

Management and staffing standard (version 6)

STANDARD

- The provision of health services at the facility must be organised and administered to provide optimum patient care according to the goals and objectives of the facility and to meet the needs of the patient population being served.

This Standard is not satisfied unless:

- A copy of the licence is on display for public viewing.
- An organisational chart showing clearly established lines of responsibility and communication for medical, nursing and ancillary services within each health service and between appropriate health services provided at the facility .
- Relevant professional guidelines and statutory requirements are documented and regularly updated.
- Policies and procedures reflect current professional principles and practices for each health service and are consistent with the goals and objectives of the facility.
- Policies reflecting contemporary human resource management practices are developed and implemented .
- A registered nurse at the facility is appointed in charge of the nursing staff.
- In accordance with the Queensland Health Clinical Services Capability Framework for Public and Licensed Private Health Facilities¹ (CSCF), there should be documented processes underpinning the links between health services for the referral and transfer of patients.
- All staff members receive, on appointment, documented and dated job descriptions and appropriate orientation.
- Processes are in place to recognise and regularly review employee and visiting health practitioners' qualifications, skills and competence.
- Professionals providing health services within the facility maintain registration with the relevant health professional registration authority.
- Access is available to continuing education programs, which maintain and augment knowledge and skills of employees and contract staff.
- All staffing, equipment and ancillary health services are in accordance with the Queensland Health CSCF and CSCF Companion Manual¹.
- A risk management plan is developed and implemented.

References :

- *Anti-Discrimination Act 1991.*
- AS/NZS ISO 31000:2009 Risk management-Principles and guidelines.

¹ As updated from time to time
1 September 2016