Freedom of Information application from Schedule 2.2(a)(ii) regarding any documents, ministerial briefing notes and correspondence about ventilation at the Garran Surge Centre

Critical Date: 1 March 2023

Critical Reason: FOI will be delivered to applicant on this day

Recommendation

That you note Canberra Health Services' response at Attachment A.

Noted / Please Discuss

Rachel Stephen-Smith MLA/...../.....

Minister's Office Feedback

UNCLASSIFIED

UNCLASSIFIED

Background

1. On Tuesday 10 January 2023, Schedule 2.2(a)(ii) submitted an access application under the *Freedom of Information Act 2016* (the Act) to Canberra Health Services (CHS) requesting;

'Any documents, ministerial briefing notes and correspondence held by any relevant ACT government health agencies, including Canberra Health Services and ACT Health about ventilation at the Garran Surge Centre.

This request includes but is not limited to:

- *Any documents or communications around ventilation at the Garran Surge Centre*
- *A section J compliance report.'*

Issues

2. After conducting a search for all relevant documents, CHS has identified 11 documents containing the information that meets the scope of the request.
3. The decision letter and accompanying documents released to Schedule 2.2(a)(ii) are provided at Attachment A.

Financial Implications

4. Processing fees are not applicable to this request.

Consultation

Internal

5. Not applicable.

Cross Directorate

6. Major Projects Canberra Directorate was consulted, with the response considered in making the decision.

External

7. Third party consultation was undertaken with;
 - a. AECOM Australia, who responded with no objection to the release of information,
 - b. Aspen Medical, who did not respond within the given timeframe,
 - c. Barmco Mana McMurray Engineering, who responded with no objection to the release of information,
 - d. Fahrenheit Global, who responded with no objection to the release of information, and
 - e. Jones Nicholson Pty Ltd, who did not respond within the given timeframe.

UNCLASSIFIED

CHSFOI22-23.37 – Garran Surge Centre

- I understand Canberra Health Services (CHS) has received an application under Freedom of Information (FOI) legislation for documents relating to any documents, ministerial briefing notes and correspondence about ventilation at the Garran Surge Centre.
- The Garran Surge Centre was constructed as a bespoke COVID-19 treatment centre to provide a range of clinical functions during the COVID-19 pandemic. During its existence, the Garran Surge Centre acted as a COVID-19 testing centre, vaccination centre and a walk-in medical treatment centre for people who were unwell and had COVID-19.
- Due to the nature of the building use, the Garran Surge Centre always prioritised patient and staff safety, with constant assessments conducted on the ability to maintain a safe environment for all patients, healthcare workers and visitors. This included assessments by our highly respected infection prevention and control team and infectious disease doctors.
- The use of PPE within the surge centre was maintained at all times to the highest standards reflecting the potential transmission risk in each specific zone.
- The facility was built to the required specifications for a health facility of this nature and met all Australian standards for ventilation and infection control.
- The Garran Surge Centre design and technical specifications were based on the 'World Health Organization Severe Acute Respiratory Infection Treatment Centre Manual' drafted for health care facilities.
- The WHO also collaborated with CHS to critique the facility architectural design, including patient flow and zones.
- In response to the COVID-19 pandemic, territory planning laws provided certain exemptions for projects required to protect the public during an emergency.
- As part of these exemptions, the Surge Centre was exempt from needing to provide a Section J compliance report under the Building Code of Australia (BCA) that related to building energy efficiency.
- The rationale for this exemption was that the building that needed to be approved and constructed was temporary and balanced the urgent need to complete the construction as the threat of the COVID-19 pandemic increased.

- While the energy efficiency compliance was exempt, the core health and safety elements under the BCA, including structural, fire safety, and access and egress were all addressed as part of building approval
- CHS consultants undertook an assessment of the building mechanical services infrastructure at the Garran Surge Centre in late 2021, as part of due diligence, to assess whether the services scope within the building could be expanded.
- The decision was made not to progress these works to avoid additional building changes.
- At all times during the design, construction, and operation of the Garran Surge Centre, creating and maintaining a safe environment for staff and visitors to the centre was a key priority for CHS.

If required:

- The Garran Surge Centre was re-assessed during 2021 to ensure that it met the requirements as the evidence evolved on COVID transmission and risk mitigation.
- The use of the facility to service different clinical needs was done with the endorsement of infection prevention and control practitioners.
- Separation of staff areas, donning and doffing areas, and positive and suspect patients was maintained at all times, incorporating the knowledge about the limitations of the ventilation system to provide a negative pressure environment.
- To CHS knowledge there was no outbreak of COVID amongst staff that was attributable to working at the Garran Surge Centre (consumers were either known positive or suspect and therefore their subsequent positivity cannot be attributed to their visit).
- Whilst some staff working at the Garran Surge Centre reported being positive there was no pattern or cluster that would indicate it was as a result of working at the surge centre as opposed to transmission in the community.

