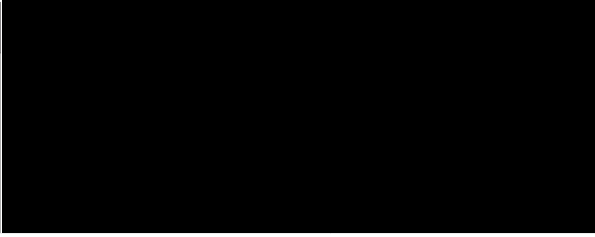




ACT
Government

**Canberra Health
Services**

Our reference: CHSFOI22-23.58



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 **Wednesday 26 April 2023**.

This application requested access to:

'All documents relating to the decision to contract out Medical and Sonography Services by Canberra Health Services, including documents relating to:

- *the decision to contract out these services*
- *the decision about how to call for proposals*
- *all communication with the Health Minister and her office about the above, up until today's date, and all documents held by her office about the above'*

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 **Friday 16 June 2023**.

I have identified 12 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 on access

I have decided to:

- grant full access to relevant information in four documents;
- refuse access to one document; and
- grant partial access to seven 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 four documents at references 2, 7, and 10-11.

Refuse Access

I have decided to refuse access to one document at reference 5. The document is wholly comprised of information classified as legal information, and under Schedule 1.2 Information subject to legal professional privilege, it is taken to be contrary to the public interest to release.

Partial Access

I have decided to grant partial access to seven documents at references 1, 3-4, 6, 8-9 and 12 as they contain 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 FOI 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; and
- Schedule 2, 2.1(a)(ii) contribute to positive and informed debate on important issues or matters of public interest.

Public Interest Factors Favouring Non-Disclosure

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

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

Documents at references 1, 6, 8-9 and 12 have redactions to personal information such as mobile numbers and email addresses of ACT Government employees and non-ACT Government employees that has not been disclosed as this could reasonably be expected to prejudice the protection of the individual's right to privacy.

Documents at references 3 and 4 are partially comprised of information that would prejudice the competitive commercial activities of an agency.

On balance, the factors favouring disclosure were outweighed by the factors favouring non-disclosure as I have determined that the information would be expected to prejudice both involved individuals' right to privacy and the competitive commercial activities, 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



Grant Howard
Group Director, Clinical Operations
Canberra Health Services


16 June 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>'All documents relating to the decision to contract out Medical and Sonography Services by Canberra Health Services, including documents relating to:</i></p> <ul style="list-style-type: none"> <i>the decision to contract out these services</i> <i>the decision about how to call for proposals</i> <i>all communication with the Health Minister and her office about the above, up until today's date, and all documents held by her office about the above.'</i> | CHSFOI22-23.58 |

| Ref Number | Page Number | Description | Date | Status Decision | Factor | Open Access release status |
|------------|-------------|--|-----------------|-----------------|-------------------------------------|----------------------------|
| 1. | 1 – 4 | Email – RE: Ultrasound training for ITP registrars and MOU with Canberra Fetal Assessment Centre | 18 January 2023 | Partial Release | Schedule 2, 2.2(a)(ii) Privacy | YES |
| 2. | 5 – 7 | Email – FW: FMU Services CONFIDENTIAL | 23 January 2023 | Full Release | | YES |
| 3. | 8 – 16 | Email – URGENT: FMU Procurement request. | 24 January 2023 | Partial Release | Schedule 2, 2.2(a)(xiii) Commercial | YES |

| | | | | | | |
|----------------------------------|---------|--|------------------|-----------------|--|-----|
| 4. | 17 – 27 | Email – Procurement Committee 25 January 2023 *Attachments in scope included | 24 January 2023 | Partial Release | Schedule 2, 2.2(a)(xiii) Commercial Out of scope | YES |
| 5. | 28 – 33 | Email – CHS22/23-030 – Outsourcing of Foetal Medicine Unit | 27 January 2023 | Refuse Release | Schedule 1.2 Legal | NO |
| 6. | 34 – 36 | Email – FW: CFO SIGNED: Single Select Exemption – Fetal Medicine Unit *Attachment not included – at reference 3 (Pages 12-16) | 30 January 2023 | Partial Release | Schedule 2, 2.2(a)(ii) Privacy | YES |
| 7. | 37 – 40 | Ministerial Brief MCHS23/56 – Minister’s Weekly Brief – 30 January to 3 February 2023 | 02 February 2023 | Full Release | Out of scope | YES |
| 8. | 41 – 42 | Email – RE: Ultrasound training for registrars | 20 February 2023 | Partial Release | Schedule 2, 2.2(a)(ii) Privacy | YES |
| 9. | 43 – 47 | Email – RE: Ultrasound training for registrars | 20 February 2023 | Partial Release | Schedule 2, 2.2(a)(ii) Privacy | YES |
| 10. | 48 – 49 | Agenda – Minister for Health | 20 February 2023 | Full Release | Out of scope | YES |
| 11. | 50 – 52 | Email – FW: RANZCOG Re-accreditation and Registrar Ultrasound training | 24 February 2023 | Full Release | | YES |
| 12. | 53 – 55 | Email – WYC Consultative Committee Update re: O&G Ultrasound training *Attachments in scope included | 24 February 2023 | Partial Release | Schedule 2, 2.2(a)(ii) Privacy | YES |
| Total Number of Documents | | | | | | |
| 12 | | | | | | |

Gaukroger, Mark (Health)

From: Gaukroger, Mark (Health)
Sent: Wednesday, 18 January 2023 1:11 PM
To: Lim, Boon (Health)
Subject: RE: Ultrasound training for ITP registrars and MOU with Canberra Fetal Assessment Centre

OFFICIAL

Thanks Boon – why can't we do the training in FMU?

From: Lim, Boon (Health) <Boon.Lim@act.gov.au>
Sent: Wednesday, 18 January 2023 12:39 PM
To: Gaukroger, Mark (Health) <Mark.Gaukroger@act.gov.au>
Cc: Low, Tween (Health) <Tween.T.Low@act.gov.au>; Freiberg, Susan (Health) <Susan.Freiberg@act.gov.au>
Subject: RE: Ultrasound training for ITP registrars and MOU with Canberra Fetal Assessment Centre

OFFICIAL

Hi Mark,

Thanks for looking into this.

CFAC have now come back saying they can't provide the training. We'll have to look at other ways to provide the training.

Many thanks.

Kind regards,

Boon

Assoc. Prof. Boon H Lim
Clinical Director
Division of Women, Youth and Children
Senior Staff Obstetrician and Gynaecologist
Canberra Health Services
Level 2, Building 11, Canberra Hospital
Garran
ACT 2605
Australia

Tel: +61 (0)2 6174 7500



Reliable | Progressive | Respectful | Kind

Vice President



THE ROYAL AUSTRALIAN AND NEW ZEALAND
COLLEGE OF OBSTETRICIANS AND GYNAECOLOGISTS

From: Gaukroger, Mark (Health) <Mark.Gaukroger@act.gov.au>
Sent: Wednesday, 18 January 2023 12:32 PM
To: Lim, Boon (Health) <Boon.Lim@act.gov.au>
Cc: Low, Tween (Health) <Tween.T.Low@act.gov.au>
Subject: FW: Ultrasound training for ITP registrars and MOU with Canberra Fetal Assessment Centre

OFFICIAL

Hi Boon

A few questions on the ultrasound training

1. Who usually undertakes the role of ultrasound training coordinator?
2. Is there anywhere in house where the registrars can do this training – eg. normal fetal scanning?
It would be great if we could do some inhouse to make up the shortfall
3. In regard to the MOU with CFAC – I understand from our conversation that there is no cost involved in this for CHS

Are you able to provide more detail around:

- Number of Registrars to attend each week (two sessions are suggested)
 - Specific scans that they need to observe, do.
 - Are there competency assessments to be undertaken as part of the training? If so who will do these
 - Anything other expectations we should have from CFAC
 - What are we expected to give to CFAC?
4. Are there other providers who we could also approach to provide this training support?

Kind regards

Mark

From: Freiberg, Susan (Health) <Susan.Freiberg@act.gov.au>
Sent: Monday, 16 January 2023 10:42 AM
To: Gaukroger, Mark (Health) <Mark.Gaukroger@act.gov.au>; Owen, Kathy (Health) <Kathy.Owen@act.gov.au>
Subject: FW: Ultrasound training for ITP registrars and MOU with Canberra Fetal Assessment Centre

OFFICIAL

Dear Mark

Can you please help Mitch set this up.

