

# List of investigation documents

## Safety and quality of maternity services across Central Queensland Hospital and Health Service

June 2019



Office of the  
**HEALTH  
OMBUDSMAN**

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## Appendix 3 – List of investigation documents

### Central Queensland Hospital and Health Service (CQHHS)

Table 1 CQHHS documents

Document	Date
<b>Internal review documents</b>	
Central Queensland Severity Assessment Code (SAC) 1 and 2 Events in 2017-18	30/06/2018
CQHHS Patient Quality and Safety (Acute) Scorecard	July 2018
CQHHS Risk Register Extract – Strategic Maternity Risks	As at 20/09/2018
CQHHS Risk Register Extract – Operational Maternity Risks	As at 20/09/2018
CQHHS Maternity Services Safety Report – 2015/16, 2016/17 and Current	Undated
Forsythe et al, <i>Use of automated control charts to improve quality discussions at maternity unit level</i>	Undated
<b>CQHHS policies, procedures and organisational documents</b>	
<i>Triage</i> , Version 1.0	21/07/2014
Queensland Maternity Early Warning Tool (Q-MEWT) – For tertiary and secondary facilities (Post-natal)	08/2014
Antenatal/Postnatal Referral Template	08/2015
CQHHS Annual Report 2015-16 – <a href="https://www.health.qld.gov.au/_data/assets/pdf_file/0031/439384/cqhhs-ar-2015-2016.pdf">https://www.health.qld.gov.au/_data/assets/pdf_file/0031/439384/cqhhs-ar-2015-2016.pdf</a>	2016
<i>CTG Interpreting, Reporting and Documenting</i> , Version 2.1	03/03/2016
<i>Open Disclosure</i> , Version 5.0	04/07/2016
Intrapartum Early Warning Tool and Escalation Pathway Template	08/2016
<i>Maternity Risk Assessment Tool (Initial Midwife Assessment)</i> , Version 5.0	30/11/2016
<i>Administrative, Function and Clinical Records – Storage</i> , Version 1.0	20/12/2016
CQHHS Annual Report 2016-17 – <a href="https://www.health.qld.gov.au/_data/assets/pdf_file/0041/678497/annual-report-2016-2017.pdf">https://www.health.qld.gov.au/_data/assets/pdf_file/0041/678497/annual-report-2016-2017.pdf</a>	2017
<i>Mortality and Morbidity (M &amp; M) Meetings</i> , Version 2.0	16/03/2017
<i>National Standards and Quality Health Care Standards (NSQHS) Audit Program</i> , Version 3.0	30/03/2017
<i>Safety and Quality Performance Reporting and Monitoring</i>	30/03/2017

Document	Date
<i>Quality Improvement Program</i>	30/03/2017
Central Queensland HHS Self-Assessment—CSCF Service v3.2 – <a href="https://www.health.qld.gov.au/data/assets/pdf_file/0028/444619/cscf-selfassess-sum-centralqld.pdf">https://www.health.qld.gov.au/data/assets/pdf_file/0028/444619/cscf-selfassess-sum-centralqld.pdf</a>	June 2017
CQHHS <i>Destination 2030: Delivering Great Care for Central Queenslanders</i> – <a href="https://www.health.qld.gov.au/data/assets/pdf_file/0037/669772/destination-2030-full.pdf">https://www.health.qld.gov.au/data/assets/pdf_file/0037/669772/destination-2030-full.pdf</a>	October 2017
Queensland Maternity Early Warning Tool (Q-MEWT) – For tertiary and secondary facilities (Ante-natal)	11/2017
Neonatal Early Warning Tool (NEWT) – Birth Suite/Postnatal Ward for facilities with an onsite nursery or NICU	12/2017
Neonatal Early Warning Tool (NEWT) – Birth Suite/Postnatal Ward for facilities without an onsite nursery or NICU	12/2017
CQHHS Annual Report 2017-18 – <a href="https://www.parliament.qld.gov.au/documents/tableOffice/TabledPapers/2018/5618T1694.pdf">https://www.parliament.qld.gov.au/documents/tableOffice/TabledPapers/2018/5618T1694.pdf</a>	2018
Intrapartum Queensland Maternity Early Warning Tool (Q-MEWT) – For tertiary and secondary facilities	03/2018
Partogram – For tertiary and secondary facilities	04/2018
CQHHS executive structure – <a href="https://www.health.qld.gov.au/cq/about/leadership/our-structure">https://www.health.qld.gov.au/cq/about/leadership/our-structure</a>	03/04/2018
CQHHS performance – <a href="https://www.health.qld.gov.au/cq/about/performance">https://www.health.qld.gov.au/cq/about/performance</a>	03/04/2018
CQ Maternity – <a href="https://www.health.qld.gov.au/cq/services/maternity">https://www.health.qld.gov.au/cq/services/maternity</a>	30/04/2018
<i>CQ Health steps up for Gladstone families</i> , CQ News – <a href="https://www.health.qld.gov.au/cq/about/news/articles/cq-health-steps-up-for-gladstone-families">https://www.health.qld.gov.au/cq/about/news/articles/cq-health-steps-up-for-gladstone-families</a>	29/06/2018
<i>CQHHS Strategic Plan 2018-2022</i> – <a href="https://www.health.qld.gov.au/data/assets/pdf_file/0028/155485/strategic-plan.pdf">https://www.health.qld.gov.au/data/assets/pdf_file/0028/155485/strategic-plan.pdf</a>	29/06/2018
<i>Clinician Engagement Strategy 2018-2022</i> , CQHHS – <a href="https://www.health.qld.gov.au/data/assets/pdf_file/0026/158219/strategy-clinician.pdf">https://www.health.qld.gov.au/data/assets/pdf_file/0026/158219/strategy-clinician.pdf</a>	29/06/2018
<i>Consumer and Community Engagement Strategy</i> , CQHHS – <a href="https://www.health.qld.gov.au/data/assets/pdf_file/0028/158257/strategy-community.pdf">https://www.health.qld.gov.au/data/assets/pdf_file/0028/158257/strategy-community.pdf</a>	29/06/2018
Action Review Meeting (ARM) Template	July 2018

