

FACT SHEET

CAPACITY ASSESSMENT PROJECT (CAP) SITE VISITS

Introduction

In 2011 NSW Health began shifting significant health management and governance responsibilities to Local Health Districts, Specialty Health Networks and Ambulance Service - collectively known as “Health Services”.

In 2015 NSW Health is progressing a Capacity Assessment Project or CAP, a broad based consultation to both understand the reform experience of the 19 Health Services since 2011, while also identifying governance and operational strengths, challenges and areas of service innovation.

CAP Assessment Phases

Phase 1: Developing the Assessment Criteria

The CAP assessment criteria was developed in consultation with Health Services in late 2014.

Phase 2: Self-Assessment Survey

The first phase of CAP was an online self-assessment survey focused on four main governance domains: Quality & Safety, People & Culture, Governance & Leadership, and Finance. The survey findings have been analysed and 19 interim reports drafted to inform the next assessment phase.

Phase 3: Site Visits

CAP Assessment Teams will visit all 19 Health Services. These visits will provide an opportunity for a broader, more qualitative understanding of Health Service governance by reviewing the survey results, discussing areas of achievement, best practice and possible identified opportunities for improvement, and where necessary any significant areas of divergence across the response cohorts.

Phase 4: Reporting

Draft Health Service Capacity Reports will be developed in consultation with Health Services following the Site Visits.

CAP Site Visits

Purpose of the Site Visits

The site visits are intended to be an open and collaborative process, with the purpose of:

- Understanding the key themes and issues arising from the self-assessment reports;
- Exploring assessment criteria in more depth and gathering contextual information from each organisation;
- Building and strengthening relationships between the Ministry and Health Services, and across Health Services.

Structure of the visit

The agenda for each Visit has been developed in close consultation with Health Services. It includes meetings and workshops with the Health Service Board (where applicable), Executive Team and senior clinical and operational staff, as well as a facility tour.

Attendance

Chief Executives have invited Executive teams, clinicians and senior management in each of the 19 Health Services to take part in discussions. Numbers of attendees will vary across each of the Health Services.

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

Preparation

An information pack will be circulated to Health Services in advance of the visit. This will include the agenda, self-assessment report, a discussion guide and attendance list. The focus of the visit is on broad and exploratory discussions of the key themes emerging from the self-assessment report. No formal presentations or briefings are required.

More information

Visit the CAP website
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