

Expression of Interest for Provision of Staff Health Services at the Royal Women's Hospital

The Women's invites expressions of interest for the provision of a Staff Clinic to coincide with its move to its new Parkville site from mid 2008. The Women's intends to enter into an agreement with the successful provider to provide health services to staff of the Royal Women's Hospital, including immunizations required by the Women's as employer (with appropriate reports to RWH) and competent and timely management of any exposures to blood/body fluid, again with clear reporting to RWH of all exposures managed by the Staff Clinic in a timely and appropriate manner.

This agreement is subject to approval by the Board of Directors of the Women's in its absolute and uncontrolled discretion and no legally binding agreement will result until the Board resolves to execute the agreement.

The Women's reserves the right to reject any response to this EOI process and not proceed with the selection of a provider.

The Women's may at its election negotiate and select alternative providers.

The Women's may at its option obtain information subsequent to the submission of responses for the purposes of clarification.

The Women's may in its absolute and uncontrolled discretion seek a response for an in house solution at a later date.

It is envisaged that the new Staff Clinic for staff at the Royal Women's Hospital in Parkville will commence mid 2008.

The successful provider will be required to comply with all applicable Women's policies and procedures, to follow up immunizations with antibody levels (as in Hepatitis B vaccination), or the follow up of blood/body fluid exposure with antibody levels, and to provide counselling and report at least annually, providing accurate data on:

- the usage of the Staff Clinic by Women's staff
- the number of immunizations given
- the numbers of exposures treated
- the number of WorkCover matters handled.

The Women's reserves the right to conduct staff satisfaction surveys at regular intervals with respect to the Staff Clinic and to evaluate the results of such surveys with the co-operation of the provider.

The respondents to this EOI process are encouraged to specify what health services they would provide to staff of the Women's in the Staff Clinic e.g. Physiotherapy. Also, the means of funding the cost of providing this service, whether by bulk billing through Medicare or otherwise, is to be specified in the response.

Note if the provider requires space for a clinic in the new Women's facility at Parkville, please note that rental and outgoings will be set at commercial rates to be agreed between the parties, and will be required to be evidenced in a formal lease.

Expressions of interest should be addressed and received by COB Friday 14 December 2007 to:

Elizabeth Kennedy
Corporate Counsel
The Royal Women's Hospital
132 Grattan St Carlton
Victoria 3053
Phone: 9344 3298
Email: Elizabeth.kennedy@rwh.org.au