Document	Date
Recommendation Closure & Evaluation Request Template	July 2018
<i>Safety and security of babies under 28 days of age in the maternity setting, Version 1.0</i>	24/07/2018
<i>Clinical Incident Management</i>	02/08/2018
<i>SAC 1 Recommendation Management</i>	02/08/2018
CQHHS Maternity Services Governance Committee Structure	17/08/2018
<i>Triage of Maternity Patients in the Emergency Department, Version 2.0</i>	16/08/2018
CQHHS map – <a href="https://www.health.qld.gov.au/maps/mapto/centralqld">https://www.health.qld.gov.au/maps/mapto/centralqld</a>	28/03/2019
CQHHS Board information – <a href="https://www.health.qld.gov.au/cq/about/leadership/board">https://www.health.qld.gov.au/cq/about/leadership/board</a>	30/05/2019
<i>Road map to 2020—The first three years of delivering Destination 2030, CQHHS –</i> <a href="https://www.health.qld.gov.au/_data/assets/pdf_file/0019/720901/destination-2020-roadmap.pdf">https://www.health.qld.gov.au/_data/assets/pdf_file/0019/720901/destination-2020-roadmap.pdf</a>	Undated
CQHHS CTG Model, Telehealth Emergency Management Support Unit Information Sheet	Undated
Initial Midwife Assessment Template (Trial Only)	Undated
<i>Obstetric High-Risk Case Conferencing</i>	Undated
<i>CQHHS Midwifery Group Practice (MGP): Clinical Governance Requirements, Version 1.1</i>	Undated
<i>CQHHS Midwifery Group Practice (MGP): Communication Pathways, Version 1.1</i>	Undated
<i>CQHHS Midwifery Group Practice (MGP): Allocation to MGP, Version 1.1</i>	Undated
<i>CQHHS Midwifery Group Practice (MGP): Transfer of care, Version 1.1</i>	Undated
Completion of the Continuous CTG Form Work Instruction	Undated
Obstetric Risk Matrix (Non-urgent antenatal assessment) Template	Undated
Template advertisement for Nurse Educator	Undated
<b>Committee documents</b>	
Statewide Maternity and Neonatal Clinical Network Meeting Minutes/Action Register	15/06/2016
Statewide Maternity and Neonatal Clinical Network Meeting Agenda Background Paper	15/06/2016
CQHHS Board Safety and Quality Committee agenda and papers	06/02/2017
CQHHS Board Safety and Quality Committee agenda and papers	20/03/2017

Document	Date
CQHHS Board Safety and Quality Committee agenda and papers	08/05/2017
CQHHS Board Safety and Quality Committee agenda and papers	03/07/2017
CQHHS Board Safety and Quality Committee Meeting Paper re CQHHS SAC 1 Management Exercise	September 2017
CQHHS Board Safety and Quality Committee agenda and papers	03/10/2017
CQHHS Board Safety and Quality Committee agenda and papers	20/11/2017
CQHHS Board Safety and Quality Committee agenda and papers	05/02/2018
Central Queensland Hospital and Health Board agenda	23/02/2018
Central Queensland Hospital and Health Board minutes	23/02/2018
CQHHS Board Safety and Quality Committee agenda and papers	14/05/2018
Central Queensland Hospital and Health Board agenda	29/06/2018
Central Queensland Hospital and Health Board minutes	29/06/2018
CQHHS Board Safety and Quality Committee agenda and papers	06/08/2018
Terms of Reference, CQHHS Maternity Steering Committee	10/08/2018
Central Queensland Hospital and Health Board agenda	31/08/2018
<b>Audit records</b>	
Queensland Bedside Audit for CQHHS Maternity Services	2017
National Standard 1 Clinical Governance, Key Performance Indicators and Performance Measures – CQ Health Maternity Services	April to August 2018
CQHHS Maternity Clinical Audit Report for Rockhampton, Gladstone, Biloela and Emerald Maternity	Period January 2018 Reported 23/02/2018
CQHHS Maternity Clinical Audit Report for Rockhampton, Gladstone, Biloela and Emerald Maternity	Period February 2018 Reported 22/03/2018
CQHHS Maternity Clinical Audit Report for Rockhampton, Gladstone, Biloela and Emerald Maternity	Period March 2018 Reported 04/05/2018
CQHHS Maternity Clinical Audit Report for Rockhampton, Gladstone, Biloela and Emerald Maternity	Period April 2018 Reported 04/05/2018
CQHHS Maternity Clinical Audit Report for Rockhampton, Gladstone, Biloela and Emerald Maternity	Period May 2018 Reported 22/06/2018
CQHHS Maternity Services Clinical Audit Schedule for 2017-2018 v1.0	2017-2018
CQHHS Maternity Services Clinical Audit Schedule for 2018-2019 v1.0	July 2018
CQHHS Audit Schedule Guidelines	2018-2019

