

Private Hospitals Unit News

Issue 3, January 2005

Annual inspections

In 2004, the annual inspections have identified a number of recurrent issues. The following recommendations are provided to assist proprietors in their endeavours to ensure compliance with the Health Services Act 1988 and Health Services (Private Hospitals and Day Procedure Centres) Regulations 2002:

Nurse call bells

Proprietors are encouraged to review their currently installed nurse call system to ensure not only compliance with Regulation 40, but also the current Departmental design guidelines and Building Code of Australia Specifications. As such, nurse call bells must be linked to an annunciating panel and be able to be cancelled from source.

Rosters ratio for Registered Nurses Division 1 and Division 2

In line with Regulation 27(3), when 3 or more Registered Nurses are on duty, a third may be Registered Nurses Division 2. However, if less than three Registered Nurses are required, both must be Division 1.

On site stock of Dantrolene

Facilities registered to undertake surgical procedures under general anaesthetic should ensure that - as per The Australian and New Zealand College of Anaesthetist's Guidelines T1 & T2 (2000) - a supply of dantrolene for the initial treatment of malignant hyperpyrexia is immediately accessible to all anaesthetising locations, with further doses being readily available on request.

Reprocessing of loan instruments

In line with the current Infection Control standard AS 4187:2003 Section 12.4.3, all loan instruments received on site must undergo 'a complete, routine cleaning and processing prior to sterilization by the wrapped method'. Mere flashing of instruments, due to perceived lack of time is inappropriate. This applies to both dentists and surgeon's own instruments.

Annual validation of sterilisers

The current infection control standard AS 4187:2003 outlines the requirements for annual validation of sterilisers. Since this is not necessarily undertaken as part of a standard service, proprietors are encouraged to ensure that provisions for appropriate validation of all sterilisers used on site are made with a relevant infection control practitioner/manufacturer/service provider.

Security key pads

If the facility has ward entrances equipped with security keypads that assist with the management of wandering patients, such keypads must be linked to the fire management system for automatic de-activation in an emergency.

Annual Essential Services Report

Proprietors of privately registered facilities in Victoria must be able to show evidence of effective maintenance of any safety equipment, safety fitting or safety measure required in relation to that building. As such, an Annual Essential Services Report and any relevant maintenance/service records must be readily available on site. For more information refer to the facility's Occupancy Permit or the Building Regulations 1994, section 11.2 - 11.10

From the Director, Programs

Welcome to the third edition of the private hospitals newsletter.

The newsletter aims to provide information of relevance and interest to the proprietors of private hospitals and day procedure centres in Victoria.

It will be sent to proprietors and also be available at:

www.health.vic.gov.au/privatehospitals

There is useful information to assist you as a proprietor to fulfil your legislative responsibilities.

Trevor Sutherland
Acting Director, Programs
Metropolitan Health and Aged Care Services
Department of Human Services

Renewal of registration

Proprietors should note that the findings of annual inspections and the response to any recommendations are included in the assessment for Application for Renewal of Registrations.

Approval in principle

In accordance with the conditions of granting the Approval in Principle, proprietors are required to contact the Department for an inspection **prior to** occupying any new/re-developed area. Failure to comply with this condition is not only a breach of your regulatory requirements, but also a potentially serious risk to patient safety

Changes to current departmental design guidelines

The Victorian *Private Hospitals and Day Procedure Centre Design Guideline* are being finalised and will be released shortly. Once released, all registered facilities will be notified and invited to an information session. In the meantime, current design guidelines listed on the Private Hospital's website, continue to apply.

Publications and websites of interest

- A new recommendations document entitled *Reducing Public Health Risks associated with reusable Medical Devices* has been released by the TGA and is now available online at <http://www.tga.gov.au> or from the TGA publication Office on (02) 6232 8610
- The Victorian DHS Infection Control & Prevention Unit has recently released an *AS/NZS 4187:2003 Compliance Audit tool* and accompanying scoring system, which could be used to ascertain level of compliance with the AS/NZS 4197:2003 standard. For interested parties, both documents are available at <http://www.health.vic.gov.au/infcon/>
- A new edition of the *Risk Management AS 4360:2004* has been released, together with an accompanying handbook HB 436:2004 and are available from the SAI-GLOBAL at <http://www.riskmanagement.com.au/> or by calling 1300 65 46 46
- For information on *Victorian Drugs and Poisons Regulations and Permits* refer to the Public Health - Drugs and Poisons Unit at <http://www.health.vic.gov.au/dpu/> or phone (03) 9617 4055.
- The Australian Bureau of Statistics (ABS) has issued the *2002-03 National Statistics Report on Private Hospitals and Freestanding day procedure centres*. It provides facility related information (e.g. beds, specialities, etc) but also activity, staffing and financial data. For further information refer to www.abs.gov.au or phone 1800 806 415. Catalogue number is 4390.0
- Australian Institute of Health and Welfare (AIHW) has released a review document on the *Practice Patterns of Oral and Maxillofacial Surgeons in Australia*. For further information refer to <http://www.aihw.gov.au/publications/index.cfm/subject/6> or contact (02) 6244 1032

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