Kathy this needs to be done in a way that is through a rigours procurement as it is our staff who are partners in CFAC. ³

Regards Susan.

From: Lim, Boon (Health) <Boon.Lim@act.gov.au>
Sent: Sunday, 15 January 2023 2:58 PM
To: Freiberg, Susan (Health) <Susan.Freiberg@act.gov.au>
Cc: CHS, WYC Executive Office <CHS.WYCExecutiveOffice@act.gov.au>; Savage, Sarah (Health) <Sarah.Savage@act.gov.au>
Subject: FW: Ultrasound training for ITP registrars and MOU with Canberra Fetal Assessment Centre

OFFICIAL

Dear Susan,

Unfortunately due to our sonographer shortage and the lack of ability of our consultants to provide the training, we will have to rely on CFAC to provide the experience and training for our registrars.

We'll need to set up a MOU with CFAC along the lines suggested by Tween.

Will Mitch be able to draft something for you to sign?

Many thanks.

Kind regards,

Boon

Assoc. Prof. Boon H Lim
Clinical Director
Division of Women, Youth and Children
Senior Staff Obstetrician and Gynaecologist
Canberra Health Services
Level 2, Building 11, Canberra Hospital
Garran
ACT 2605
Australia

Tel: +61 (0)2 6174 7500



ACT
Government
Health



Reliable | Progressive | Respectful | Kind

Vice President



THE ROYAL AUSTRALIAN AND NEW ZEALAND
COLLEGE OF OBSTETRICIANS AND GYNAECOLOGISTS

From: Dr Tween Low [redacted] Schedule 2.2(a)(ii)
Sent: Tuesday, 10 January 2023 11:47 PM

To: Lim, Boon (Health) <Boon.Lim@act.gov.au>; Freiberg, Susan (Health) <Susan.Freiberg@act.gov.au>; Ken Tan
 Schedule 2.2(a)(ii) Meiri Robertson Schedule 2.2(a)(ii) ; Orefice, Roberto (Health)
 <Roberto.Orefice@act.gov.au>

Subject: Ultrasound training for ITP registrars and MOU with Canberra Fetal Assessment Centre

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](#)

Dear Boon

The ITP trainees are currently not getting any structured ultrasound training. I am also unsure who is our current ultrasound coordinator. The registrars tell me the sonographers are too busy to teach them to scan. Year 1 and year 2 registrars are supposed to be rostered one session per week of ultrasound to enable them to get their IHCA in ultrasound signed off at CHWC, this has not happened for 2022.

There is currently a loose agreement between Canberra Fetal Assessment Centre and CHWC to have one registrar attend CFAC every Monday afternoon for ultrasound training. Although this does not cover all our training requirements it is better than none. CFAC is now requesting an MOU between CFAC and CHWC to formalise the arrangement of registrar ultrasound teaching. I would be grateful if you can facilitate that. In order to fulfil our registrars' training requirement, I would recommend CFAC offers two formal registrar learning sessions a week for the next 12 months until a hospital ultrasound coordinator is reappointed and the number of experienced FMU sonographers recovers.

With kind regards

Dr Tween Low

Gynaecologist and fertility specialist

ACT ITP coordinator

Level 1, Suite 2, Unit 28, 2 King Street Deakin ACT 2600

M Schedule 2.2(a)(ii) E Schedule 2.2(a)(ii)



Caring for you

Gaukroger, Mark (Health)

From: CHS, WYC Executive Office
Sent: Monday, 23 January 2023 12:32 PM
To: Gaukroger, Mark (Health)
Subject: FW: FMU Services CONFIDENTIAL
Attachments: Fetal Medicine Unit Function.docx

OFFICIAL: Sensitive

Hi Mark,

Looping you into this one for the SOR. I'll refer to this in the minute for procurement.

Kind Regards

Mitchel Green | A/g Business Manager
Division of Women, Youth and Children | Canberra Health Services | ACT Government
 Phone: 02 5124 7431 | Email: mitchel.green@act.gov.au
 Building 11, Level 2, Canberra Hospital, Yamba Drive Garran ACT 2606

From: Lim, Boon (Health) <Boon.Lim@act.gov.au>
Sent: Saturday, 21 January 2023 12:02 PM
To: CHS, WYC Executive Office <CHS.WYCExecutiveOffice@act.gov.au>
Cc: Freiberg, Susan (Health) <Susan.Freiberg@act.gov.au>
Subject: FMU Services CONFIDENTIAL

OFFICIAL: Sensitive

Dear Mitch and Susan,

I have outlined the services performed by FMU to help inform the development of the Statement of Requirements. The papers sent showing what WA did is helpful but encompass the full sonography services but did not include medical support, presumably because they already have Radiologists.

In the attached paper, I have outlined what can be done in house and what could be outsourced. I welcome your thoughts.

We'll discuss on Monday.

Many thanks.

Kind regards,

Boon

Assoc. Prof. Boon H Lim
Clinical Director
Division of Women, Youth and Children
Senior Staff Obstetrician and Gynaecologist
Canberra Health Services
Level 2, Building 11, Canberra Hospital
Garran
ACT 2605
Australia

Tel: +61 (0)2 6174 7500



ACT
Government
Health



Australian
National
University

Reliable | Progressive | Respectful | Kind

Vice President



RANZCOG™
Excellence in Women's health

THE ROYAL AUSTRALIAN AND NEW ZEALAND
COLLEGE OF OBSTETRICIANS AND GYNAECOLOGISTS

CONFIDENTIAL

FETAL MEDICINE UNIT, CANBERRA HEALTH SERVICES

CLINICS*

1. High Risk Clinic
2. Preterm Birth Prevention Clinic
3. Medical Clinic
4. Anaesthetic Clinic
5. Perinatal Loss Clinic
6. Prepregnancy Clinic
7. Obstetric Medicine Clinic

ULTRASOUND BASED SERVICES

1. Early Pregnancy scans (in conjunction with EPAU)
2. High Risk scans
 - a. First Trimester Scans
 - b. Fetal Anomaly Scan
 - c. Cervical Surveillance
 - d. Growth/monitoring scans for multiple pregnancy, especially monochorionic twins, higher order multiples
 - e. Second opinion for referral from external providers
 - f. Invasive procedures – amniocentesis, Chorionic Villous Sampling, Amnioreduction
 - g. Fetocide
 - h. Ward scans
 - i. Fetal surveillance for high risk pregnancies e.g. severe growth restriction
3. Maternity Assessment scans for fetal wellbeing, surveillance*

TRAINING

1. As per RANZCOG ultrasound training requirements
2. As per RANZCR training requirements (Need to check with Radiology)

The services in * can be performed in house, with FMU doctors running the clinics and in MAU, the scans can be performed by accredited midwives, registrars and consultants, with any scans needing further assessment be referred to FMU for an opinion.

Gaukroger, Mark (Health)

From: CHS, WYC Executive Office
Sent: Tuesday, 24 January 2023 9:52 AM
To: Canberra Health Services Procurement Committee; Canberra Health Services CFO
Cc: Freiberg, Susan (Health); Vrbat, Suzi (Health); Murphy, Andrew (Health)
Subject: URGENT: FMU Procurement request.
Attachments: Procurment Committee Request Form 2023011901 (003).docx; Health Minute FMU 2023011901.docx

OFFICIAL

Good morning,

Please find attached the procurement action for urgent review.

TRIM reference is: cor23/2169

Please let me know if there is anything I can do to assist.

Kind Regards

Mitchel Green | A/g Business Manager
Division of Women, Youth and Children | Canberra Health Services | ACT Government
Phone: 02 5124 7431 | Email: mitchel.green@act.gov.au
Building 11, Level 2, Canberra Hospital, Yamba Drive Garran ACT 2606



Procurement Committee Request

The Canberra Health Services (CHS) Procurement Committee Request form is required for all new procurement activities over \$100K in total value, and/or those procurement activities that require exemption from the *Government Procurement Regulation 2007*. For the complete criteria regarding Procurement Committee and applicable requests please view the [Terms of Reference](#).

How to lodge this form

Email completed forms to CHS.Procurement@act.gov.au

For more information

Phone the CHS Procurement on 02 5124 3016 or via the email provided above.