Document	Date
<b>Staffing and training records</b>	
CQHHS Mock Scenario Calendar	2018
CQHHS – Promoting Professional Accountability Staff Info Seminar – Attendance List	06/06/2018
Requisite Training Compliance Summary – NeoResus – Advanced	24/09/2018
Requisite Training Compliance Summary – Fetal Surveillance	24/09/2018
Requisite Training Compliance Summary – NeoResus – First Response	24/09/2018
Requisite Training Compliance Summary – PROMPT	27/09/2018
Requisite Training Compliance Summary – CAPS	27/09/2018
Requisite Training Compliance Summary – NeoResus – Advanced	27/09/2018
Requisite Training Compliance Summary – NeoResus – First Response	27/09/2018
Mandatory Training Compliance Report – CAPS	Reported 27/09/2018
<b>Correspondence</b>	
Section 228 request for information to CQHHS	16/05/2016
Email to CQHHS enclosing section 48 notice and requesting submission in response to complaint	22/09/2017
Submission from CQHHS in response to complaint	09/10/2017
Email to CQHHS enclosing section 48 notice and requesting submission in response to complaint	27/11/2017
Email to CQHHS enclosing section 228 notice and arranging visit to Rockhampton and Gladstone Hospitals	12/09/2018
Section 228 response from CQHHS	03/10/2018
Section 228 request for information to CQHHS	02/11/2018
Section 228 response from CQHHS	07/12/2018
Correspondence to CQHHS providing draft report for adverse comment	13/05/2018
Adverse comment submission from CQHHS	17/06/2019

## Rockhampton Hospital

Table 2 Rockhampton Hospital documents

Document	Date
<b>External review / benchmarking documents</b>	



Document	Date
Summary of findings re review into maternity care at Rockhampton Hospital 2016	07/06/2016
Rockhampton Maternity Unit External Review Action Plan Status Report to Deputy Director General	27/07/2016
Rockhampton Maternity Unit External Review Action Plan Status Report to Deputy Director General	09/08/2016
Rockhampton Maternity Unit External Review Action Plan Status Report to Deputy Director General	19/09/2016
Rockhampton Maternity Unit External Review Action Plan Status Report to Deputy Director General	19/10/2016
Rockhampton Maternity Unit External Review Action Plan Status Report to Deputy Director General	19/11/2016
Rockhampton Maternity Unit External Review Action Plan Status Report to Deputy Director General	14/12/2016
Rockhampton Maternity Unit External Review Action Plan Status Report to Deputy Director General	31/01/2017
Women's Healthcare Australasia Benchmarking Maternity Care Report: 2016-17	November 2017
<i>Rockhampton Hospital Maternity Patient Safety and Quality Performance Measures</i> , Clinical Excellence Division, Queensland Health	21/06/2018
Action plan of completed review recommendations	Undated
<b>Internal review documents</b>	
Maternity Unit Reports for August 2017 – Rockhampton Maternity	December 2017
Rockhampton Maternity outcomes	January to August 2018
Rockhampton Maternity Unit Accreditation Presentation	Undated
Birthing Early Warning Tool and CTG (BEWT) Evaluation Poster (Clinical Excellence Finalist)	Undated
<b>Rockhampton Hospital policies, procedures and organisational documents</b>	
<i>Code Blue – Medical Emergency (Rockhampton Hospital)</i> , Version 7.0	18/05/2016
Rockhampton Maternity Team Leader Manual, Version 1.0	03/07/2018
Get Our Act Together (GOAT) Weekly Meetings Work Instruction	25/09/2018
Rockhampton Hospital maternity service – <a href="https://www.health.qld.gov.au/cq/hospitals/rockhampton/services/maternity">https://www.health.qld.gov.au/cq/hospitals/rockhampton/services/maternity</a>	15/04/2019
Business Planning Framework: Part A 2017-18	Undated
Business Planning Framework: Part B 2017-18	Undated



