

Dr B Gooley
Director
La Vie Developments Pty Limited
PO Box 323
KINGSGROVE NSW 2208

Dear Dr Gooley

Approval in principle to operate a day procedure centre

I refer to your application for a licence to operate Illawarra International Specialist & Surgicentre under the Private Hospitals and Day Procedure Centres Act 1988. The proposed day procedure centre will be located at Corner Avondale and Huntley Roads, Huntley, NSW 2530. The licensee is La Vie Developments Pty Limited.

The NSW Department of Health has now completed propriety checks on the applicant and no issues have been raised that impede the applicant from holding a licence to operate a day procedure centre under the Private Hospitals and Day Procedure Centres Act 1988.

After considering documents provided with the application and the result of investigations made by the Private Health Care Branch of the NSW Department of Health, I am pleased to approve your application in principle.

This approval in principle is subject to the following conditions and a licence will not be issued until these conditions are met:

- You provide the following documentation to the satisfaction of the Private Health Care Branch:
 - written confirmation of government building approval for the development and a copy of any conditions applicable.

Plan approval process:- Please contact this office with any advances with the submission of building plans for the proposed developments and plan approval process. You are now required to submit 2 plans on the scale of 1:100 for formal plan approval.

The Private Health Care Branch will assess the submissions and plans against the Australasian Health Facility Guidelines. These guidelines can be found online at www.healthfacilityguidelines.com.au. Any future use of the licensed premises for a purpose other than the procedures specified in this application may not be approved.

The following processes must be completed prior to plan approval:

- You must provide confirmation that the day procedure centre is compliant with all the requirements of the Day Procedure Centres Regulation 1996 including but not limited to the following:
 - i. clinical records
 - ii. pecuniary interest
 - iii. maintenance of buildings, facilities and equipment
 - iv. quality assurance
 - v. staffing
 - vi. infection control
 - vii. smoking
 - viii. injuries, transfers and deaths
 - ix. fire safety and emergency evacuation
 - x. electronic submission of Inpatient Statistics Collection (ISC) data to the NSW Department of Health.
- All building works associated with the day procedure centre must be undertaken in accordance with plans and specifications approved by council.
- On completion of building works, you must provide the Private Health Care Branch with a copy of the certificate of classification issued by the relevant local government authority under the Local Government Act.
- You must establish a medical advisory committee in accordance with Schedule 1, clause 4, Day Procedure Centres Regulation 1996 and advise the Private Health Care Branch of the members of the committee.
- You must advise the Private Health Care Branch in writing of the person who is appointed as the chief nurse and that this person meets the requirements of section 41, Private Hospitals and Day Procedure Centres Act 1988 and clause 13, Day Procedure Centres Regulation 1996.
- You must respond in writing to any correspondence issued by the delegate or the Director-General in respect of this facility, acknowledging receipt of the correspondence and answering in writing any request for information or enquiries issued in writing by the delegate or the Director-General.
- You must put into effect within the time period specified any written recommendations or directions issued by the delegate or the Director-General.
- You must furnish to the Private Health Care Branch, as soon as practicable after the change occurs, particulars of any change in the directors/secretary or major shareholders of the licensee corporation.

Major shareholder means a shareholder whose shareholding exceeds 20 percent of the total shareholding in the corporation.

Approval in principle of an application for a licence is valid for a period of twelve months and is not transferable. You may apply for an extension of the approval in principle, but the application for extension must be in writing and must be made before the twelve month period has expired.

You may request a review of the decisions of the Secretary or delegate relating to an application and the issuing of a licence. A request for review of the Secretary's decisions should be made in writing to the Director-General, NSW Department of Health.

The date of the licence will be the date of issue. The date that the Private Health Care Branch issues the licence is not the same date that the Australian Government Department of Health and Ageing will declare the facility as a 'hospital' for health insurance purposes.

The Private Health Care Branch will notify the Australian Government Department of Health and Ageing when the licence is issued. However under the Private Health Insurance Act 2007 the applicant will be required to provide additional information to the Australian Government Department of Health and Ageing in order for the Minister to declare a facility a 'hospital'.

If you have not already done so, it is strongly recommended that you liaise with the Australian Government Department of Health and Ageing, Hospital Section, Private Health Insurance Branch, concerning their requirements.

Should you require further information please contact me on (02) 9424 5953.

Yours sincerely



Deborah Best
Acting Director
Private Health Care Branch
delegate of the Director-General

19/3/2009