



Health

South Western Sydney
Local Health District

South Western Sydney Local Health District (SWSLHD)

Agency Information Guide

Updated 1 October 2013

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South Western Sydney Local Health District's agency information guide details who we are, what we do and how members of the public, community organisations, the media and government agencies can interact with us.

It is updated regularly to ensure that it provides an accurate picture of our work delivering public health services in New South Wales.

About SWSLHD

South Western Sydney Local Health District (SWSLHD) was established on 1 January 2011, following a transition from the former Sydney South West Area Health Service (SSWAHS), and now covers the seven Local Government Areas from Bankstown to Wingecarribee with a population of approximately 820,000 people.

SWSLHD is now one of the largest health districts in the state. The District's vision is to provide a healthcare service that is patient focused, equitable and responsive to the changing and developing needs of the communities in south western Sydney.

The District is among the most rapidly growing populations in NSW and projected to grow to more than a million people in the next decade. It is also a vibrant, culturally-diverse region with almost a third of its population speaking a language other than English at home.

Location / Postal Address / Contact Details

Street address

South Western Sydney Local Health District Executive Office
Liverpool Hospital Eastern Campus
Scrivener Street (end of), Warwick Farm NSW 2170

Postal address

South Western Sydney Local Health District Executive Office
Locked Bag 7279, LIVERPOOL BC 1871

Phone: +61 2 9828 6000

Fax: +61 2 9828 6001

E-Mail: swslhd.esu@sswahs.nsw.gov.au

Hospital Switchboards

Bankstown Hospital +61 2 9722 8000

Bowral Hospital +61 2 4861 0200

Campbelltown and Camden Hospitals +61 2 4634 3000

Fairfield Hospital +61 2 9616 8111

Liverpool Hospital +61 2 8738 3000

South Western Sydney Local Health District Board

E-Mail: swsboard@sswahs.nsw.gov.au

Organisational Structure

Amanda Larkin is the Chief Executive of the South Western Sydney Local Health District (SWSLHD) which commenced operations on 1 January 2011. The establishment of Local Health Districts followed the NSW Government's support for National Health Reform.

SWSLHD has been set up in accordance with the National Health and Hospital Agreement. Local decision making is at the forefront of how the new organisation will function, led by a professional Health District Board and Local Health District (LHD) Chief Executive.

The SWSLHD Board is chaired by Professor Phillip Harris AM and the 10 Board members who bring a wealth of experience and local knowledge to the management of the LHD. Together, the Board and the Chief Executive are responsible for:

- Improving local patient outcomes and responding to issues that arise throughout our LHD.
- Monitoring the performance of our LHD against performance measures in the LHD Service Agreement.
- Delivering services and performance standards within an agreed budget, based on annual strategic and operating plans. This forms the basis of our LHD Service Agreement.
- Ensuring services are provided efficiently and accountably, including production of Annual Reports that are subject to state financial accountability and audit frameworks.
- Maintaining effective communication with local and state public health stakeholders.

The members of the Board are as follows:

Professor Phillip Harris (Chair)	Mr Mark Johnson
Ms Carolyn Burlew (Deputy Chair)	Dr Matthew Gray
Mr John Gordon	Professor Neil Merret
Ms Christine Carriage	Dr David Abi-Hanna
Mr Frank Conroy	Mrs Nina Berry
Professor Brad Frankum	

Where We Fit

Our LHD is part of NSW Health. In addition to our LHD, NSW Health comprises the NSW Ministry of Health, 17 other LHDs, statutory health corporations and affiliated health organisations.

Key Functions of the LHDs are contained in the Health Services Act. To enable SWSLHD to perform these functions, they are managed by the following units / branches.

Medical Services	Operations
Finance	Clinical Governance
Nursing & Midwifery	Allied Health
Internal Audit	Media and Communications

Community Participation

Together with the Board, the Chief Executive will take the views of patients, community and clinicians into account in developing and delivering services to meet the needs of the local community.

