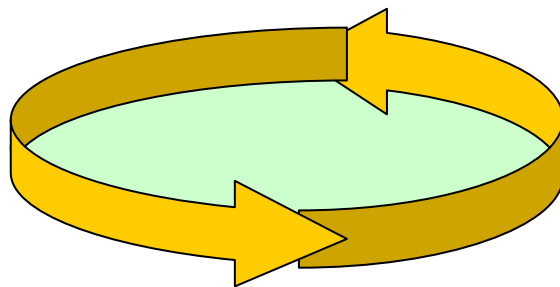


HEALTH FACILITY GUIDELINE & HEALTH FACILITY BRIEFING SYSTEM



“EVERGREENING” PROCESS

The Health Facility Guidelines/Health Facility Briefing System “Evergreening” Process

The revision of the NSW Health Facility Guidelines (HFGs) in an electronic format provides a current baseline that can be systematically evolved to accommodate changing service delivery, clinical needs and advanced technology. This new format uses the clause as the basic building block within a database, thus reducing the duplication of information between Guidelines. The HFGs provide consistent design considerations and planning information and is used by industry groups in the planning and designing of health facilities.

The early adoption of core knowledge and business systems across the Asset Management platform such as the further development and standardisation of Room Data Sheets and Room Layout Sheets is one of the key initiatives proposed in the Asset Procurement model. This initiative is to:

- Underpin an evidenced based design development platform for new health facilities;
- Increase a repository of health design Intellectual Property and knowledge
- Maximise the re-use of core design (potentially 30% of total design effort)
- Create a consistent quality of health facility design standards and to reduce documentation risk
- Re-enforce the strategic priorities of Health Business Improvement/Construction Business Improvement procurement reforms to maximise value for money and to optimise health spend, in particular a focus on Facility Management and Life Cycle Costing should become paramount.
- Adopt a systematic approach to Post Occupancy Evaluation and feedback on the performance of the new facilities.
- Introduce a more effective project definition framework which increases user confidence, reduces in delivery user changes and maximises built outcomes by reducing unplanned design budget pressure.

Room Data Sheets (RDS) and Room Layout Sheets (RLS) form part of the database structure for NSW Health Facility Guidelines and the Health Facility Briefing System (HFBS).

The maintenance of updated HFGs and HFBS accommodating the “evergreening” process is of strategic importance to the procurement of new facilities. The use of the latest web technology will ensure that all planners, designers and users have access to current Health Facility Guidelines and Health Facility Briefing System.

“Evergreening” is a continuous improvement process for the HFG’s and HFBS to ensure the timely inclusion of best practice initiatives and the enhancement of innovation. A structured approach to evergreening Health Facility design standards and systems is now possible as a result of the Asset Procurement Model. In the “evergreening” process of these tools, it is essential to obtain input and feedback into the development and ongoing improvement from users and stakeholders. The purpose of the ‘evergreening’ process is to:

- To ensure that Statewide Health Service Planning incorporating new models of care, clinical practice, technology are systematically and quickly brought into the facility planning process;
- To establish a discipline as to what facility standards are to be adopted and to demonstrate an acceptable return on investment;
- To keep the HFGs/HFBS current to reflect emerging technology and dynamic service models;
- To promote acceptance of the tools by users and stakeholders;
- To ensure that the tools reflect Best Practice in planning and design;
- Input into the Guidelines from clinical groups will create a more accepting environment and assist with change management and project implementation;
- Encourage ownership by the full range of stakeholders;
- Enable expert based service wide outcomes.

“Evergreening” Linkages

It is essential that the HFGs/HFBS are matched to and continuously updated to facilitate “best” clinical practice. Two conceptual linkages required to achieve this objective are:

Consultation and Input from Clinical Policy, Performance and Advisory Groups.

