



**Health**

Sydney  
Local Health District

Sydney Local Health District

# **Agency Information Guide**

This agency information guide outlines what Sydney Local Health District is, what it does and how members of the public, community organisations, the media and government agencies can interact with Sydney Local Health District

This guide is updated regularly to ensure that it provides an accurate picture of Sydney Local Health District's work delivering public health services in NSW.

## About us

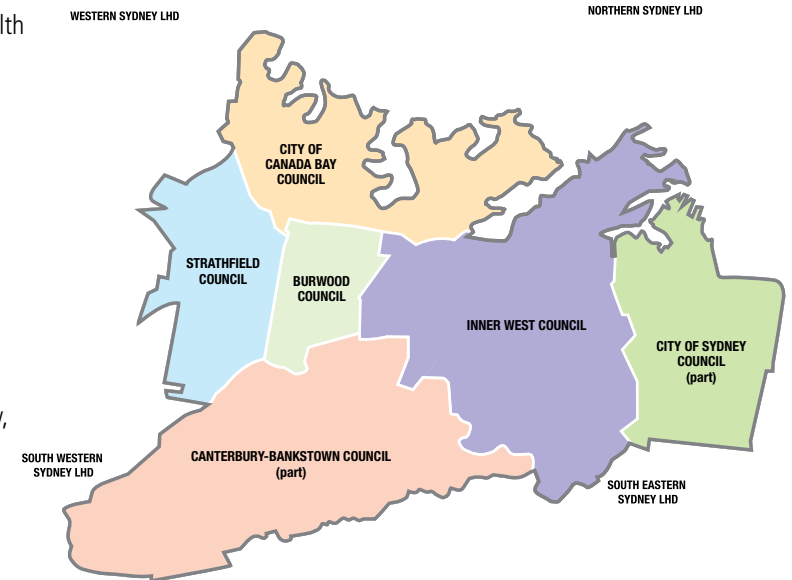
Sydney Local Health District was established on 1 January 2011, following a transition from the former Sydney South West Area Health Service, and manages all public hospitals and healthcare facilities in the central Sydney metropolitan area from Balmain to Canterbury. Sydney Local Health District is part of the NSW public health system, NSW Health, which is comprised of 15 local health districts, the Ambulance Service of NSW, Justice and Forensic Mental Health Network, Sydney Children's Hospital Network and St Vincents Health Network.

Sydney Local Health District provides health care to the community residing across the local government areas of, Burwood, Canada Bay, Canterbury Bankstown (part), City of Sydney (Sydney South and West Statistical Areas only), Inner West and Strathfield.

The District also provides healthcare to a large population of people who reside outside this area including people from other parts of Sydney metropolitan area, regional NSW and overseas.

Sydney Local Health District is committed to providing excellence in healthcare for all and is one of the best performing health districts in NSW. It is responsible for five hospitals along with a range of services extending to all sectors of the community.

Sydney Local Health District



Balmain Hospital



Royal Prince Alfred Hospital



Concord Repatriation General Hospital



Canterbury Hospital



Sydney Dental Hospital

# Our Board

Dr Teresa Anderson is the Chief Executive of Sydney Local Health District. The Board is chaired by the Honourable Ron Phillips and comprised of an additional 11 members who bring a wealth of experience and local knowledge.



Dr Teresa Anderson  
Chief Executive



The Honourable  
Ron Phillips (Chair)



Dr Barry R Catchlove  
(Deputy Chair)



Ronwyn North



David McLean



Frances O'Brien



Professor  
Paul Torzillo AM



Victoria Weekes



Dr Thomas Karplus



Associate Professor  
Christine Giles



Joanna Khoo



Susan Anderson



Mary Haines

## The Sydney Local Health District Board and Chief Executive are responsible for:

- Improving local patient outcomes and responding to issues that arise throughout our Local Health District.
- Monitoring the performance of our Local Health District 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 Local Health District Service Agreement.
- Ensuring services are provided efficiently and accountably. Production of annual reports that are subject to State financial accountability and audit frameworks.
- Maintaining effective communication with local and public health stakeholders.

For further information about the structure of Sydney Local Health District please visit [www.slhd.nsw.gov.au/about\\_org.html](http://www.slhd.nsw.gov.au/about_org.html)

## Our community

Sydney Local Health District knows the importance of involving consumers and community groups in all decisions and day to day business to ensure it builds services that are suitable for all members of its diverse community.

Sydney Local Health District has a Consumer and Community Participation Framework and a recruitment process for consumer and community representatives. For further information about becoming a consumer and community representative please visit [www.slhd.nsw.gov.au/ccp.html](http://www.slhd.nsw.gov.au/ccp.html) and/or contact:

Manager, Consumer and Community Participation  
Sydney Local Health District  
PO Box M30, Missenden Road NSW 2050  
9515 9622  
[slhd.consumer@sswahs.nsw.gov.au](mailto:slhd.consumer@sswahs.nsw.gov.au)

Hospital Consumer and Community Participation Coordinators

Canterbury Network	9787 0974
Concord Network	9767 6919
RPA/Balmain Network	9515 9231

Community members can also be involved with their local hospital through volunteering. To enquire about becoming a volunteer please contact the hospitals directly.

