

Grampians Health

Freedom of Information

Part II Statements - Publication of Information

In accordance with Part II of the Freedom of Information (FOI) Act 1982 Grampians Health is required to publish certain statements relating to its functions, processes and documents held by the organisation.

Statement 1: Organisation and Function

Grampians Health is a major regional health service formed through the merger of Ballarat Health Services and Wimmera Health Care Group, Edenhope & District Memorial Hospital and Stawell Regional Health. It provides comprehensive healthcare across the Grampians region, servicing a population of over 300,000 across more than 100,000 square kilometres—from Bacchus Marsh to the South Australian border.

With key campuses in Ballarat, Horsham, and Dimboola, Edenhope & Stawell, Grampians Health delivers acute, sub-acute, community, residential aged care, and mental health services. It is one of the region's largest employers, with over 4,800 staff and a strong volunteer network.

The organisation is governed by a Board of Management and led by a Chief Executive Officer and Executive Team. Operational responsibilities are distributed across key divisions including Clinical Services, Medical Services, Community and Mental Health, Residential Care, Corporate Services, and People & Culture.

Grampians Health is committed to clinical education and research, maintaining strong partnerships with institutions such as the University of Melbourne, Deakin University, Federation University, and Australian Catholic University.

Community engagement is supported through advisory committees that advocate for consumer involvement in service planning and improvement. Library services are available to staff and students, offering access to a wide range of clinical and academic resources.

The CAC also has an important role in advocating to the Board of Management on behalf of the community, consumers and carers. Grampians Health aims to meet the needs of its community and takes seriously the responsibility under the Health Services Act to ensure effective community participation.

GH incorporates consumer feedback and community views into all quality improvement processes.

Further information about GH is accessible via Annual Reports and through the GH website.

Statement 2: Categories of documents

Grampians Health creates and maintains a large number of documents and records in the course of its work. The types of documents that Grampians Health maintains includes:

- policy, procedures and standards
- reports
- medical records
- registers
- correspondence
- meeting records
- financial records
- audio visual material
- staff records
- archival records

The definition of the word "document" is given broad scope in the FOI Act. Examples of documents are books, maps, plans, drawings, audio-visual media, photographs and documents that could be produced in discrete form by the use of a computer or other equipment (e.g. material stored in a database, USB stick or hard drive). It does not include library material maintained for reference purposes.

Statement 3: FOI Arrangements

Publicly available documents are listed and accessible via the Publications section of the Grampians Health website.

To access non-published documents held by Grampians Health, an application must be made for access under the FOI Act. FOI applications must be in writing, in either the form of a letter or a completed FOI application form or via the online portal.

Requests for personal information will not be processed without a valid form of identification.

Application forms are available on-line from the Grampians Health website.
All requests should be addressed to:

FOI Officer
Grampians Health
PO Box 577
BALLARAT VIC 3353

The request must include payment of the application fee. The current fee schedule is list on the application form.

The application fee will be waived if the applicant provides evidence that they have any concession cards e.g. a current Centrelink card.

Statement 4: Publications

The Grampians Health website has links to a wide range of publications available including the following:

- Annual Reports
- Strategic Plan
- Statement of Priorities
- Media Releases
- Organisational Chart
- Gifts, Benefits & Hospitality Register
- Gifts, Benefits & Hospitality Policy

Grampians Health produces a wide range of written health information across the organisation. Written health information is any information, including brochures, instruction sheets, posters, advertising fliers and/or information available to consumers via electronic or print media. Written health information is distributed by staff providing treatment, care and/or services.

The Grampians Health library serves the information needs of staff and students through access to the collection of approximately 7,000 books, and 10,000 electronic journals covering health sciences and related subjects such as law, ethics, sociology and business administration.

Statement 5: Rules, policies and procedures

To support the operation and administration of Grampians Health a range of internal policy and procedural documents are maintained.

For further information regarding other Grampians Health rules, policies and procedures, contact the office of the Chief Executive Officer on 5320 4300.

Statement 6: Report literature

Under section 11 of the FOI Act, Grampians Health must make a range of final reports and records of decisions relating to policy and the administration of policy available for inspection or purchase. The documents listed below are available on the Grampians Health website:

- Annual report
- Quality of Care report
- Media Releases
- Strategic Plan
- Statement of Priorities
- Environmental Sustainability Statement