BAC-BR-18471

Professor Euan M Wallace AM

Secretary    
Department of Health

50 Lonsdale Street   
MELBOURNE VIC 3000

Dear Secretary

**STATEMENT OF EXPECTATIONS FOR DEPARTMENT OF HEALTH’S HEALTH SERVICE FACILITIES REGULATION UNIT**

I am pleased to provide you with my expectations for the Department of Health’s (the department) Health Service Facilities Regulation unit to guide the regulator’s business planning processes.

In my portfolio, as Minister for Health I administer a range of Acts and regulations designed to promote wellbeing and to protect the health of the Victorian community. I am committed to improving the health and wellbeing of all Victorians. This includes achieving safe patient care for all patients of private hospitals, day procedure centres, non-emergency patient transport providers and first aid services.

As Minister for Health, I am responsible for administering the Part 4 of the *Health Services Act 1988* and the *Non-Emergency Patient Transport and First Aid Services Act 2003*. This guidance should be read in the context of the objectives, obligations and functions outlined in these Acts. This guidance should also be read in the context of any other legislative and non-legislative obligations on the Health Service Facilities Regulation unit.

Based on consultation with the department about the government’s priorities and emerging risks, my expectations for the Health Service Facilities Regulation unit are as follows.

* Increase regulatory compliance by reviewing and amending guidance materials and forms. The review will include the publication of amended guidance materials on the department website and seeking stakeholder feedback.
* Review and amend the existing risk-based regulatory framework to reflect recent changes in legislative requirements and changes in best practice.
* Engage dedicated expertise to lead, scope, recommend and develop a functional database system that includes data integrity controls to manage the collection, storage, and processing of applications, including the monitoring and reporting of registered service providers.

In addition, I expect all regulators in the health portfolio to commit to and action:

* Contributing to health, wellbeing, and safety outcomes for Aboriginal people and the advancement of Aboriginal self-determination.
* Climate change adaptation and enhancing health system resilience through the improvement of environmental sustainability.

I request the department’s Health Service Facilities Regulation unit to incorporate these expectations into their business plans and include milestones for when the team will meet these expectations, and report on progress. The business plans should also include appropriate milestones to review the content of this letter and to advise me when it needs to be updated or renewed. At any time, I may request that you report on meeting my expectations or issue a new statement of expectations letter.

I further request the department’s Health Service Facilities Regulation unit to undertake a light touch review of the expectations in this letter as part of their annual reporting obligations and to advise me if there are any refinements they would recommend.

I look forward to the Health Service Facilities Regulation unit working continuously towards achieving best practice in the administration and enforcement of regulation.

Yours sincerely

**The Hon Mary-Anne Thomas MP**

1 / 7 / 2023