Note: A procurement plan approved by the relevant line area Executive must be completed as a prerequisite to CHS Procurement Committee review, please list the TRIM number below.

Requesting Area Details

| | | | |
|--|---------------------------|----------------|----------------------------|
| Division: | Women, Youth and Children | Branch: | Obstetrics and Gynaecology |
| Contact Person: | Boon Lim | Phone: | 51247431 |
| Line area Executive approved Procurement Plan TRIM Ref: | | Susan Freiberg | |
| Procurement Reference Number (Contact CHS Procurement) | | 2023011901 | |

Request Summary

| | |
|---|--|
| Item Description: | Fetal Medicine Unit |
| Background: Please provide a brief summary of proposed procurement (Maximum 120 words) | The Fetal Medicine Unit has experienced sustained staff shortages. It is anticipated that a sustainable service will be unable to be provided in the first quarter of 2023, posing significant patient safety and reputational risk. The procurement is seeking to have all aspects of Fetal Medicine completed by a contractor, including training of registrars. A consultant would be engaged to determine the contract and the negotiations throughout the tender process. |
| Total Estimated Cost of the Solution/Service (including GST) . This figure must include any cost CHS will be committed to as a result of the procurement. E.g. <ul style="list-style-type: none"> • Equipment: all capital + ongoing costs • Services: All fees incurred over the engagement. | Schedule 2.2(a)(xiii) including services, and training of registrars. Equipment to be provided by CHS. |



Procurement Committee Request

| | | |
|--|--|-----------------------|
| Current spend for service (per annum) What is the existing/recurrent cost to business area to provide this service. E.g. servicing/maintenance and/or contract costs if applicable | Medical Staff Costings | Schedule 2.2(a)(xiii) |
| | Sonography costings | |
| | Consumables | |
| | Total | |
| Estimated future spend for service (per annum) What is the estimated annual cost for this procurement ongoing. E.g. servicing/maintenance. | Schedule 2.2(a)(xiii) | |
| Is the Procurement a consultancy? | Yes - Critical impact to the CHS front-line services | |
| Does this Procurement require an exemption from the Government Procurement Regulations? | Yes - Request will be referred to relevant Delegate for approval following CHSPC endorsement | |
| Is the accountable cost centre over budget? | No | |
| Contract Term (e.g. 3+1+1 Years) | 1 +1 years | |
| Budget Source | Division Budget | |
| What is the impact of not undertaking this procurement? | Place patient, employee and/or visitors' health safety or welfare at risk | |

Outcome (Procurement Office Use Only)

| | |
|------------------------------------|----------------------------------|
| Decision Register Reference | Click or tap here to enter text. |
| Committee Decision | Choose an item. |
| Committee Comments | Click or tap here to enter text. |
| Signed by Committee Chair | |
| Date: | Click or tap to enter a date. |



Procurement Committee Request

How to lodge this form

Email completed forms to CHS.Procurement@act.gov.au

For more information

Phone the CHS Procurement on 02 5124 3016 or via the email provided above.



**SUBJECT: Select tender /Single select procurement for The
Fetal Medicine Unit (FMU) Services**

To: Paul Ogden, Chief Financial Officer, Chief Officer Division
Through: Procurement Committee -
CHS.ProcurementCommittee@act.gov.au

From: Susan Freiberg, Executive Director for Women Youth and Children
(WYC), Canberra Health Services (CHS)

Date: 24 January 2023

Purpose

To seek approval from the Chief Executive Officer (CEO), or authorised delegate, for an exemption from Section 9 (Procurements of \$200,000 or more requiring public tender) of the Government Procurement Regulation 2007 (the Regulation) to procure The Fetal Medicine Unit (FMU) Services. The cost of this procurement proposal is estimated to be Schedule 2.2(a)(xiii)

Background

The FMU provides care for people with complex or high risk pregnancies, who need specialized care for either themselves or their baby. FMU has sustained critical staffing shortages for the last 12 months. It is anticipated that these will worsen from late February 2023. WYC have conducted multiple rounds of recruitment, through external agencies to fill the vacant roles. WYC are currently providing a service through visiting medical officers and partial cover of existing medical staff.

Regulation Requirements

Section 10 of the Regulation, *Procurement of goods, services or works—exemption from quotation and tender requirements*, states:

- (1) *The responsible chief executive officer for a territory entity may, in writing, exempt the entity from a requirement mentioned in section 6 or section 9 for a particular procurement proposal.*

Note **Responsible chief executive officer**—see the Act, dictionary.

- (2) *However, the responsible chief executive officer may exempt the entity only if satisfied, on reasonable grounds, that the benefit of the exemption outweighs the benefit of compliance with the requirement.*

Examples—when exemption may be given

- 1 *only 1, or a limited number of, suppliers is available because of a need to buy equipment that is compatible with existing equipment, or because of a supplier's specialist knowledge*
 - 2 *only 1 supplier can supply a particular good or service*
 - 3 *standardisation of a product is agreed after public tenders are called for the original equipment*
 - 4 *the time within which a particular procurement activity must be completed prevents public tenders being called*
 - 5 *where a secondary objective of the procurement is to achieve an appreciable social or community benefit*
 - 6 *the procurement is through a common use agreement established in another jurisdiction.*
- (3) *If the responsible chief executive officer exempts an entity, the chief executive officer may, in writing, direct the entity to do 1 or more of the following:*
- (a) *seek a stated kind or number of quotations for the procurement;*
 - (b) *invite a tender from a stated supplier for the procurement.*
- (4) *An exemption must state—*
- (a) *the procurement proposal to which it applies; and*
 - (b) *the responsible chief executive officer's reasons for giving the exemption; and*
 - (c) *any direction to which it is subject under subsection (3).*

Fair Trade Agreements allow for limited tendering for covered procurements (what the ACT Government sometimes terms 'select' or 'single select' tendering) only in certain circumstances (refer to this link for circumstances [Australian-Free-Trade-Agreements-Factsheet.pdf](#)). The circumstances that are applicable to this procurement are:

15.10 (b) iii) The good or service can be supplied only by a particular supplier and no reasonable alternative or substitute good or service exists due to an absence of competition for technical reasons;

and

15.10 (i) in so far as is strictly necessary if, for reasons of extreme urgency brought about by events unforeseeable by the procuring entity, the good or service could not be obtained in time by means of open or selective tendering.

There are a limited number of fetal medicine specialists, with knowledge and ability to provide the service. There is currently only one private provider in the Territory and timely action must be taken to ensure continued service provision.

Exemption Justification

This procurement proposal is unable to fulfill the quotation and tender requirements of the Regulation as the time within which a particular procurement activity must be completed prevents public tenders being called. It is proposed that a select tender process with the identified suppliers and an evaluation for value for money be completed for this procurement.

The approach is to attract more than one vendor, if the approach is unable to engage more than one Vendor it will proceed as a Single Select with the Vendor.

To maximise the administrative efficiency, it is proposed that this exemption be approved for the Short term contract term for the FMU services of 12 months with possibility of extension for further 12 months.

Having a contractual arrangement in place will enable continuity of service while the open tender is completed to ensure CHS is receiving the services and meeting the accreditation requirements.

Reasons for and benefits of this exemption include:

- Provision of a clinically safe service for women with high-risk pregnancies in the ACT.
- CHS mitigates reputational risk of being unable to provide a service.

Financial

WYC Finance Business Partner prepared the costings for medical and sonography staff, with consumables. Consumables were calculated as forty percent of the cost centre for Fetal Medicine Unit, as it shares this cost with Maternity Outpatients. Please see below table for detailed costings.

| | | |
|------------------------|-----------------------|--|
| Medical Staff Costings | Schedule 2.2(a)(xiii) | |
| Sonography costings | | |
| Consumables | | |
| Total | | |

Risks and benefits

The following benefits have been considered as part of the recommendation to approve this procurement exemption -the risk of the exemption are manageable and it would be a greater risk to the organisation if this procurement activity is not carried out.

The inability to staff the service will cause significant clinical risk to those women accessing:

- High risk scans for first trimester, fetal anomaly, growth/ monitoring for multiple pregnancies.
- Cervical surveillance.
- Invasive procedures, including amniocentesis, chorionic villous sampling and amnioreduction.
- Fetocide
- Fetal surveillance for high risk pregnancies ie severe growth restriction.