The following local facilities have Community Participation Network Meetings scheduled throughout 2013 at SWSLHD:

- **Bankstown**
- **Liverpool**
- **Fairfield**
- **Macarthur**
- **Wingecarribee**

SWSLHD Consumer Community Council (CCC) monthly meetings focus on effective health consumer and community participation processes across SWSLHD. Members of the CCC include elected Health Consumer / Community Representatives from each of the five locally based Districts, Consumer or Community Representatives from peak health agencies (that reside in the SWS catchment), and Community Representatives from the SWSLHD Board. The non-voting members include the SWSLHD's Chief Executive and the Manager of Consumer and Community Participation Unit.

Members of the CCC are responsible for providing a broad community voice about health issues as well as provide feedback, information and recommendations to their local facility Networks and wider community Networks about health issues and health services, if appropriate and not confidential.

To contact the CCC or consumer participation in SWSLHD.

Ms Lynda Johnston

Local Health District Manager, Community Participation Unit

SWSLHD

Locked Bag 7279, Liverpool BC 1871

Ph: (02) 9828 3425

Mob: 0408 969 127

Email: lynda.johnston@sswahs.nsw.gov.au

What kind of Government Information does SWSLHD have?

Access to the policies, procedures and guidelines still relevant within the LHD can be accessed through the [South Western Sydney Local Health District website](#).

Contracts

Each LHD is required to keep a register of government contracts that record information about each contract that has, or is likely to have, a value of \$150,000 or more. Details concerning all NSW contracts are available at the [NSW eTendering website](#).

Accessing SWSLHD Information

If the information required is not already available on the LHD website, access to the information may be considered through either an informal request, or as a formal application under the provisions of the [Government Information \(Public Access\) Act 2009](#). Further information is available on the Right to Information page within the [South Western Sydney Local Health District website](#).

Informal access applications

A request may be made at any time for other information held by SWSLHD. While SWSLHD reserves the right to request a formal access application, the SWSLHD will generally provide the following types of information in response to an informal request, without the need to make a formal access application:

- Documents that contain only personal information about a particular individual, who is the same person requesting the information.
- Documents that have already been made public in some other way.
- Other reasonable requests for information, the release of which would not raise any potential concerns in terms of public interest considerations against disclosure and would not take an unreasonable amount of time to retrieve.

SWSLHD reserves the right to impose conditions in relation to the use or disclosure of information that is released in response to an informal request. There is no requirement to complete a formal access application and there is no application fee. In some situations, charges may be incurred for services such as photocopying.

Formal access applications

An access application may be made for all other information held by SWSLHD (other than certain information not disclosed set out below).

Applications for access to information under the provisions of the [Government Information \(Public Access\) Act 2009](#) should be in writing, accompanied by the \$30 application fee and two forms of certified proof of identification if you are seeking access to personal information. [Click here to download the formal application form](#).

Formal and Informal applications should be directed to:

The District Right to Information Coordinator

South Western Sydney Local Health District
Locked Mail Bag 7279, LIVERPOOL BC NSW 1871

For general enquiries relating to SWSLHD functions, please contact the **Right to Information Unit on 02 9828 6917**

Information not disclosed

In some cases, open access information may not be released by SWSLHD due to an overriding public interest against disclosure.

As SWSLHD makes decisions about open access information that may not be disclosed due to an overriding public interest, it will publish this information on the website. This will detail the information requested and the reasons behind SWSLHD deciding not to release the information.

Where can I access my medical records?

Patient medical records are generally held by the individual hospitals within the LHD.

Medical records can be accessed under the GIPA Act but are generally accessed under the [Health Records and Information Privacy Act 2002 \(HRIPA\)](#). The Medical Records Department in the relevant Hospital can help you apply for your medical record under HRIPA. Please contact the Hospital you attended to arrange access to your Medical Records. Contact information for each of the Medical Records Departments / Clinical Information Units for the LHD is available via the following link: http://www.swslhd.nsw.gov.au/h_access.html.