Document	Date
<b>Committee documents</b>	
Maternity Leadership (Safety & Quality) Committee minutes	25/01/2018
Maternity Leadership (Safety & Quality) Committee minutes	22/02/2018
Maternity Leadership (Safety & Quality) Committee minutes	26/04/2018
Maternity Leadership (Safety & Quality) Committee minutes	31/05/2018
Maternity Leadership (Safety & Quality) Committee minutes	05/07/2018
<b>Clinical records</b>	
Clinical Records for URN 130769	Various
Clinical Records for URN 316940	Various
<b>Incident records</b>	
Final Flow Diagram and Recommendations – Incident ID: 793054	02/10/2015
Root Cause Analysis Recommendations – Incident ID: 770134	02/10/2015
Root Cause Analysis Commissioning Authority Report – Incident ID: 793456	21/10/2015
Root Cause Analysis Commissioning Authority Report – Incident ID: 800887	12/11/2015
Root Cause Analysis Commissioning Authority Report – Incident ID: 864327	19/05/2016
Root Cause Analysis Commissioning Authority Report – Incident ID: 894373	01/06/2016
Root Cause Analysis Commissioning Authority Report – Incident ID: 936999	15/04/2017
Root Cause Analysis Commissioning Authority Report – Incident ID: 1090064	11/04/2018
PRIME Clinical Incident Report for Line Managers – Incident ID: 894373	Undated
<b>Audit records</b>	
National Standard 1 Clinical Governance, Key Performance Indicators and Performance Measures – Rockhampton Maternity	April to August 2018
Rockhampton Maternity Audit Report	August 2018
Neonatal Resus – Birth Suite Checklist – Completed	August 2018
Clinical Deterioration – Patient Audit	January 2012 to September 2018
Postpartum Haemorrhage (Minor) Audit	10/2017-03/2018 and 04/2018-09/2018
Postpartum Haemorrhage (Major) Audit	10/2017-03/2018 and 04/2018-09/2018
Postpartum Haemorrhage (Massive) Audit	10/2017-03/2018 and 04/2018-09/2018

Document	Date
CTG Interpretation, Reporting and Monitoring Audit	10/2017-03/2018 and 04/2018-09/2018
Clinical Handover – Nursing Audit	10/2017-03/2018 and 04/2018-09/2018
<b>Staffing and training records</b>	
CQHHS Nursing Roster Coster 2017-2018	As at 06/06/2017
Maternity Services Roster	09/04/2018 to 22/04/2018
Maternity Services Roster	23/04/2018 to 06/05/2018
Maternity Services Roster	07/05/2018 to 20/05/2018
Promoting Professional Accountability Leaders' Intervention Skills Workshop – Rockhampton – Attendance List	29/05/2018
Promoting Professional Accountability Peer Messenger Skills Training Workshop – Rockhampton – Attendance List	30/05/2018
Maternity Services Roster	21/05/2018 to 03/06/2018
Maternity Services Roster	04/06/2018 to 17/06/2018
Maternity Services Roster	18/06/2018 to 01/07/2018
Maternity Services Roster	02/07/2018 to 15/07/2018
Maternity Services Roster	16/07/2018 to 29/07/2018
Maternity Services Roster	30/07/2018 to 12/08/2018
Promoting Professional Accountability Leaders' Intervention Skills Workshop – Rockhampton – Attendance List	22/08/2018
Promoting Professional Accountability Leaders' Intervention Skills Workshop – Rockhampton – Attendance List	23/08/2018
Maternity Services Roster	13/08/2018 to 26/08/2018
Maternity Services Roster	27/08/2018 to 09/09/2018

Document	Date
Maternity Services Roster	10/09/2018 to 23/09/2018
Maternity Services Roster	24/09/2018 to 07/10/2018
Consultants Roster	24/09/2018 to 07/10/2019
Registrar Roster	24/09/2018 to 07/10/2018
Registered Medical Officer Roster	24/09/2018 to 07/10/2018
Obstetrics and Gynaecology Roster	01/01/2018 to 31/12/2018
Obstetrician portfolio responsibilities	Undated

## Gladstone Hospital

Table 3 Gladstone Hospital documents

Document	Date
<b>External review / benchmarking documents</b>	
Women's Healthcare Australasia Benchmarking Maternity Care Report: 2016-17	November 2017
<i>Gladstone Hospital Maternity Patient Safety and Quality Performance Measures</i> , Clinical Excellence Division, Queensland Health	21/06/2018
<b>Internal review documents</b>	
Gladstone & Banana BU Patient Safety Report	13/07/2017
Gladstone Maternity outcomes	January to August 2018
Open Incident Review	As at 17/10/2018
SAC 1/2/3/4 Incident Review re telephone advice	Period of review: 01/01/2017 to 09/11/2018
Gladstone Hospital Maternity Unit Review Executive Summary	Undated
Gladstone Hospital Maternity Review presentation	Undated
Gladstone Maternity Review Recommendations Action Plan	Undated
Gladstone Gap Analysis Recommendations Action Plan	Undated

Document	Date
Collaborative Leadership Team Workshop Gladstone – Progress Report Maternity Internal Review	Undated
<b>Gladstone Hospital policies, procedures and organisational documents</b>	
Business Planning Framework: Part A 2017-18	28/11/2017
Business Planning Framework: Part B 2017-18	28/11/2017
<i>Code Blue – Medical Emergency (Gladstone Hospital), Version 9.0</i>	14/02/2018
Operator Standard Work Instruction – <i>Initial Midwife Assessment: documentation of maternity risk</i>	02/07/2018
<b>Committee documents</b>	
Patient Safety Quality and Risk Maternity Unit Meeting minutes	04/05/2018
Patient Safety Quality and Risk Maternity Unit Meeting minutes	18/05/2018
Patient Safety Quality and Risk Maternity Unit Meeting minutes	01/06/2018
Patient Safety Quality and Risk Maternity Unit Meeting minutes	15/06/2018
Terms of Reference, Gladstone Incident Management Meeting (GIMM)	26/06/2018
Patient Safety Quality and Risk Maternity Unit Meeting minutes	13/07/2018
GIMM agenda	02/08/2018
GIMM minutes	02/08/2018
GIMM agenda	09/08/2018
Patient Safety Quality and Risk Maternity Unit Meeting minutes	10/08/2018
GIMM agenda	24/08/2018
GIMM minutes	24/08/2018
GIMM agenda	07/09/2018
GIMM minutes	07/09/2018
GIMM agenda	13/09/2018
GIMM minutes	13/09/2018
GIMM agenda	20/09/2018
GIMM minutes	20/09/2018
GIMM agenda	26/09/2018
GIMM minutes	26/09/2018
GIMM agenda	04/10/2018
GIMM minutes	04/10/2018