## Media enquiries

All media enquiries and requests for information should be directed to Sydney Local Health District's media unit in the first instance.

This includes patient condition enquiries, requests to interview staff and requests for information or comment. All communication between SLHD and the media will be coordinated through the media unit.

The media unit can be contacted on:  
9515 9607  
[sydneymedia@sswahs.nsw.gov.au](mailto:sydneymedia@sswahs.nsw.gov.au)

Outside of normal working hours, media enquiries should be directed to the on call media officer on **0409 243 544** or by requesting the media unit through the hospital's switchboard.



## Government information

Sydney Local Health District offers a variety of information about the District and its hospitals various services at [slhd.nsw.gov.au](http://slhd.nsw.gov.au). This includes the current District Strategic Plan and service level plans, Board meeting minutes, budget papers, upcoming events including the Annual General Meeting, job vacancies and newsletters.

### Policies

NSW Health policies, procedures and guidelines can be accessed through the NSW Health website, [health.nsw.gov.au/policies](http://health.nsw.gov.au/policies).

### Contracts

Sydney Local Health District is required to keep a register of government contracts. The register records information about each contract that has a value of \$150,000 or more. Details of Sydney Local Health District contracts are available at the NSW eTendering website, [tenders.nsw.gov.au](http://tenders.nsw.gov.au).



# Accessing information

If the information required is not already available on Sydney Local Health District's website, access to the information may be sought by an informal or formal application pursuant to the Government Information (Public Access) Act 2009. Further information is available on our Right to Information website [www.slhd.nsw.gov.au/RightToInformation/](http://www.slhd.nsw.gov.au/RightToInformation/).

## Informal access applications

A request may be made at any time for other information held by Sydney Local Health District. While the District reserves the right to require a formal access application to be made, it will generally provide the following types of information in response to a request:

- Copies of correspondence, where the person requesting the correspondence was the person who sent it
- Documents that contain only personal information about a particular individual, and they are requesting the information
- Documents that have already been made public
- Other reasonable requests for information the release of which would not raise any potential concerns in terms of public interest considerations against disclosure.

Sydney Local Health District 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 cost involved and no requirement to complete an application form. In some instances, charges may be incurred for services such as photocopying.

## Formal access applications

An access application may be made for all other information held by Sydney Local Health District.

Access applications pursuant to the Government Information (Public Access) Act 2009 should be in writing, accompanied by a \$30 application fee and contain certified proof of identification if you are seeking access to personal information. An application form is available at [www.slhd.nsw.gov.au/RightToInformation/pdf/GIPA\\_Application\\_public.pdf](http://www.slhd.nsw.gov.au/RightToInformation/pdf/GIPA_Application_public.pdf).

Formal and informal access applications should be made to:

Right to Information Coordinator  
Sydney Local Health District  
PO Box M30  
Missenden Road NSW 2050

**Email:** [GIPAOfficer@sswahs.nsw.gov.au](mailto:GIPAOfficer@sswahs.nsw.gov.au)  
**Phone:** 9767 6706

## Information not disclosed

Some information may not be released by Sydney Local Health District due to an overriding public interest against disclosure pursuant to the Government Information (Public Access) Act 2009.



## Accessing my medical records

Medical records can be accessed pursuant to the Government Information (Public Access) Act 2009 but are generally accessed pursuant to the Health Records and Information Privacy Act 2002.

Medical records are held by each hospital within SLHD. The hospital Medical Records Department can assist you apply for your medical records under the Health Records and Information Privacy Act 2002 or you can visit the website [www.slhd.nsw.gov.au/RightToInformation/pdf/SLHD\\_Application\\_to\\_Access\\_Personal\\_Health\\_Information.pdf](http://www.slhd.nsw.gov.au/RightToInformation/pdf/SLHD_Application_to_Access_Personal_Health_Information.pdf).

The image shows a stack of three forms titled "APPLICATION TO ACCESS PERSONAL HEALTH INFORMATION". The top form is the main application, the middle one is a consent form, and the bottom one is a checklist. The forms contain various sections for applicant details, consent, and contact information.



# How to contact Sydney Local Health District

## Street address

Level 11, King George V Building  
Missenden Road  
CAMPERDOWN NSW 2050

## Postal address

Post Office Box M30  
Missenden Road NSW 2050

**Phone:** (02) 9515 9600

**Fax:** (02) 9515 9610

**Email:** [SLHD.ESU@sswahs.nsw.gov.au](mailto:SLHD.ESU@sswahs.nsw.gov.au)

**Board email:** [SLHD.Board@sswahs.nsw.gov.au](mailto:SLHD.Board@sswahs.nsw.gov.au)

## Media enquiries

(02) 9515 9607 or  
0409 243 544 (24 hour contact number)  
[sydneymedia@sswahs.nsw.gov.au](mailto:sydneymedia@sswahs.nsw.gov.au)

## Hospital phone numbers

### Balmain Hospital

(02) 9395 2111

### Royal Prince Alfred Hospital

(02) 9515 6111

### Concord Repatriation General Hospital

(02) 9767 5000

### Canterbury Hospital

(02) 9787 0000

### Sydney Dental Hospital

(02) 9293 3333