From: Kent, Brittany (Health) on behalf of CHS, DCEO
Sent: Wednesday, 1 March 2023 12:38 PM
To: CHS DLO
Cc: Canberra Health Services Ministerial; IHSS
Subject: FW: FOR EMAIL DOT POINTS MCHS23/119 : PROPERTY EQUIPMENT & FLEET - Disposal (N) - Email - Proposal - Minister for Health - Relocation of the Garran Surge Centre

Hi Ryan

The below points have been cleared by Janet for progression.

IHSS – for your awareness.

Kind regards

Brittany Kent | Executive Officer

Phone: (02) 512 49461 | M: Schedule 2.2(a)(ii) | Email: CHSDCEO@act.gov.au

Office of the Deputy Chief Executive Officer | Canberra Health Services | ACT Government

Canberra Hospital, Yamba Drive, Garran ACT 2605 | health.act.gov.au

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

From: Seibold, Sheree (Health) <Sheree.Seibold@act.gov.au> **On Behalf Of** IHSS
Sent: Friday, 24 February 2023 12:37 PM
To: CHS, DCEO <CHSDCEO@act.gov.au>
Cc: CHS DLO <CHSDLO@act.gov.au>; IHSS <IHSS@act.gov.au>
Subject: FW: FOR EMAIL DOT POINTS MCHS23/119 : PROPERTY EQUIPMENT & FLEET - Disposal (N) - Email - Proposal - Minister for Health - Relocation of the Garran Surge Centre

27.02.23 – Printed for Janet

Good Afternoon

Sorry this was required to be sent through your Office first.

Regards

Sheree Seibold

Executive Support Officer

Phone: 02512 40864 | Mobile: Schedule 2.2(a)(ii) | Email: sheree.seibold@act.gov.au

Infrastructure and Health Support Services | Canberra Health Services | ACT Government

Level 1, Bld 1, The Canberra Hospital | GPO Box 825, Canberra ACT 2611 |



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From: Seibold, Sheree (Health) <Sheree.Seibold@act.gov.au> **On Behalf Of** IHSS
Sent: Friday, 24 February 2023 12:36 PM
To: CHS DLO <CHSDLO@act.gov.au>
Cc: IHSS <IHSS@act.gov.au>

Subject: RE: FOR EMAIL DOT POINTS MCHS23/119 : PROPERTY EQUIPMENT & FLEET - Disposal (N) - Email - Proposal - Minister for Health - Relocation of the Garran Surge Centre

Good Afternoon

Please see below dot points as requested:

- Consideration of repurposing of the Garran Surge Centre will be informed by technical evaluation of the building's structure and the services within the 1772 sq metre facility.
- Options to repurpose the facility will include demolition, dismantling for storage or dismantling for relocation /installation at alternative sites.
- While technical evaluation of the building is undertaken CHS will keep safe and maintain the building pending a decision by government on the future use of the surge centre.

Regards

Sheree Seibold

Executive Support Officer

Phone: 02512 40864 | Mobile: Schedule 2.2(a)(ii) | Email: sheree.seibold@act.gov.au

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From: Murray, Ryan (Health) <Ryan.Murray@act.gov.au> **On Behalf Of** CHS DLO

Sent: Friday, 24 February 2023 9:34 AM

To: IHSS <IHSS@act.gov.au>

Cc: Canberra Health Services Ministerial <CHS.Ministerial@act.gov.au>; CHS, DCEO <CHSDCEO@act.gov.au>

Subject: FOR EMAIL DOT POINTS MCHS23/119 : PROPERTY EQUIPMENT & FLEET - Disposal (N) - Email - Proposal - Minister for Health - Relocation of the Garran Surge Centre

OFFICIAL

Hi there,

Please find attached a ministerial request for action.

Action required: **Dot points by email**

Due to Government Relations, CHS: **ASAP**

Please advise me by COB today if you will be unable to meet this timeframe to allow us to seek an extension of time /request an interim response be sent from the Minister's Office.

Please ensure that if an ROI is required that this is sent out from the action area as soon as possible.

Please also advise as soon as possible this request has been incorrectly assigned to your area.

Thanks!

Ryan Murray | Directorate Liaison Officer | Canberra Health Services

Phone: (02) 6205 5030 | Mobile: Schedule 2.2(a)(ii) | Email: CHSDLO@act.gov.au

Office of Rachel Stephen-Smith MLA | Minister for Health | ACT Government

Office of Emma Davidson MLA | Minister for Mental Health and Justice Health | ACT Government