Document	Date
GIMM agenda	11/10/2018
GIMM minutes	11/10/2018
GIMM agenda	25/10/2018
GIMM minutes	25/10/2018
<b>Clinical records</b>	
Maternity Phone Enquiry for URN 147000	10/02/2016
Retrospective progress notes for URN 147000	11/02/2016
Chest x-ray report for URN 147445	11/02/2016
Full blood count for URN 147000	11/02/2016
Autopsy Report No. RK16J45	15/03/2016
Queensland Ambulance Service Report Form	31/05/2017
Autopsy Report No. RK17J203	28/09/2017
Certificate of Analysis, Forensic and Scientific Services, Health Support Queensland	22/09/2017
Clinical Records for URN 147000	Various
Clinical Records for URN 147445	Various
Clinical Records for URN 129937	Various
Clinical Records for URN 154405	Various
Clinical Records for URN 827157	Various
Clinical Records for URN 129568	Various
CTG Records for URN 129568	Various
Clinical Records for URN 154800	Various
Clinical Records from general practitioner	Various
<b>Incident records</b>	
Root Cause Analysis Report and Management Response – Incident ID: 638680	07/2014
OHO Clinical advice	21/06/2015
OHO Clinical advice	30/06/2015
Root Cause Analysis Report – Incident ID: 870078	01/08/2016
Comprehensive Report – Incident ID: 493255	29/03/2017
Form 1 Police Report of Death to Coroner	25/08/2017

Document	Date
External Clinical Review for CQHHS Quality, Safety and Risk Unit	11/09/2017
Root Cause Analysis Commissioning Authority Report – Incident ID: 1059071	06/10/2017
CQHHS Clinical Reviewer’s Report – Incident ID: 1068848	02/11/2017
Comprehensive Report – Incident ID: 636693	04/09/2018
Comprehensive Report – Incident ID: 637071	05/09/2018
Action Review Meeting (ARM) re 636693	14/09/2018
Clinical review report, Part A: Clinical reviewer’s report re 637071	28/09/2018
PRIME Clinical Incident Report for Line Managers – Incident ID: 1059071	Undated
PRIME Clinical Incident Report for Line Managers – Incident ID: 1068848	Undated
OHO Clinical advice	Undated
<b>Audit records</b>	
CQHHS National Standard Concurrent Audit – Maternity	June 2017
Comprehensive Care: Induction of Labour Audit	March 2017 to March 2018
Review of unplanned transfers from Gladstone Hospital	01/2016-03/2018 and 04/2018-06/2018
Audit of Maternity Trolley Checks	July 2017 to June 2018
Inter Hospital Transfer for Deteriorating Patient Audit Analysis	January 2017 to July 2018
CTG Interpretation, Report and Monitoring Audit Analysis	January 2017 to July 2018
Gladstone Maternity Shift Checklists Audit	August 2017 to July 2018
Clinical Handover Nursing Audit Analysis	May 2018 to July 2018
National Standard 1 Clinical Governance, Key Performance Indicators and Performance Measures – Gladstone Maternity	April to August 2018
Recognising and Response to Acute Deterioration/Postpartum Haemorrhage Audit – Retrospective Analysis	June to August 2018
Gladstone Maternity Audit Report	August 2018
Gladstone Maternity Shift Checklists Audit	August 2018
Documentation and administration of medical in PPH Audit Report	July to September 2018
<b>Staffing and training records</b>	

Document	Date
Staff Training and Development Calendar	2018
Gladstone Hospital Maternity Unit Monthly Training Activity Report	2018
CQHHS Nursing Roster Coster 2018-2019	As at 01/04/2018
Women's Unit Roster	26/03/2018 to 22/04/2018
Women's Unit Roster	23/04/2018 to 20/05/2018
Promoting Professional Accountability Leaders' Intervention Skills Workshop – Gladstone – Attendance List	28/05/2018
Women's Unit Roster	21/05/2018 to 17/06/2018
Women's Unit Roster	18/06/2018 to 15/07/2018
Team Building Workshop Training Attendance Form	18/07/2018
Team Building Workshop Training Attendance Form	19/07/2018
Women's Unit Roster	16/07/2018 to 12/08/2018
PPA Leaders' Intervention Seminar Attendance List	04/09/2018
Women's Unit Roster	13/08/2018 to 09/09/2018
Women's Unit Roster	10/09/2018 to 07/10/2018
<b>Correspondence</b>	
Web complaint	04/03/2016
Email from complainant re additional information	04/03/2016
Email from complainant re additional information	04/03/2016
Email to the Coroner's Court of Queensland	04/03/2016
Submission from complainant to Coroner's Court of Queensland	18/04/2016
Email from the Coroner's Court of Queensland	30/06/2016
Correspondence from Gladstone Hospital to complainant re open disclosure	21/08/2017
Web complaint	12/09/2017
OHO complaint summary from a verbal complaint	22/09/2017
Section 48 notice to Townsville Hospital	22/09/2017