List of facilities that are part of South Western Sydney Local Health District:

Together with the Board, the Chief Executive will take the views of patients, community and clinicians into account in developing and delivering services to meet the needs of the local community.

The following local facilities have Community Participation Network Meetings scheduled throughout 2013 at SWSLHD:

- [Bankstown](#)
- [Liverpool](#)
- [Fairfield](#)
- [Macarthur](#)
- [Wingecarribee](#)



Services

Please follow the links to the service of your choice: **Links to Other Facilities and Services**

- [Aboriginal Health Services](#)
- [Allied Health Services](#)
- [Community Health Services](#)
- [Drug Health Services](#)
- [Mental Health](#)
- [Oral Health](#)
- [Population Health](#)
- [Centre for Applied Nursing Research](#)
- [Department of Forensic Medicine](#)
- [Health Language Services](#)
- [NSW Statewide Centre for Improvement of Palliative Care \(SCIP\)](#)
- [Nursing Clinical Placement Unit](#)
- [Program of Experience in the Palliative Approach \(PEPA\)](#)
- [Sydney South West Pathology Service \(SSWAPS\)](#)
- [Visiting Practitioner Appointments](#)
- [NSW Refugee Health Service](#)
- [Health Services Planning](#)
- [Renal Services](#)

Affiliated Health Services

- [Braeside Hospital](#)
- [Carrington Centennial Care](#)
- [Karitane](#)
- [NSW Service for the Treatment and Rehabilitation of Torture and Trauma Survivors \(STARTTS\)](#)
- [SCARBA](#)

Clinical Streams

- [Aged Care and Rehabilitation](#)
- [Cancer Services](#)
- [Cardiovascular Services](#)
- [Carers Program - Information for Carers](#)
- [Complex Care and Internal Medicine](#)
- [Critical Care](#)
- [Gastroenterology and Liver](#)
- [Medical Imaging](#)
- [Neurosciences, Bone and Joint, Plastics and Trauma Surgery](#)
- [Paediatrics and Neonatology](#)
- [Women's Health](#)

Media Releases – 2013, January - October

Media releases distributed in 2011, 2012 & 2013 are available via the following link: http://www.swslhd.nsw.gov.au/media_mr.html

January

- Experts encourage healthy habits to start the school year
- Mosquito warning for the Georges River
- 2012 the magic number for Fairfield
- Record births for Bankstown
- Go4Fun – Sign up today to start the new school year right
- Liverpool awarded ED of the year
- The heat is on – drink more water

February

- HPV vaccination for boys has commenced
- DonateLife Week 2013 - Discover, decide and discuss
- Hospital Auxiliary celebrates 30 years
- Refugee Health Service teaches kids nutrition, MasterChef style
- Liverpool Hospital calls for staff alumni and memorabilia to celebrate 200 years
- Health warning - don't handle injured bats

March

- Volunteers needed
- The HUB celebrates 13 years
- Expert tips to balance Easter treats with dental health
- Staying active is no joke on April Falls Day
- Bankstown's Corner Youth Health Service celebrates National Youth Week
- New bone density scanner to help prevent injury
- Free men's health seminar: Men's business revealed...
- Fairfield Hospital appoints General Manager
- How Liverpool Hospital transformed patient care worldwide
- Community forum to help Make Your Wish Count
- Bankstown Hospital announces Woman of the Year
- Bowral Hospital supports National Close the Gap Day 2013
- Step up to Health – Free exercise class for over 55s
- Liverpool Hospital welcomes author and feminist Eva Cox as guest speaker for International Women's Day
- Free stress management workshop
- Liverpool Hospital celebrates 200 years

Media Releases – 2013, Jan-Oct, continued

Media releases distributed in 2011, 2012 & 2013 are available via the following link: http://www.swslhd.nsw.gov.au/media_mr.html