There are major risks for compliance and regulation with training requirements and RANZCOG accreditation requirements not being able to be met. Additionally, there will be intense media scrutiny around the inability to provide a service.

Recommendations

That you:

- Note the information contained in this Minute **NOTED/PLEASE DISCUSS**
- Approve exemption to the stated section of the Regulation and the procurement proposal detailed in the Exemption Justification section of this Minute.

AGREED/NOT AGREED/PLEASE DISCUSS

.....
 Paul Ogden
 Chief Financial Officer
 Canberra Health Services
 27 January 2023

Name Susan Freiberg
 Title ED
 Branch WYC
 Division CHS

Select Date

Action Officer: Mitchel Green
 Unit: Women, Youth and Children
 Extension: 47431

Action Officer: Suzi Vrbat
 Unit: Procurement, Chief Financial Officer Division
 Extension: 40896

From: Scott, Kate (Health) on behalf of Canberra Health Services Procurement
Sent: Tuesday, 24 January 2023 12:22 PM
To: Ogden, Paul (Health); Canberra Health Services CFO; O'Neill, Cathie (Health); Zagari, Janet (Health); CHS, DCEO; CHS COO; Murphy, Andrew (Health); Mooney, Colm (Health)
Subject: Procurement Committee 25 January 2023
Attachments: 3a. Single Select Exemption - Dosimetry Service Agreement Radiation Oncology - Copy.pdf; 0.a CHS Procurement Committee Agenda - 18 January 2023 - Copy.docx; 2.b. Procurement Committee - Decision Register - Copy.xlsx; 2a. Previous Minutes - 18 January 2023. - Copy.docx; 3c. Single Select Exemption - Credentialing system for Medical Practitioners, Dentists, Nurse and Allied Health..pdf; 3d. Single Select Exemption - Fetal Medicine Unit.pdf; 3e. Single Select Exemption - Medical Services Pendants.pdf; REVIEW Procurement Committee Terms of Reference - SEPTEMBER 2020 - FINAL.pdf; 3b. Procurement Minute - Consultant for ACT Government Food Suppliers.pdf

PRINTED.

OFFICIAL

Good Morning All,
Please find attached the papers for the Procurement Committee tomorrow. Please let me know if you have questions.

Reminder the meeting this year has moved to commence half an hour early, at 11am.

Kind Regards

Kate Scott | Director Procurement

Phone: 02 5124 2786 | Email: kate.k.scott@act.gov.au

Chief Financial Officer Division | Canberra Health Services | ACT Government

Building 23, Level 2, Canberra Hospital | PO Box 11, Woden ACT 2606 | act.gov.au

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND



I acknowledge the Aboriginal and Torres Strait Islander peoples as the traditional custodians of the lands and waters of Australia, and the Ngunnawal and Ngambri people as the traditional custodians of the land in the ACT and surrounding NSW. I value the continuing contribution of their culture to this region and pay my respects to Elders past and present. I acknowledge people with a lived experience of mental illness and recovery and thank them for informing and improving our services.



Meeting Agenda

Canberra Health Services Procurement Committee (CHSPC)

DATE & TIME: Wednesday 24 January 2023
11:00am – 12:00pm

VENUE: MS Teams only (online).

| Members | |
|------------------------------|---|
| Andrew Murphy (Chair) | Senior Director Procurement & Supply, Finance & Business Intelligence (FBI) |
| Janet Zagari | Deputy Chief Executive Officer Strategy, Policy and Planning |
| Paul Ogden | Chief Financial Officer |
| Cathie O'Neill | Chief Operating Officer |
| Colm Mooney | Executive Group Manager, Infrastructure & Health Support Services |
| Invitees | |
| Dave Purser | Executive Branch Manager, Procurement ACT |
| Kate Scott | Director, Procurement |
| James Robinson | Director, Procurement |
| Jacqueline Williams | Director, Supply Chain |
| Secretariat | |
| TBC | Procurement & Supply |

| Item Number | Action (Papers attached) | Lead/Presenter |
|-------------|---|-------------------------|
| 1. | Welcome, Acknowledgement of Country, Attendance and Apologies <i>We wish to acknowledge the traditional custodians of the land we are meeting on, the Ngunnawal people. We acknowledge and respect their continuing culture and the contribution they make to the life of this city and this region.</i> | Chair |
| 2. | Minutes and actions <ul style="list-style-type: none"> a. Action Minutes 18 January 2023 b. Decision register as of 18 January 2023 c. Actions register as of 18 January 2023 | Chair |
| 3. | Procurement requests for endorsement* <ul style="list-style-type: none"> a. Single Select exemption – Dosimetry service agreement for radiation oncology. b. Procurement Minute – Consultant for ACT Government Food Suppliers c. Single Select Exemption – Credentialing system for Medical Practitioners, Dentists, Nurse and Allied Health. d. Single Select Exemption – Fetal Medicine Unit e. Single select Exemption – Medical Services Pendants | Chair Chair Chair |
| 4. | Other Business Circulation of Terms of Reference – for discussion next meeting 1 February 2023 Next Meeting: 11.30am, 1 February 2023, Via Teams | Chair |

| Item | Meeting/Route w/ Date | Relates to | Category | Submission, Resubmission, or Paper for Meeting | HPE Contact Manager Ref # (TRN) | Title | Recommendation/s | Decision: Approved, Not Approved, or | Comment |
|--------------|-----------------------|-------------------------|----------------------------------|--|---------------------------------|---|------------------|--------------------------------------|--|
| Out of Scope | | | | | | | | | |
| 0231/154 | 25/01/2023 | Single Select Exemption | Procurement Regulation Exemption | Submission | Currently not in T | Single Select Exemption – Fetal Medicine Unit | Endorsed | Endorsed | Endorsed for progression to CFO , Progressed for endorsement |
| Out of Scope | | | | | | | | | |



Procurement Committee Request

The Canberra Health Services (CHS) Procurement Committee Request form is required for all new procurement activities over \$100K in total value, and/or those procurement activities that require exemption from the *Government Procurement Regulation 2007*. For the complete criteria regarding Procurement Committee and applicable requests please view the [Terms of Reference](#).

How to lodge this form

Email completed forms to CHS.Procurement@act.gov.au

For more information

Phone the CHS Procurement on 02 5124 3016 or via the email provided above.

Note: A procurement plan approved by the relevant line area Executive must be completed as a prerequisite to CHS Procurement Committee review, please list the TRIM number below.

Requesting Area Details

| | | | |
|--|---------------------------|----------------|----------------------------|
| Division: | Women, Youth and Children | Branch: | Obstetrics and Gynaecology |
| Contact Person: | Boon Lim | Phone: | 51247431 |
| Line area Executive approved Procurement Plan TRIM Ref: | | Susan Freiberg | |
| Procurement Reference Number (Contact CHS Procurement) | | 2023011901 | |

Request Summary

| | |
|---|--|
| Item Description: | Fetal Medicine Unit |
| Background: Please provide a brief summary of proposed procurement (Maximum 120 words) | The Fetal Medicine Unit has experienced sustained staff shortages. It is anticipated that a sustainable service will be unable to be provided in the first quarter of 2023, posing significant patient safety and reputational risk. The procurement is seeking to have all aspects of Fetal Medicine completed by a contractor, including training of registrars. A consultant would be engaged to determine the contract and the negotiations throughout the tender process. |
| Total Estimated Cost of the Solution/Service (including GST) . This figure must include any cost CHS will be committed to as a result of the procurement. E.g. <ul style="list-style-type: none"> • Equipment: all capital + ongoing costs • Services: All fees incurred over the engagement. | Schedule 2.2(a)(xiii) [REDACTED] including services, and training of registrars. Equipment to be provided by CHS. |



ACT
Government

**Canberra Health
Services**

Procurement Committee Request

| | | |
|--|--|-----------------------|
| Current spend for service (per annum) What is the existing/recurrent cost to business area to provide this service. E.g. servicing/maintenance and/or contract costs if applicable | Medical Staff Costings | Schedule 2.2(a)(xiii) |
| | Sonography costings | |
| | Consumables | |
| | Total | |
| Estimated future spend for service (per annum) What is the estimated annual cost for this procurement ongoing. E.g. servicing/maintenance. | Schedule 2.2(a)(xiii) | |
| Is the Procurement a consultancy? | Yes - Critical impact to the CHS front-line services | |
| Does this Procurement require an exemption from the Government Procurement Regulations? | Yes - Request will be referred to relevant Delegate for approval following CHSPC endorsement | |
| Is the accountable cost centre over budget? | No | |
| Contract Term (e.g. 3+1+1 Years) | 1 +1 years | |
| Budget Source | Division Budget | |
| What is the impact of not undertaking this procurement? | Place patient, employee and/or visitors' health safety or welfare at risk | |

Outcome (Procurement Office Use Only)

| | |
|------------------------------------|----------------------------------|
| Decision Register Reference | Click or tap here to enter text. |
| Committee Decision | Choose an item. |
| Committee Comments | Click or tap here to enter text. |
| Signed by Committee Chair | |
| Date: | Click or tap to enter a date. |

**ACT**
Government**Canberra Health
Services**

Procurement Committee Request

How to lodge this form

Email completed forms to CHS.Procurement@act.gov.au

For more information

Phone the CHS Procurement on 02 5124 3016 or via the email provided above.