Document	Date
Submission from Queensland Ambulance Service re complaint	25/10/2017
Web complaint	19/11/2017
Section 54 request to Coroner's Court of Queensland	30/01/2018
Section 54 response from Coroner's Court of Queensland	02/20/2018

## Biloela Hospital

Table 4 Biloela Hospital documents

Document	Date
<b>External review / benchmarking documents</b>	
Biloela Hospital, Queensland Perinatal Data Collection Indicators version 4.0, The Australian Council on Healthcare Standards Obstetrics version 7.2 Clinical Indicators	April 2018 to June 2018
<b>Internal review documents</b>	
Biloela Hospital Maternity Service Review Staff Summary	Undated
Biloela Maternity Service Review Action Plan	Undated
<b>Biloela Hospital policies, procedures and organisational documents</b>	
Business Planning Framework: Part B 2018-19	13/07/2018
Gladstone & Banana Business Unit <i>Clinical Governance Framework 2018-2020</i>	16/07/2018
Business Planning Framework: Part A 2018-19	29/10/2018
Biloela Hospital Organisational Structure	Undated
Gladstone & Banana Committee Structure	Undated
<b>Committee documents</b>	
Banana Morbidity and Mortality Meeting Maternity Patient presentation	2017
Banana Health Service Morbidity and Mortality Meeting Summary	20/04/2017
Terms of Reference, CQHHS Banana Health Service Clinical Advisory Committee	May 2017
Terms of Reference, Gladstone & Banana Business Unit Patient Safety, Quality and Risk Committee	14/11/2017
Banana Morbidity and Mortality Meeting Maternity Patient presentation	2018
Terms of Reference, CQHHS Maternity: Facility Safety & Quality Committee	03/08/2018
<b>Audit records</b>	

Document	Date
Biloela Maternity Audit Report – Ongoing	2018
Clinical Handover – Nursing	07/2017-12/2017 and 01/2018-06/2018
CQHHS National Standard – Initial Midwife Assessment Audit	07/2017-12/2017 and 01/2018-06/2018
CTG Interpretation Report and Monitoring	07/2017-12/2017 and 01/2018-06/2018
CQHHS National Standard Concurrent Audit – Maternity	07/2017-12/2017 and 01/2018-07/2018
National Standard 1 Clinical Governance, Key Performance Indicators and Performance Measures – Biloela Maternity	April to July 2018
Biloela Maternity Audit Report – Ongoing	July 2018
National Standard 1 Clinical Governance, Key Performance Indicators and Performance Measures – Biloela Maternity	April to August 2018
Biloela Maternity Audit Report – Ongoing	August 2018
National Standard 1 Clinical Governance, Key Performance Indicators and Performance Measures – Biloela Maternity	April to September 2018
National Standard 1 Clinical Governance, Key Performance Indicators and Performance Measures – Biloela Maternity	April to October 2018
Biloela Maternity Audit Report	July 2018 to February 2019
<b>Staffing and training records</b>	
CQHHS Education and Research Unit Calendar Activities – Biloela	2017
Learning/Achievement Report re Recognition & Management of the Deteriorating Patient	11/12/2015 to 08/03/2018
Learning/Achievement Report re Advanced Neo Resus	20/05/2016 to 11/05/2018
Learning/Achievement Report re Paediatric Life Support	05/05/2016 to 22/05/2018
Learning/Achievement Report re Advanced Life Support – Recert	21/03/2016 to 27/06/2018
Nursing roster	13/08/2018 to 26/08/2018
Primary Health Networks Maternity Alignment programme agenda	01/09/2018

Document	Date
Learning/Achievement Report re Practical Obstetric Multi-Professional Training	03/12/2015 to 07/09/2018
Nursing roster	27/08/2018 to 09/09/2018
Learning/Achievement Report re Fetal Surveillance Workshop	10/02/2016 to 19/09/2018
Nursing roster	10/09/2018 to 23/09/2018
Doctor roster	01/09/2018 to 30/09/2018
Nursing roster	24/09/2018 to 07/10/2018
Learning/Achievement Report re Advanced Life Support	09/03/2016 to 16/10/2018
Nursing roster	08/10/2018 to 21/10/2018
Learning/Achieve Report re NeoResus – First Response	07/04/2016 to 30/10/2018
Doctor roster	01/10/2018 to 31/10/2018
Nursing roster	22/10/2018 to 04/11/2018
Mandatory Training Compliance Report – NeoResus – Advanced	Reported 08/11/2018
Mandatory Training Compliance Report – PROMPT	Reported 08/11/2018
Doctor roster	01/11/2018 to 01/12/2018

## Emerald Hospital

Table 5 Emerald Hospital documents

Document	Date
<b>External review / benchmarking documents</b>	
Women's Healthcare Australasia Benchmarking Maternity Care, Less than 500 Births, Report: 2016-17	November 2017
Maternity Outpatient Experience Survey 2017 Checkerboard	May 2018

