

2024/25 Southern Adelaide Local Health Network (SALHN)

Freedom of Information – Information Statement

Information must be made available to people who have a right to access.

This information statement is published in accordance with Section 9 of the *Freedom of Information Act 1991 SA* (the Act).

An “Act” is the term used to identify decisions made in parliament which have been agreed, documented, and passed into law.

Freedom of Information (FOI)

The objects of the Act are to achieve respect for the law, and further the good government of the state.

For that reason, the Act requires:

- Openness in government;
- Accountability of Ministers of the Crown and all government departments and agencies;
- Participation by members of the public in the processes which make and apply laws and policies;
- Accuracy, completeness, clear and up to date general information and personal information held in government record systems; and
- Restriction of access to information only as necessary to protect rightful interests of government the public and private interests.

Making a Freedom of Information application

Applications can be made for information from government records about:

- Individual personal information;
- Requests for changes to records of personal information; and
- Information of interest to the public.

Application forms can be obtained by:

- Contacting the relevant SALHN FOI service – listed below;
- Visiting the SALHN or State Record websites, and downloading an application form; and or
- Lodging an online application.

An application fee is required to be paid at the time of lodgement and there may be additional processing charges. In certain cases, a reduction of fees and charges may apply.

An application for amendment (correction) of personal records is free of charge.

SALHN’s Documents

The internet site at www.sahealth.sa.gov.au provides an overview of SALHN’s roles and functions and contains media releases, service provider details, publications and news items.

SALHN utilises the Department of Health and Wellbeing policy documents.

These are defined as:

- Data and information;
- Financial management;
- Human resource management; and
- Procurement and asset management.

The following documents are held by SALHN:

- Hospital By-Laws;
- Patient Medical Records and Medical Imaging;
- Corporate files containing correspondence, memoranda, minutes, etc., regarding all aspects of the agency’s operations;
- Personnel files relating to SALHN employees;
- Accounting and financial records relating to the administration of the agency; and
- Contracts.

SALHN functions and structure

SALHN provides public health services including, hospital, outpatient, and community services to a population of more than 355,000 people across the Southern Adelaide metropolitan region and the Fleurieu Peninsula, as well as a range of state-wide and regional services.

SALHN is unique in the state public health system as it provides services from obstetrics, maternity, and neonatal services to end of life care provided through hospital and community based palliative care services. Services are provided from Flinders Medical Centre (FMC), Noarlunga Hospital, GP Plus Health Care Centres, Mental Health Services and Sub-Acute Services including the Repat Health Precinct, as well as direct care and support in patients' homes.

Governance of SALHN

The SALHN Governing Board is the peak governing body of SALHN with oversight responsibilities for SALHN's strategy, risk, compliance, and performance. The Board meet monthly and utilises Clinical Governance; Community Engagement; Audit and Risk and Capital Projects Sub-Committees to ensure it delivers on its obligations as stated in the *Health Care Act 2008 (SA)* and *Health Care (Governance Reform) Act 2018 (SA)*. SALHN's Executive Committee is the most senior operational decision-making body. It meets regularly to monitor and review SALHN's performance in relation to our five management domains of safety, quality, delivery, people and cost.

The agency's board meetings are not open to the public, but agenda's meetings are not open to the public, but agenda's of meetings are published and can be found at:

<https://www.sahealth.sa.gov.au/wps/wcm/connect/public+content/sa+health+internet/about+us/our+local+health+networks/southern+adelaide+local+health+network/governance/salhn+governing+board>

Public Participation

Consumers provide advice and feedback to SALHN to ensure greater transparency in decision-making, and greater accountability to the community. The SALHN Community Engagement Board Sub-Committee exists to ensure a strategic, effective, and co-ordinated organisational approach is undertaken to community engagement, participation, and partnerships to improve the health and wellbeing of the population.

SALHN's Partnering with Consumers Advisory Group (PWCAG) is a 'Lead committee' established to ensure there are clear and diverse consumer and community voices integrated into all services.

Disclosure Log – Public FOI applications

In accordance with the Premier and Cabinet Circular PC045 of October 2017, Disclosure logs for non-personal information released through FOI for all government agencies have been established. To view the disclosure log for SALHN and other SA Health sites go to:

<http://www.sahealth.sa.gov.au/wps/wcm/connect/public+content/sa+health+internet/about+us/accessing+information/freedom+of+information>

Contact details for SALHN FOI services:

Telephone: (08) 8204 5514

Email: Health.SALHNFOI@sa.gov.au

Post: SALHN Freedom of Information
Flinders Drive,
Flinders Medical Centre
BEDFORD PARK SA 5042

The internet site at www.sahealth.sa.gov.au provides an overview of SALHN's roles and functions and contains service provider details, publications, and news items, in conjunction with FOI application forms.

For more information

SALHN Freedom of Information
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BEDFORD PARK SA 5042
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www.sahealth.sa.gov.au/SALHN



This document has been reviewed and endorsed by consumers.



Health
Southern Adelaide
Local Health Network