ACT
Government

**Canberra Health
Services**

MINUTE

CHS Procurement Reference Number: 2023011901

SUBJECT: Select tender /Single select procurement for The Fetal Medicine Unit (FMU) Services

To: Paul Ogden, Chief Financial Officer, Chief Officer Division
Through: Procurement Committee -
CHS.ProcurementCommittee@act.gov.au

From: Susan Freiberg, Executive Director for Women Youth and Children (WYC), Canberra Health Services (CHS)

Date: 24 January 2023

Purpose

To seek approval from the Chief Executive Officer (CEO), or authorised delegate, for an exemption from Section 9 (Procurements of \$200,000 or more requiring public tender) of the Government Procurement Regulation 2007 (the Regulation) to procure The Fetal Medicine Unit (FMU) Services. The cost of this procurement proposal is estimated to be **Schedule 2.2(a)(xiii)**

Background

The FMU provides care for people with complex or high risk pregnancies, who need specialized care for either themselves or their baby. FMU has sustained critical staffing shortages for the last 12 months. It is anticipated that these will worsen from late February 2023. WYC have conducted multiple rounds of recruitment, through external agencies to fill the vacant roles. WYC are currently providing a service through visiting medical officers and partial cover of existing medical staff.

Regulation Requirements

Section 10 of the Regulation, *Procurement of goods, services or works—exemption from quotation and tender requirements*, states:

- (1) *The responsible chief executive officer for a territory entity may, in writing, exempt the entity from a requirement mentioned in section 6 or section 9 for a particular procurement proposal.*

Note **Responsible chief executive officer**—see the Act, dictionary.

- (2) *However, the responsible chief executive officer may exempt the entity only if satisfied, on reasonable grounds, that the benefit of the exemption outweighs the benefit of compliance with the requirement.*

Examples—when exemption may be given

- 1 *only 1, or a limited number of, suppliers is available because of a need to buy equipment that is compatible with existing equipment, or because of a supplier's specialist knowledge*
 - 2 *only 1 supplier can supply a particular good or service*
 - 3 *standardisation of a product is agreed after public tenders are called for the original equipment*
 - 4 *the time within which a particular procurement activity must be completed prevents public tenders being called*
 - 5 *where a secondary objective of the procurement is to achieve an appreciable social or community benefit*
 - 6 *the procurement is through a common use agreement established in another jurisdiction.*
- (3) *If the responsible chief executive officer exempts an entity, the chief executive officer may, in writing, direct the entity to do 1 or more of the following:*
- (a) *seek a stated kind or number of quotations for the procurement;*
 - (b) *invite a tender from a stated supplier for the procurement.*
- (4) *An exemption must state—*
- (a) *the procurement proposal to which it applies; and*
 - (b) *the responsible chief executive officer's reasons for giving the exemption; and*
 - (c) *any direction to which it is subject under subsection (3).*

Fair Trade Agreements allow for limited tendering for covered procurements (what the ACT Government sometimes terms 'select' or 'single select' tendering) only in certain circumstances (refer to this link for circumstances [Australian-Free-Trade-Agreements-Factsheet.pdf](#)). The circumstances that are applicable to this procurement are:

There are a limited number of fetal medicine specialists, with knowledge and ability to provide the service. There is currently only one private provider in the Territory.

Exemption Justification

This procurement proposal is unable to fulfill the quotation and tender requirements of the Regulation as the time within which a particular procurement activity must be completed prevents public tenders being called. It is proposed that a select tender process with the identified suppliers and an evaluation for value for money be completed for this procurement.

The approach is to attract more than one vendor, if the approach is unable to engage more than one Vendor it will proceed as a Single Select with the Vendor.

To maximise the administrative efficiency, it is proposed that this exemption be approved for the Short term contract term for the FMU services of 12 months with possibility of extension for further 12 months.

Having a contractual arrangement in place will enable continuity of service while the open tender is completed to ensure CHS is receiving the services and meeting the accreditation requirements.

Reasons for and benefits of this exemption include:

- Provision of a clinically safe service for women with high-risk pregnancies in the ACT.
- CHS mitigates reputational risk of being unable to provide a service.

Financial

WYC Finance Business Partner prepared the costings for medical and sonography staff, with consumables. Consumables were calculated as forty percent of the cost centre for Fetal Medicine Unit, as it shares this cost with Maternity Outpatients. Please see below table for detailed costings.

| | | |
|------------------------|-----------------------|--|
| Medical Staff Costings | Schedule 2.2(a)(xiii) | |
| Sonography costings | | |
| Consumables | | |
| Total | | |

Risks and benefits

The following benefits have been considered as part of the recommendation to approve this procurement exemption -the risk of the exemption are manageable and it would be a greater risk to the organisation if this procurement activity is not carried out.

The inability to staff the service will cause significant clinical risk to those women accessing:

- High risk scans for first trimester, fetal anomaly, growth/ monitoring for multiple pregnancies.
- Cervical surveillance.
- Invasive procedures, including amniocentesis, chorionic villous sampling and amnioreduction.
- Fetocide
- Fetal surveillance for high risk pregnancies ie severe growth restriction.

There are major risks for compliance and regulation with training requirements and RANZCOG accreditation requirements not being able to be met. Additionally, there will be intense media scrutiny around the inability to provide a service.

Recommendations

That you:

- Note the information contained in this Minute
NOTED/PLEASE DISCUSS
- Approve exemption to the stated section of the Regulation and the procurement proposal detailed in the Exemption Justification section of this Minute.
AGREED/NOT AGREED/PLEASE DISCUSS

.....
Paul Ogden
Chief Financial Officer
 Canberra Health Services
 January 2023

Name Susan Freiberg
 Title ED
 Branch WYC
 Division CHS

Select Date

Action Officer: Mitchel Green
 Unit: Women, Youth and Children
 Extension: 47431

Action Officer: Suzi Vrbat
 Unit: Procurement, Chief Financial Officer Division
 Extension: 40896

Schedule 1.2

Schedule 1.2

Schedule 1.2

Schedule 1.2

Schedule 1.2

Schedule 1.2

Gaukroger, Mark (Health)

From: CHS, WYC Executive Office
Sent: Monday, 30 January 2023 3:29 PM
To: Lim, Boon (Health); Gaukroger, Mark (Health); Golley, Pip (Health); Savage, Sarah (Health)
Subject: FW: CFO SIGNED: Single Select Exemption – Fetal Medicine Unit
Attachments: CFO signed - FMU Services 27.1.23.pdf

OFFICIAL: Sensitive

FYI.

Kind Regards

Mitchel Green | A/g Business Manager
Division of Women, Youth and Children | Canberra Health Services | ACT Government
 Phone: 02 5124 7431 | Email: mitchel.green@act.gov.au
 Building 11, Level 2, Canberra Hospital, Yamba Drive Garran ACT 2606

From: Scott, Kate (Health) <Kate.K.Scott@act.gov.au> **On Behalf Of** Canberra Health Services Procurement
Sent: Monday, 30 January 2023 3:01 PM
To: CHS, WYC Executive Office <CHS.WYCExecutiveOffice@act.gov.au>
Cc: Vrbat, Suzi (Health) <Suzi.Vrbat@act.gov.au>
Subject: FW: CFO SIGNED: Single Select Exemption – Fetal Medicine Unit

OFFICIAL: Sensitive

Good afternoon WYC Team,
 Please find attached for your records the signed exemption documents
 Cheers

Kate Scott | Director Procurement
 Phone: 02 5124 2786 | Email: kate.k.scott@act.gov.au
Chief Financial Officer Division | Canberra Health Services | ACT Government
 Building 23, Level 2, Canberra Hospital | PO Box 11, Woden ACT 2606 | act.gov.au

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND



I acknowledge the Aboriginal and Torres Strait Islander peoples as the traditional custodians of the lands and waters of Australia, and the Ngunnawal and Ngambri people as the traditional custodians of the land in the ACT and surrounding NSW. I value the continuing contribution of their culture to this region and pay my respects to Elders past and present. I acknowledge people with a lived experience of mental illness and recovery and thank them for informing and improving our services.