Document	Date
Emerald Hospital, Queensland Perinatal Data Collection Indicators version 4.0, The Australian Council on Healthcare Standards Obstetrics version 7.2 Clinical Indicators	April 2018 to June 2018
Queensland Health <i>Maternity Outpatient Clinic Patient Experience Survey 2017 Summary Results – Emerald Hospital</i>	June 2018
<b>Internal review documents</b>	
Emerald Staff Safety Culture Survey	2018
Review of incidents and complaints in relation to FOG Team (Emerald)	April 2015 to February 2018
Emerald Hospital Maternity Service Monthly Reporting	July 2017 to October 2018
CQHHS Patient Experience Survey	01/2018-06/2018 and 07/2018-12/2018
Emerald Hospital Maternity Unit Review Executive Summary	Undated
Emerald Maternity Service Review Action Plan	Undated
Emerald Hospital Maternity Review Consumer Presentation	Undated
<b>Emerald Hospital policies, procedures and organisational documents</b>	
Central Highlands Maternity Psychosocial Care Coordination	30/11/2018
Leadership Structure – Maternity Services Emerald Hospital	Undated
Emerald Hospital Maternity Unit Snapshot	Undated
Business Planning Framework: Part A 2018-19	Undated
Business Planning Framework: Part B 2018-19	Undated
Maternity Services Care Options	Undated
Emerald Maternity Service ‘above the line and below the line’ behaviours	Undated
<b>Committee documents</b>	
Emerald Maternity M&M Recommendations Register	2018
Maternity Meeting minutes	07/03/2018
Community Forum Agenda	18/04/2018
Attendance List Community Forum	18/04/2018
Central Highlands Maternity Services Quality and Safety Committee agenda	13/06/2018
Central Highlands Maternity Services Quality and Safety Committee minutes	13/06/2018
Maternity Meeting minutes	14/06/2018

Document	Date
Central Highlands and Woorabinda Morbidity and Mortality Meeting Summary	27/06/2018
Central Highlands and Woorabinda Morbidity and Mortality Meeting Summary	10/07/2018
Maternity Meeting minutes	01/08/2018
Central Highlands Maternity Services Quality and Safety Committee agenda	15/08/2018
Central Highlands Maternity Services Quality and Safety Committee minutes	15/08/2018
Central Highlands and Woorabinda Morbidity and Mortality Meeting Summary	04/09/2018
CH Maternity Psychosocial Care Coordination agenda	27/09/2018
Maternity Meeting minutes	10/10/2018
Maternity Meeting minutes	08/11/2018
Central Highlands Maternity Services Quality and Safety Committee agenda	08/11/2018
Central Highlands Maternity Services Quality and Safety Committee minutes	08/11/2018
<b>Incident records</b>	
Root Cause Analysis re 986325	17/08/2017
Clinical Incident Reporting Trigger List for Maternity	January 2018
<b>Audit records</b>	
CQHHS National Standard – Initial Midwife Assessment Audit	01/2018-06/2018 and 07/2018-10/2018
Initial Midwife Assessment (IMA) Audit Summary	01/2018-06/2018 and 07/2018-10/2018
CQHHS National Standard Concurrent Audit – Maternity	07/2017-12/2017 and 01/2018-10/2018
CQHHS National Standard Audit Maternity NS 8 Summary	07/2017-12/2017 and 01/2018-10/2018
CTG Interpretation Reporting and Monitoring Audit	07/2017-12/2017 and 01/2018 to 11/2018
CTG Interpretation Reporting and Monitoring Audit Summary	01/2018-06/2018 and 07/2018-11/2018
PANDA Resuscitation Trolley Basic Contents and Layout Daily Checklist – Birthing Suite	05/11/2018 to 11/11/2018

Document	Date
PANDA Resuscitation Trolley Basic Contents and Layout Daily Checklist – Birthing Suite	12/11/2018 to 18/11/2018
PANDA Resuscitation Trolley Basic Contents and Layout Daily Checklist – Birthing Suite	19/11/2018 to 25/11/2018
CQHHS National Standard – Clinical Handover – Nursing Audit	01/2018-06/2018 and 07/2018-12/2018
Clinical Handover Audit Summary	01/2018-06/2018 and 07/2018-12/2018
Intravascular Device (PIVC, PICC, CVC) Audit	01/2018-06/2018 and 07/2018-12/2018
Informed Procedural Consent Audit	01/2018-06/2018 and 07/2018-12/2018
Postpartum Haemorrhage (Minor) Audit	07/2018-12/2018
Specimen Labelling Audit	07/2018-12/2018
<b>Staffing and training records</b>	
Multidisciplinary CTG reviews – Training Attendance Form	August 2016
Multidisciplinary CTG reviews – Training Attendance Form	19/02/2018
Multidisciplinary CTG reviews – Training Attendance Form	20/02/2018
Multidisciplinary CTG reviews – Training Attendance Form	22/02/2018
CTG Discussion/Reviews – Attendance Form	01/03/2018
CTG Discussion/Reviews – Attendance Form	13/03/2018
CTG Discussion/Reviews – Attendance Form	14/03/2018
Emerald Maternity Services 2018-2019 Roster Coster	As at 16/04/2018
CTG Discussion/Reviews – Attendance Form	19/04/2018
RiskMan Training In-service Attendance Record	24/04/2018
CTG Discussion/Reviews – Attendance Form	01/05/2018
CTG Discussion/Reviews – Attendance Form	10/05/2018
Medical roster	03/09/2018 to 09/09/2018
Emerald Midwifery Unit Roster	27/08/2018 to 09/09/2018
Medical roster	10/09/2018 to 16/09/2018