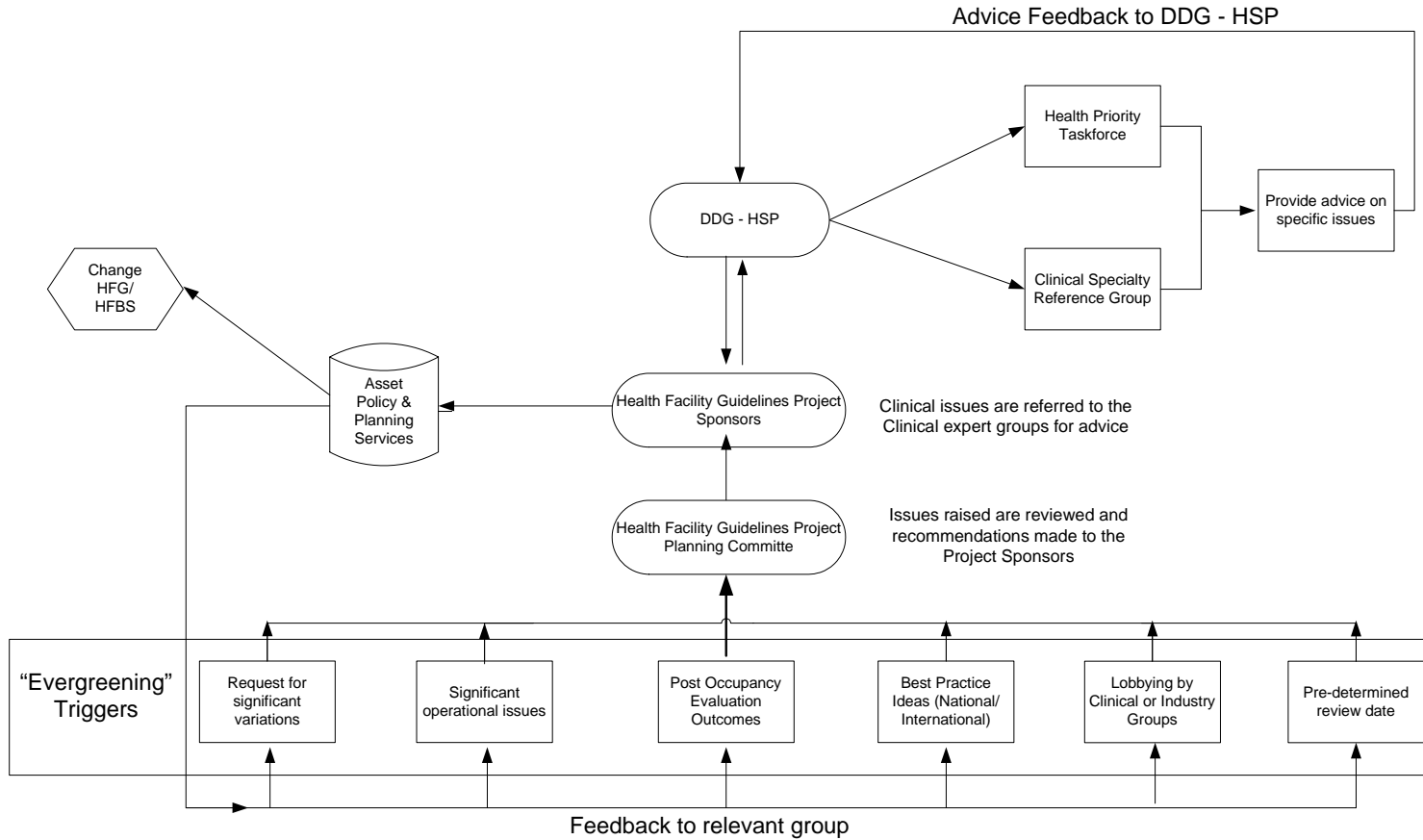
- The database for current and all future HFG’s is web based taking advantage of current information dissemination technology (web/database etc).
- The new HFG’s describe all Service levels to reflect current models of care and service delivery as a result changes in clinical practice.
- This new structure will increase the accessibility and improve the currency of HFG information.

The “Evergreening” Process

1. The Evergreening process is triggered by:
 - Requests for significant variations to HFG’s & HFBS from Capital project teams.
 - Significant operational issues highlighted by users or stakeholders;
 - Recommendations from Post Occupancy Evaluation projects;
 - Best Clinical or Industry Practice from National or International experience; and

- Lobbying from Clinical or Industry groups for amendments.
2. Issues raised that trigger the “Evergreening” process are considered by the Project Planning Committee (PPC) in terms of its relevance, appropriateness and urgency. Recommendations are made to the Projects Sponsors to seek clinical expert advice if seen as appropriate.
 3. The Project Sponsors will consider PPC’s recommendations and if the issues are statewide in nature and clearly identified, it will be referred to the Deputy Director-General, Health System Performance to be referred to either a Health Priority Taskforce or relevant Clinical Speciality Reference Group.
 4. Advice from the Health Priority Taskforce CSRA on the specific issues are feedback to the Project Sponsors via the Deputy Director- General, Health System Performance.
 5. Advice and recommendations are issued to Asset Policy and Planning Services (APPS) for action. The Project Planning Committee will be informed of the advice and recommendations and the Centre for Health Assets Australasia will make changes to the HFG and HFB systems and track the changes. APPS will also provide feedback to the relevant group that had raised the issue for consideration.
 6. It is not expected that adhoc changes to HFGs will be raised at project inception or on a project specific basis in future unless a particular pilot project was sanctioned by Statewide Planning or Strategic Asset Management.

Health Facility Guidelines/Health Facility Briefing System “Evergreening” Process



Asset & Contract Services
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