

National Safety and Quality Health Service Standards (second edition)

APPLICATION PROCESS AND SCHEDULING OF SHORT NOTICE ASSESSMENT PATHWAY (SNAP)

Advisory Notice 1/2019

April 2019

The SNAP applies to all Tasmanian health service organisations in accordance with the Department of Health *Tasmanian Accreditation Compliance Manual for Public and Private Health Services* and the Australian Health Services Safety and Quality Accreditation (AHSSQA) Scheme.

The SNAP requires health service organisations to comply with the requirements of the National Safety and Quality Health Service Standards (second edition) and have in place processes to demonstrate compliance at any time.

1. Application process and scheduling of short notice assessment pathway

- 1.1. Participation in the SNAP is voluntary for health service organisations
- 1.2. Health service organisations wishing to commence short notice assessments should seek approval from the Department of Health Regulation Unit at least **6 months** before their current accreditation award expires. This is to allow enough time for the Regulation Unit to consider and consult with the Commission as to the standards selected for the initial assessment.
- 1.3. Requests to participate in the SNAP are to be made in writing by the Chief Executive Officer of the health service, directly to the Regulation Unit.
- 1.4. Health service organisations contemplating short notice assessments should ensure their safety and quality systems are well embedded, and routine processes are in place to monitor safety and quality performance against the National Safety and Quality Health Service Standards (second edition).
- 1.5. The request should demonstrate that they have considered;
 - 1.5.1. Potential risks and appropriation of the mitigation strategies for the short notice assessment pathway
 - 1.5.2. Advice obtained from the Commission, the accrediting agency, and/or any other external organisation's recommendations regarding the intention to transition to the short notice pathway.
- 1.6. In deciding, the Regulation Unit will consider the following;
 - 1.6.1. The level of risks and mitigation strategies outlined in the request.
 - 1.6.2. The previous accreditation achievements of the health service organisation, their performance track record, and any ongoing quality and safety issues.
- 1.7. The department will provide a response in writing to the Chief Executive officer of the health service within **28 days** of receipt of the request to transition to the short notice assessment pathway.

2. Questions and further information

For all questions or further information about the *Tasmanian Accreditation Compliance Manual for Public and Private Health Services*, visit <https://www.dhhs.tas.gov.au/privatehealthregulation> or contact 6166 3856 | hselicensing@health.tas.gov.au