

Briefing Paper

Central Queensland, Wide Bay, Sunshine Coast PHN

Request for Expression of Interest Clinical Council Membership

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Central Queensland, Wide Bay, Sunshine Coast PHN acknowledges the traditional custodians of the land on which we work and live and recognises their continuing connection to land, waters and community. We pay our respect to them and their cultures; and to elders past, present and emerging.

The PHN gratefully acknowledges financial and other support from the Australian Government Department of Health.

optimising your health country to coast

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I. Clinical Council Application Process

Register interest and direct questions with Clinical Council Coordinator



Read the Briefing Paper & Criteria
detailed in this document



Complete Selection Criteria (including brief biography and referees)
via email to jcampbell@ourphn.org.au



PHN undertakes Assessment of Expression of Interest



Contact made with successful applicant to:

1. Confirm willingness to participate;
2. Confirm details provided in application remain correct;
3. Undertake due diligence; and
4. Accept and sign member agreement and other relevant forms

1. Introduction

Primary Health Networks (PHNs) have been established with the key objectives of increasing the efficiency and effectiveness of medical services. PHNs are independent organisations funded predominantly by the Australian Government.

The key objectives of all PHNs nationwide are:

- 1) Increasing the efficiency and effectiveness of medical services for patients, particularly those at risk of poor health outcomes; and
- 2) Improving coordination of care to ensure patients receive the right care in the right place at the right time.

PHNs commission and coordinate primary and preventive healthcare according to local needs, while focusing on the six National key priority areas for health improvement:

- 1) Aboriginal and/or Torres Strait Islander health;
- 2) Mental Health;
- 3) Population Health;
- 4) Health Workforce;
- 5) eHealth; and
- 6) Aged Care.

2. About the PHN

Central Queensland, Wide Bay, Sunshine Coast PHN (the PHN) coordinates and commissions primary and preventive healthcare from the Sunshine Coast to Central Queensland. Primary healthcare is healthcare that takes place outside of a hospital, such as by GPs, allied health, chronic disease management, aged care, mental health and Aboriginal and Torres Strait Islander health.

The PHN identifies where there are areas of need. This may include; lack of health care services, difficulty in accessing services, or regions with particularly high health needs, and then works closely with general practice, allied health care providers, hospitals and the broader community to establish services to enable patients to receive the right care in the right place at the right time.

Learn more about the PHN at www.ourphn.org.au

3. Background

The PHN has three Clinical Councils that are aligned with the Hospital and Health Service boundaries, and represent the sub-regions of Central Queensland, Wide Bay and Sunshine Coast. The primary role of the GP-led Clinical Councils is to provide advice to the PHN's Board on locally relevant clinical issues to ensure that decisions, investments and innovations are strategic, cost-effective, and aligned to local care experiences and expectations.

The Clinical Councils act as the regional champions of local clinical care pathways designed to streamline patient care, improve the quality of care and utilise existing health resources efficiently to improve health outcomes. This includes pathways between hospital and general

practice that influence the follow-up treatment of patients. Pathways to be prioritised will be those that align with national or PHN specific priorities, thus ensuring population cohorts experiencing chronic and complex conditions are better and more efficiently managed within the primary health care system.

Further background information on the establishment of Clinical Councils can be found on the [Department of Health website Primary Health Networks Grant Programme Guidelines](#) (Page 8 1.3.1. Clinical Councils)

4. Scope

While GP led, it is expected that Clinical Councils will involve other health professionals, see Section 5 below. Clinical Councils will assist PHNs to develop local strategies to improve the operation of the health care system for patients, residing within the in the PHN region, by facilitating effective primary health care provision. This aims to reduce avoidable hospital presentations and admissions. Clinical Councils will be expected to work in partnership with local Hospital and Health Services in this regard.

5. Eligibility

Members of the Clinical Councils **must** reside or practice in the geographical area of the relevant Clinical Council that they are applying for. Applicants who do not reside in the geographical area of the relevant Clinical Council that they are applying for, will be disqualified.

When submitting the selection criteria (see Section 6) please include the following a short biography.

Membership of each Clinical Council has been strategically designed in partnership with the PHN CEO and Executive Leadership Team (ELT) for the unique areas they represent.

The Clinical Councils' membership may comprise, but are not be limited to, the following;

- a) General Practitioners
- b) Primary Care Nurses (general practice or community)
- c) Allied Health professionals
- d) Pharmacists
- e) Community Pharmacy (elected representative of branch committee region)
- f) Aboriginal and Torres Strait Islander Health Workers
- g) Specialists (Public and Private sector)
- h) Queensland Ambulance Service (QAS)
- i) Royal Flying Doctors Queensland (RFDS)
- j) Aged Care providers
- k) Health Professors / Academics
- l) Oral health experts (Dental or Oral Health Professional)
- m) Hospital and Health Service management (CEO, COO or equivalent)
- n) Hospital and Health Service clinicians
- o) Sub-Regional Community Advisory Council member.

6. Selection Criteria

Selection Criteria (SC) are grouped under three headings set out below. Each response is limited to no more than 100 words:

6.1 Strategic and advisory role/experience

SC1: Demonstrate your ability to advise on National and PHN-specific priorities, including identifying and addressing health needs of populations.

SC 2: Provide details of any experience you may have had serving on health advisory committees.

SC 3: Describe what you consider are the most relevant health service access and quality related issues, in your locality, that need to be addressed by the PHN.

6.2 Monitoring and evaluation

SC 4: Please demonstrate your ability to critically assess a given situation, through the effective use of health-related data.

6.3 Communication and engagement

SC 5: Describe how you would disseminate and share information with your current networks and the PHN Clinical Councils.

SC 6: Describe how you would promote effective communication between service providers, to ensure effective patient flows, within and across PHN boundaries.

7. Intellectual Property

Any Intellectual Property, such as, business processes and policies, or any other material, developed by Members of Clinical Councils, while undertaking Clinical Council activities, will remain the property of the PHN.

8. Reimbursements

Meeting reimbursements are explained in the Clinical Council Terms of Reference, section 15.

9. Referees

9.1 Applicants will be required to provide details of two (2) referees who can provide reliable information on recent, similar or comparable work you have been involved in, including engagement with relevant stakeholders, links or networks with the target group(s) and organisational capability.

9.2 The PHN reserves the right to contact the Applicant's referees, or any other person, for the purpose of evaluating the EOI Application.

10. Evaluation Process

The process for the evaluation of Applications will be as follows:

10.1 Applications received by email;

10.2 The PHN negotiates with preferred Applicant/s;

- 10.3 The PHN issues an Agreement to the successful Applicant(s), only after successfully undertaking reasonable enquiries in relation to the preferred Applicant (Due Diligence);
- 10.4 The PHN may in some cases, request further information or revised Applications, prior to any resulting Agreement being awarded;
- 10.5 The Applications will be evaluated against the selection criteria, specified in Section 6, of this Briefing Paper;
- 10.6 The evaluation of the Applications will be at the sole discretion of the PHN. The PHN may include any matters it reasonably considers relevant, including any information provided by the Applicants' referees or obtained through any other bona fide source of information.

11. Due Diligence

Prior to issuing the Member Agreement, the PHN will undertake reasonable enquiries in relation to the preferred Applicant/s.