From: Canberra Health Services CFO <CHSCFO@act.gov.au>
Sent: Monday, 30 January 2023 1:46 PM
To: Canberra Health Services Procurement <CHS.Procurement@act.gov.au>
Cc: Canberra Health Services CFO <CHSCFO@act.gov.au>; Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>; Scott, Kate (Health) <Kate.K.Scott@act.gov.au>
Subject: CFO SIGNED: Single Select Exemption – Fetal Medicine Unit

OFFICIAL: Sensitive

Hi Kate,

Please see attached CFO signed minute for the above procurement.

Thanks & regards
Jo

Jo Salmon | Executive Officer

Phone: 512 46896 | Email: chscfo@act.gov.au

Chief Financial Officer | Canberra Health Services | ACT Government

PO Box 11, GARRAN 2605 | health.act.gov.au

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND



ACT
Government

**Canberra Health
Services**

From: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Sent: Friday, 27 January 2023 9:49 AM
To: Canberra Health Services CFO <CHSCFO@act.gov.au>
Cc: Canberra Health Services Procurement <CHS.Procurement@act.gov.au>
Subject: FW: Single Select Exemption – Fetal Medicine Unit

OFFICIAL: Sensitive

Good morning Jo,

Could you please progress the attached minute to Paul for urgent signing? The content is sensitive and we will asked the BU to trim and limit access. Request information contained in Kate's email below.

Thank you,

Andrew Murphy

Senior Director Procurement and Supply

T: (02) 5124 4385 | M: Schedule 2.2(a) | E: Andrew.P.Murphy@act.gov.au

Chief Financial Officer Division | Canberra Health Services | ACT Government

Building 6, Level 2, Canberra Hospital, Garran ACT 2605

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND

From: Scott, Kate (Health) <Kate.K.Scott@act.gov.au> **On Behalf Of** Canberra Health Services Procurement
Sent: Friday, 27 January 2023 9:28 AM
To: Murphy, Andrew (Health) <Andrew.P.Murphy@act.gov.au>
Cc: Vrbat, Suzi (Health) <Suzi.Vrbat@act.gov.au>
Subject: Single Select Exemption – Fetal Medicine Unit

OFFICIAL: Sensitive

Hi Andrew,

for your review and progression to CFO office. Please note, the amendments have been made to the FDA section of the minute as discussed.

Title of Procurement: 2023011901
Single Select Exemption – Fetal Medicine Unit

| | |
|--|--|
| Has this document been vetted by the Procurement Team? | Yes/No |
| Have all appropriate processes been followed? | Yes/No |
| Is there a funding source available? | Yes/No |
| Is this procurement going to come to the CFO multiple times for sign-off? If yes, what step are we at? | Yes/No Next steps are pending contract development and approach to market development of Statement of Requirements (SOR) – determination of appropriate delegate pending. |
| Are you confident in the work? Do you recommend the CFO signs this minute? | Yes/No – Endorsed at Procurement Committee |
| When do you need this minute signed by? | 3 February 2023 |
| Comments | Sensitive information. Document not in TRIM. Please return via Sensitive email to CHS.Procurement@act.gov.au for progression back to Business Unit. |

Please let me know if you have any questions.

Cheers

Kate Scott | Director Procurement

Phone: 02 5124 2786 | Email: kate.k.scott@act.gov.au

Chief Financial Officer Division | Canberra Health Services | ACT Government

Building 23, Level 2, Canberra Hospital | PO Box 11, Woden ACT 2606 | act.gov.au

RELIABLE | PROGRESSIVE | RESPECTFUL | KIND



I acknowledge the Aboriginal and Torres Strait Islander peoples as the traditional custodians of the lands and waters of Australia, and the Ngunnawal and Ngambri people as the traditional custodians of the land in the ACT and surrounding NSW. I value the continuing contribution of their culture to this region and pay my respects to Elders past and present. I acknowledge people with a lived experience of mental illness and recovery and thank them for informing and improving our services.

Canberra Health Services

To: Minister for Health Tracking No.: MCHS23/56

Date: 2 February 2023

CC: Dave Pepper, Chief Executive Officer

From: Janet Zagari, Deputy Chief Executive Officer

Subject: Minister's Weekly Brief – 30 January to 3 February 2023

Critical Date: 3 February 2023

Critical Reason: To ensure you are briefed on current issues and events

Recommendation

That you note the information contained in the Minister's Weekly Brief – 30 January to 3 February 2023.

Noted / Please Discuss

Rachel Stephen-Smith MLA  11/2/23

Minister's Office Feedback

Please discuss FMU.

Out of Scope

KEY TOPICS/EMERGING ISSUES

Fetal Medicine Unit

The Fetal Medicine Unit (FMU) underwent an Independent Review in October 2022 to advise on the governance structure and Model of Care (MoC) for the Unit. The FMU has been under significant pressure in the last 12 months resulting from workforce shortages.

Ongoing efforts have been undertaken to attract and retain capabilities to ensure the team have the capacity to deliver services. However, due to national skills shortages within a highly competitive market, considerations are underway to build on existing resources through an approach to market for contracted services to ensure Canberra Health Services (CHS) can fulfil critical clinical needs within a safe working environment.

Out of Scope



Out of Scope



Out of Scope



Signatory Name: Janet Zagari Phone: 5124 8737
Deputy Chief Executive Officer

Action Officer: Brittany Kent Phone: 5124 9461
Executive Officer
Office of Deputy Chief Executive
Officer

Lang, Samantha (Health)

From: Banerji, Roopendra (Health)
Sent: Monday, 20 February 2023 4:15 PM
To: Lim, Boon (Health); Orefice, Roberto (Health); Freiberg, Susan (Health); CHS, O&G Senior Registrar
Cc: Barnes, Kelly (Health); Gaukroger, Mark (Health); CHS, WYC Executive Office; Dr Tween Low; Nissen, Julianne (Health); Nokes, Nikki (Health)
Subject: RE: Ultrasound training for registrars

OFFICIAL

Thank you Boon for keeping me in the loop.
 It will be great if it takes off.

Regards
 Roopendra

From: Lim, Boon (Health) <Boon.Lim@act.gov.au>
Sent: Monday, 20 February 2023 10:32 AM
To: Banerji, Roopendra (Health) <Roopendra.Banerji@act.gov.au>; Orefice, Roberto (Health) <Roberto.Orefice@act.gov.au>; Freiberg, Susan (Health) <Susan.Freiberg@act.gov.au>; CHS, O&G Senior Registrar <CHS.OGSeniorRegistrar@act.gov.au>
Cc: Barnes, Kelly (Health) <Kelly.Barnes@act.gov.au>; Gaukroger, Mark (Health) <Mark.Gaukroger@act.gov.au>; CHS, WYC Executive Office <CHS.WYCExecutiveOffice@act.gov.au>; Dr Tween Low <Schedule 2.2(a)(ii)>; Nissen, Julianne (Health) <Julianne.C.Nissen@act.gov.au>; Nokes, Nikki (Health) <Nikki.Nokes@act.gov.au>
Subject: Ultrasound training for registrars

OFFICIAL

Dear all,

As CFAC have indicated that they can no longer support ultrasound training for our registrars, I have been in discussions with Dr Deb Nisbet, Chair of the COGU Subcommittee of RANZCOG about this issue. She has put me in touch with a number of CMFM, COGU and DDUs from Melbourne who have indicated their interest to come to do some hands on training sessions with the registrars. The plan is that they will come either on Tuesday or Thursday, once a week and have a registrar rostered to the ultrasound session with them, so that they can provide direct hands on supervision. I anticipate that by doing this for 6 months, all the registrars would have satisfied their training requirements and have their APSS signed off. This will also guarantee that the registrars will get the appropriate level of supervision they need.