April

- Fairfield welcomes BreastScreen NSW mobile van
- Go4Fun offers families lessons in healthy living
- Bankstown Hospital commemorates ANZAC Day
- Liverpool Hospital commemorates ANZAC Day
- Campbelltown Hospital accredited as specialised stroke unit
- Thirty minutes to peace of mind
- Pregnant women urged to get their flu shot
- Liverpool Hospital first to launch sustainability initiative in NSW
- Arthritis sufferers unite at Liverpool Hospital education day
- Free health clinic for women
- Traxside Youth Health Service celebrates National Youth Week

May

- Experts urge parents to prevent burns over winter
- Community grants announced for projects to reduce smoking in Aboriginal community
- Local residents urged to share ideas on future health services
- Macarthur Cancer Therapy Centre celebrates 10 years
- Let's talk recognition: Fairfield Hospital recognises Sorry Day
- 'Set the date' on World No Tobacco Day
- Take control of problem gambling to help change your fortune
- Bowral & District Hospital appoints General Manager
- Macarthur Cancer Therapy Centre chosen as Dry July beneficiary
- Liverpool Cancer Therapy Centre again chosen as Dry July beneficiary
- 1 in 3 Australians at increased risk of kidney disease

June

- Food Allergy Awareness Week 13-19 May
- Bankstown Hospital dispels myths about palliative care
- World-first high-tech scanner helps diagnose and treat cancer
- Community forum to help Make Your Wish Count
- Bankstown women encouraged to use Breast-Screen service
- Fairfield Hospital celebrates International Nurses Day
- Have a say on future local health services

- Red noses a reminder to sleep baby safely this winter
- New nurse-led program looking after refugee health
- District staff recognised in NSW Palliative Care Awards
- New x-ray room at Liverpool benefiting trauma patients
- Community events raise awareness during Drug Action Week
- Food directory helping refugees find their way
- Campbelltown Hospital Auxiliary celebrates 60 years
- Men's Health Week to focus on wellness, not illness
- Community forum to help Make Your Wish Count
- Program helps South Western Sydney residents manage Diabetes
- Search for the best nurses and midwives begins
- Liverpool Hospital hosts inaugural Diabetic Foot Conference



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July

- Hospital's 200th Anniversary celebrations continue
- World Breastfeeding Week (August 1-7)
- Free health clinic for women
- Knitting their way to good mental health
- Liverpool Hospital hosts 21st SWAN Trauma Conference
- Camden Hospital calls for community participation
- 'Love Your Liver' this World Hepatitis Day
- New palliative care ward opens at Liverpool Hospital
- Bankstown Hospital volunteer celebrates 40 years of service
- Stay Home Stay Safe
- Health experts raise awareness of pre-diabetes
- Dry July kicks off at Liverpool and Campbelltown
- Free winter warm-up for local kids

August

- Added care for cancer patients
- Consumer and Community Participation Conference
- Spotlight on stroke during National Stroke Week (9-16th September)
- Camden Hospital Auxiliary celebrates 10 years
- Liverpool Hospital Open Day
- Safe, quality healthcare in focus during Multicultural Health Week (2-9 September)
- Wetherill Park welcomes BreastScreen NSW mobile van
- Matron's contribution commemorated
- Meningococcal disease alert at Campbelltown
- GP first step for diabetes sufferers - Liverpool
- GP first step for diabetes sufferers - Fairfield
- Flu still in the air
- Patients benefit from new equipment
- Partners in health

September

- Liverpool women called on to prioritise their health during Breast Cancer Awareness
- Allied health research showcased
- New machine to benefit cancer patients
- Liverpool Hospital staff explore their travel choices
- Dementia Awareness Week: Brain health is key
- Warm weather triggers allergy season
- Campbelltown women encouraged to use free BreastScreen service
- Quality care rewarded
- 10 years of support for patients living with brain tumour

October

- Join the Pastoral Care program at Campbelltown and Camden Hospitals

Policies and Procedures

All current and active SWSLHD policies can be accessed by contacting the Right to Information Coordinator on 02 9828 6917.

The principal source of SWSLHDs' policies are the Ministry of Health's policies, which is available on their website:

<http://www.health.nsw.gov.au/policies/pages/default.aspx>

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