

FREQUENTLY ASKED QUESTIONS

CAPACITY ASSESSMENT PROJECT (CAP) SITE VISITS

What is CAP?

CAP is a collaborative, statewide consultation to understand how NSW Health Services have changed in terms of governance since greater autonomy was introduced in 2011, while also highlighting innovation.

How Is CAP Being Run?

CAP is a two-part process.

A self-assessment survey covering Quality & Safety, People & Culture, Governance & Leadership, and Finance has now been completed and the results distributed to all 19 participating Health Services.

Site visits to all participating Health Services to both discuss these results and identify innovation will take place between 20 April and 15 May 2015.

Are the Site Visits an Audit?

No. CAP will allow Health Services and the NSW Ministry of Health to more objectively understand governance and operational capacity since greater autonomy was introduced, while also highlighting key achievements and areas requiring extra resources or attention.

How will CAP Site Visits Happen?

Site visits will mostly take place at a secondary health site in the Health Service for greater local level engagement, and include a facility tour, meetings with relevant members of the Board, Executive team, domain specific workshops, and a final feedback session.

Who Will Be Involved?

CAP Assessment Teams include a member of the Ministry Senior Executive, subject matter experts, members of the Ministry's Young Professionals Network and a nominated representative of the participating Health Service.

The Chief Executive, Executive and Executive members of staff of each of the 19 Health Services will take part in discussions, but numbers of attendees will vary across each of the Health Services.

How Will Meetings Be Run?

A Discussion Guide has been included in the Information Pack sent to all participating Health Services. The Guide provides information on the CAP self-assessment survey and highlights areas of excellence, areas for improvement and any divergence of views across a Health Service.

How Should I Prepare For A Site Visit?

The Discussion Guide is the best preparation for participating in any Site Visit meetings as it will help you understand the key issues highlighted from the CAP self assessment survey. No formal presentations or briefings are required; the focus is on facilitated and exploratory discussion.

What Will CAP Produce?

19 Health Service CAP reports will be developed, drawing from the self assessment and site visit information; a Statewide CAP report summarising all 19 Health Service data; and NSW Health Innovation report showcasing best practice in each of the 19 Health Services.

How Can I Get More Information?

Visit the CAP website
www.health.nsw.gov.au/cap

call the CAP Team on
9391 9874

or email us at
cap@moh.health.nsw.gov.au