Tuesdays and Thursdays would be ideal because although they are meant to be 'low risk' days, they can also help to deal with any unexpected problem that arises.

Please let me know if you foresee any problem with this arrangement.

Many thanks.

Kind regards,

Boon.

Assoc. Prof. Boon H Lim
Clinical Director
Division of Women, Youth and Children
Senior Staff Obstetrician and Gynaecologist
Canberra Health Services
Level 2, Building 11, Canberra Hospital
Garran
ACT 2605
Australia

Tel: +61 (0)2 6174 7500



Reliable | Progressive | Respectful | Kind

Vice President



**THE ROYAL AUSTRALIAN AND NEW ZEALAND
COLLEGE OF OBSTETRICIANS AND GYNAECOLOGISTS**

Lang, Samantha (Health)

From: Dr Tween Low Schedule 2.2(a)(ii)
Sent: Monday, 20 February 2023 4:31 PM
To: Lim, Boon (Health); Orefice, Roberto (Health); Banerji, Roopendra (Health); Freiberg, Susan (Health); CHS, O&G Senior Registrar
Cc: Barnes, Kelly (Health); Gaukroger, Mark (Health); CHS, WYC Executive Office; Nissen, Julianne (Health); Nokes, Nikki (Health)
Subject: RE: Ultrasound training for registrars

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](#)

Dear Boon

Can you provide a more detailed proposal to the FIFO specialists providing ultrasound teaching to the registrars so I can add it into the credentialling document please?

Can we also have a meeting to discuss ultrasound teaching for registrars for the 2nd half of 2023 as a way forward?

Many thanks

Tween

Kind Regards,

Dr Tween Low
Consultant Gynaecologist and Fertility Specialist
ACT ITP coordinator

Level 1, Suite 2, Unit 28, 2 King Street Deakin ACT 2600
P| 02 6162 1649 E| admin@drtween.com.au



Caring for you

Confidentiality Notice: The information contained in this email message may be privileged, confidential and protected from disclosure. If you are not the intended recipient, any use, disclosure, dissemination, distribution or copying any portion of this message or any attachment is strictly prohibited. If you think you have received this email message in error, please notify the sender at the above e-mail address, and delete this email along with any attachments.

From: Lim, Boon (Health) <Boon.Lim@act.gov.au>
Sent: Monday, February 20, 2023 2:56 PM
To: Orefice, Roberto (Health) <Roberto.Orefice@act.gov.au>; Banerji, Roopendra (Health) <Roopendra.Banerji@act.gov.au>; Freiberg, Susan (Health) <Susan.Freiberg@act.gov.au>; CHS, O&G Senior Registrar <CHS.OGSeniorRegistrar@act.gov.au>
Cc: Barnes, Kelly (Health) <Kelly.Barnes@act.gov.au>; Gaukroger, Mark (Health) <Mark.Gaukroger@act.gov.au>; CHS, WYC Executive Office <CHS.WYCExecutiveOffice@act.gov.au>; Dr Tween Low ^{Schedule 2.2(a)(ii)} [REDACTED] Nissen, Julianne (Health) <Julianne.C.Nissen@act.gov.au>; Nokes, Nikki (Health) <Nikki.Nokes@act.gov.au>
Subject: RE: Ultrasound training for registrars

OFFICIAL

Hi Roberto,

Unfortunately we are at the mercy of their availability but I will put the option of Thursday to them. By the time we get credentialing done, I anticipate a start towards the end of March as a realistic timeframe.

Will keep you posted.

Kind regards,

Boon

Assoc. Prof. Boon H Lim
Clinical Director
Division of Women, Youth and Children
Senior Staff Obstetrician and Gynaecologist
Canberra Health Services
Level 2, Building 11, Canberra Hospital
Garran
ACT 2605
Australia

Tel: +61 (0)2 6174 7500



Reliable | Progressive | Respectful | Kind

Vice President



THE ROYAL AUSTRALIAN AND NEW ZEALAND
COLLEGE OF OBSTETRICIANS AND GYNAECOLOGISTS

From: Orefice, Roberto (Health) <Roberto.Orefice@act.gov.au>
Sent: Monday, 20 February 2023 2:51 PM
To: Lim, Boon (Health) <Boon.Lim@act.gov.au>; Banerji, Roopendra (Health) <Roopendra.Banerji@act.gov.au>; Freiberg, Susan (Health) <Susan.Freiberg@act.gov.au>; CHS, O&G Senior Registrar <CHS.OGSeniorRegistrar@act.gov.au>
Cc: Barnes, Kelly (Health) <Kelly.Barnes@act.gov.au>; Gaukroger, Mark (Health) <Mark.Gaukroger@act.gov.au>; CHS, WYC Executive Office <CHS.WYCExecutiveOffice@act.gov.au>; Dr Tween Low ^{Schedule 2.2(a)(ii)} [REDACTED] Nissen, Julianne (Health) <Julianne.C.Nissen@act.gov.au>; Nokes, Nikki (Health) <Nikki.Nokes@act.gov.au>
Subject: Re: Ultrasound training for registrars

OFFICIAL

Hi Boon
 Thank you for the support in finding an option for Registrar ultrasound training.
 Thursday would be a preferable day from an availability of USS rooms as Tuesday we already have 3 sonographers rostered.
 Would you have an idea of when this arrangement could start so I can sit down with Tween and Sarah to allocate registrars and start planning lists

Kind regards

Roberto

Dr Roberto Orefice
Maternal Fetal Medicine Specialist
Fetal Medicine Unit
Centenary Hospital for Women and Children
The Canberra Hospital

From: Lim, Boon (Health) <Boon.Lim@act.gov.au>

Sent: Monday, 20 February 2023 10:31

To: Banerji, Roopendra (Health) <Roopendra.Banerji@act.gov.au>; Orefice, Roberto (Health) <Roberto.Orefice@act.gov.au>; Freiberg, Susan (Health) <Susan.Freiberg@act.gov.au>; CHS, O&G Senior Registrar <CHS.OGSeniorRegistrar@act.gov.au>

Cc: Barnes, Kelly (Health) <Kelly.Barnes@act.gov.au>; Gaukroger, Mark (Health) <Mark.Gaukroger@act.gov.au>; CHS, WYC Executive Office <CHS.WYCExecutiveOffice@act.gov.au>; Dr Tween Low ^{Schedule 2.2(a)(ii)}

<Nikki.Nokes@act.gov.au> Nissen, Julianne (Health) <Julianne.C.Nissen@act.gov.au>; Nokes, Nikki (Health)

Subject: Ultrasound training for registrars

OFFICIAL

Dear all,

As CFAC have indicated that they can no longer support ultrasound training for our registrars, I have been in discussions with Dr Deb Nisbet, Chair of the COGU Subcommittee of RANZCOG about this issue. She has put me in touch with a number of CMFM, COGU and DDU's from Melbourne who have indicated their interest to come to do some hands on training sessions with the registrars. The plan is that they will come either on Tuesday or Thursday, once a week and have a registrar rostered to the ultrasound session with them, so that they can provide direct hands on supervision. I anticipate that by doing this for 6 months, all the registrars would have satisfied their training requirements and have their APSS signed off. This will also guarantee that the registrars will get the appropriate level of supervision they need.

Tuesdays and Thursdays would be ideal because although they are meant to be 'low risk' days, they can also help to deal with any unexpected problem that arises.

Please let me know if you foresee any problem with this arrangement.

Many thanks.

Kind regards,

Boon

Assoc. Prof. Boon H Lim
Clinical Director
Division of Women, Youth and Children
Senior Staff Obstetrician and Gynaecologist
Canberra Health Services
Level 2, Building 11, Canberra Hospital
Garran
ACT 2605

Australia

Tel: +61 (0)2 6174 7500



Reliable | Progressive | Respectful | Kind

Vice PresidentTHE ROYAL AUSTRALIAN AND NEW ZEALAND
COLLEGE OF OBSTETRICIANS AND GYNAECOLOGISTS

This email, and any attachments, may be confidential and also privileged. If you are not the intended recipient, please notify the sender and delete all copies of this transmission along with any attachments immediately. You should not copy or use it for any purpose, nor disclose its contents to any other person.

AGENDA MINISTER FOR HEALTH

| | |
|-----------------|---------------------------|
| Date | 20 February 2023 |
| Time | 10:00 – 11:00 |
| Location | Minister's Office / Webex |

| Item No. | Agenda Item | Person Responsible | Requested |
|--------------------------|--|--|--------------|
| Canberra Health Services | | | |
| Out of Scope | | | |
| 7. | Fetal Medicine Unit Attachment B: MCHS23/56 | Susan Freiberg | MO |
| Out of Scope | | Minister Stephen-Smith Sticky Note Susan Freiberg | Out of Scope |
| Out of Scope | | Please discuss FMU Kalena Smitham | Out of Scope |
| Out of Scope | | Update ion back to pre- | Out of Scope |

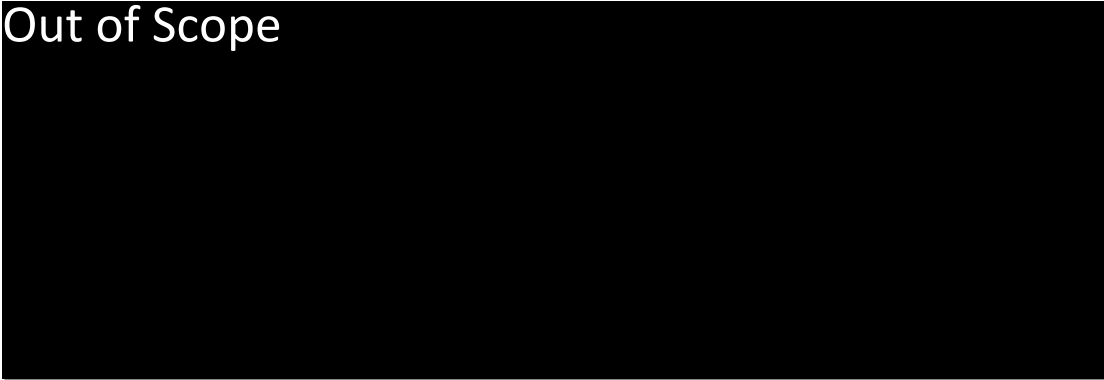




ACT
Government

**Canberra Health
Services**

Out of Scope



Lang, Samantha (Health)

From: Barnes, Kelly (Health)
Sent: Friday, 24 February 2023 2:50 PM
To: Savage, Sarah (Health)
Subject: FW: RANZCOG Re-accreditation and Registrar Ultrasound training

OFFICIAL

Kind Regards,

Kelly Barnes

Personal Assistant to
Clinical Director of Women, Youth & Children | A/Prof Boon Lim
Clinical Director of Obstetrics and Gynaecology | Dr Roopendra Banerji
Women, Youth & Children | Canberra Health Services
WYC Building 11, Level 3 | Yamba Drive, Garran ACT 2605
Ph: 02 5124 7583

**ACT**
Government**Canberra Health
Services**

Reliable | Progressive | Respectful | Kind

From: Lim, Boon (Health) <Boon.Lim@act.gov.au>
Sent: Thursday, 23 February 2023 2:55 PM
To: Barnes, Kelly (Health) <Kelly.Barnes@act.gov.au>; Banerji, Roopendra (Health) <Roopendra.Banerji@act.gov.au>
Cc: Freiberg, Susan (Health) <Susan.Freiberg@act.gov.au>; CHS, WYC Executive Office <CHS.WYCExecutiveOffice@act.gov.au>
Subject: RANZCOG Re-accreditation and Registrar Ultrasound training

OFFICIAL

Please send to all O&G Medical Staff

Dear all,

We have received a request for data from RANZCOG in order to start the re-accreditation process for the training program which is due this year. We are putting in the final touches for the submission which is due next Monday. Following this, you will all receive a survey from College regarding this so please respond within the required timeframe.

You will also have heard that CFAC have indicated that they can no longer support ultrasound training for our registrars. This is unfortunate but is due to their staffing situation, much like ours, where we are not just short of medical but also sonographer staff.

I have therefore arranged for three (3) Visiting specialists i.e. 1 CMFM and 2 Consultant Sonologists from the Royal Women's Hospital in Melbourne to attend once a week whose remit would be to dedicate their time to provide hands on supervision for the registrars and to also assess them for their APSS at the end of achieving their required scanning time and experience. The 3 doctors are:

Dr Shelley Rowlands CMFM
Dr Vivian Ainsworth DDU
Dr Hayden Waterham DDU

They are just starting their credentialing paperwork and will work with us to develop a timetable based on their availabilities. Once I have the timetable, I will ask Roberto to work with Sarah to ensure that registrars are rostered to these sessions. I am confident that with this arrangement, we will be able to meet the ultrasound requirements of all the trainees this year. They are all excellent and enthusiastic teachers and will be a huge asset.

I hope that the trainees will find this arrangement satisfactory and will meet their ultrasound training needs.

Many thanks.

Kind regards,

Boon

Assoc. Prof. Boon H Lim
Clinical Director
Division of Women, Youth and Children
Senior Staff Obstetrician and Gynaecologist
Canberra Health Services
Level 2, Building 11, Canberra Hospital
Garran

ACT 2605
Australia

Tel: +61 (0)2 6174 7500



Reliable | Progressive | Respectful | Kind

Vice President



THE ROYAL AUSTRALIAN AND NEW ZEALAND
COLLEGE OF OBSTETRICIANS AND GYNAECOLOGISTS

Lang, Samantha (Health)

From: Savage, Sarah (Health)
Sent: Friday, 24 February 2023 4:54 PM
To: Greg Schmidt; Steve Ross
Cc: CHS, WYC Executive Office; Lim, Boon (Health); Banerji, Roopendra (Health)
Subject: WYC Consultative Committee Update re: O&G Ultrasound training
Attachments: FW: Ultrasound training for registrars; FW: RANZCOG Re-accreditation and Registrar Ultrasound training

OFFICIAL

Dear Steve and Greg

In response to the concerns that were raised in the WYC Consultative Committee in relation to the ultrasound training for the O&G Registrars.

We wanted to provide an update to confirm that a plan has been put in place for this training to occur on Tuesdays/Thursdays for the next 6 months.

Please find attached the communication that has been shared with the team.

Kind regards
Sarah

Human Resources Business Partner
People & Culture
Canberra Health Services | ACT Government

Phone Schedule 2.2(a)(ii) Email: sarah.savage@act.gov.au
Level 1 Building 23, Canberra Hospital
PO Box 11, WODEN ACT 2606

Reliable | Progressive | Respectful | Kind



ACT
Government

**Canberra Health
Services**

Lang, Samantha (Health)

From: Lim, Boon (Health)
Sent: Monday, 20 February 2023 10:32 AM
To: Banerji, Roopendra (Health); Orefice, Roberto (Health); Freiberg, Susan (Health); CHS, O&G Senior Registrar
Cc: Barnes, Kelly (Health); Gaukroger, Mark (Health); CHS, WYC Executive Office; Dr Tween Low; Nissen, Julianne (Health); Nokes, Nikki (Health)
Subject: Ultrasound training for registrars

OFFICIAL

Dear all,

As CFAC have indicated that they can no longer support ultrasound training for our registrars, I have been in discussions with Dr Deb Nisbet, Chair of the COGU Subcommittee of RANZCOG about this issue. She has put me in touch with a number of CMFM, COGU and DDUs from Melbourne who have indicated their interest to come to do some hands on training sessions with the registrars. The plan is that they will come either on Tuesday or Thursday, once a week and have a registrar rostered to the ultrasound session with them, so that they can provide direct hands on supervision. I anticipate that by doing this for 6 months, all the registrars would have satisfied their training requirements and have their APSS signed off. This will also guarantee that the registrars will get the appropriate level of supervision they need.

Tuesdays and Thursdays would be ideal because although they are meant to be 'low risk' days, they can also help to deal with any unexpected problem that arises.

Please let me know if you foresee any problem with this arrangement.

Many thanks.

Kind regards,

Boon

Assoc. Prof. Boon H Lim
Clinical Director
Division of Women, Youth and Children
Senior Staff Obstetrician and Gynaecologist
Canberra Health Services
Level 2, Building 11, Canberra Hospital
Garran
ACT 2605
Australia

Tel: +61 (0)2 6174 7500



Reliable | Progressive | Respectful | Kind

Vice President



THE ROYAL AUSTRALIAN AND NEW ZEALAND
COLLEGE OF OBSTETRICIANS AND GYNAECOLOGISTS