Document	Date
Medical roster	17/09/2018 to 23/09/2018
Emerald Midwifery Unit Roster	10/09/2018 to 23/09/2018
Medical roster	24/09/2018 to 30/09/2018
Medical roster	01/10/2018 to 07/10/2018
Emerald Midwifery Unit Roster	24/09/2018 to 07/10/2018
Medical roster	08/10/2018 to 14/10/2018
Medical roster	15/10/2018 to 21/10/2018
Emerald Midwifery Unit Roster	08/10/2018 to 21/10/2018
Medical roster	22/10/2018 to 28/10/2018
Midwifery Educator 2018 Activity Report	November 2018
Medical roster	29/10/2018 to 04/11/2018
Emerald Midwifery Unit Roster	22/10/2018 to 04/11/2018
Medical roster	05/11/2018 to 11/11/2018
Medical roster	12/11/2018 to 18/11/2018
Emerald Midwifery Unit Roster	05/11/2018 to 18/11/2018
Emerald Maternity establishment staffing	As at 23/11/2018
Medical roster	19/11/2018 to 25/11/2018
Learning/Achieve Report re NeoResus – First Response	01/01/2016 to 26/11/2018
Learning/Achieve Report re NeoResus – Advanced	01/01/2016 to 26/11/2018



Document	Date
Learning/Achievement Report re Fetal Surveillance Workshop	01/01/2016 to 26/11/2018
Medical roster	26/11/2018 to 02/12/2018
Emerald staffing and occupancy report	As at 15/10/2018
Epidural/Compass/Normal Birth review workshop agenda for 1 and 13 February 2018	Undated
RiskMan Training In-service Attendance Record	Undated

## Theodore Multipurpose Health Service (MPHS)

Table 6 MPHS documents

Document	Date
<b>Internal review documents</b>	
Summary of Theodore MPHS maternity service review	Undated
Theodore MPHS Recommendations Action Plan	Undated
<b>MPHS policies, procedures and organisational documents</b>	
Business Planning Framework: Part A 2018-19	29/10/2018
<b>Audit records</b>	
CQHHS National Standard Concurrent Audit – Maternity	07/2017-12/2017
CQHHS National Standard – Clinical Handover Audit	07/2017-12/2017
CQHHS National Standard – Clinical Handover Audit	01/2018-06/2018
CQHHS National Standard – Initial Midwife Assessment Audit	01/2018-06/2018
RiskMan Training In-service Attendance Record	26/04/2018
PANDA Resuscitation Trolley Basic Contents and Layout Daily Checklist – Birthing Suite	02/07/2018 to 15/07/2018
PANDA Resuscitation Trolley Basic Contents and Layout Daily Checklist – Birthing Suite	16/07/2018 to 29/07/2018
PANDA Resuscitation Trolley Basic Contents and Layout Daily Checklist – Birthing Suite	30/07/2018 to 12/08/2018
PANDA Resuscitation Trolley Basic Contents and Layout Daily Checklist – Birthing Suite	13/08/2018 to 26/08/2018
PANDA Resuscitation Trolley Basic Contents and Layout Daily Checklist – Birthing Suite	27/08/2018 to 09/09/2018

Document	Date
PANDA Resuscitation Trolley Basic Contents and Layout Daily Checklist – Birthing Suite	10/09/2018 to 23/09/2018
PANDA Resuscitation Trolley Basic Contents and Layout Daily Checklist – Birthing Suite	24/09/2018 to 07/10/2018
PANDA Resuscitation Trolley Basic Contents and Layout Daily Checklist – Birthing Suite	08/10/2018 to 21/10/2018
PANDA Resuscitation Trolley Basic Contents and Layout Daily Checklist – Birthing Suite	22/10/2018 to 04/11/2018
PANDA Resuscitation Trolley Basic Contents and Layout Daily Checklist – Birthing Suite	05/11/2018 to 18/11/2018
<b>Staffing and training records</b>	
Medical roster	As at 29/03/2018
Unit Roster	18/06/2018 to 01/07/2018
Unit Roster	02/07/2018 to 15/07/2018
Unit Roster	16/07/2018 to 29/07/2018
Unit Roster	30/07/2018 to 12/08/2018
Unit Roster	13/08/2018 to 26/08/2018
Unit Roster	27/08/2018 to 09/09/2018
Unit Roster	10/09/2018 to 23/09/2018
Unit Roster	24/09/2018 to 07/10/2018
Unit Roster	08/10/2018 to 21/10/2018
Unit Roster	22/10/2018 to 04/11/2018
Unit Roster	05/11/2018 to 18/11/2018
Unit Roster	19/11/2018 to 02/12/2018

Document	Date
<b>Correspondence</b>	
Various submissions and correspondence between Friends of Theodore Maternity Services and CQHHS	Various

## General reference materials

Table 7 General reference documents

Document	Date
Davies et al, <i>Organisation culture and quality of health care</i> , Quality in Health Care 2000:111-119 – <a href="https://qualitysafety.bmj.com/content/qhc/9/2/111.full.pdf">https://qualitysafety.bmj.com/content/qhc/9/2/111.full.pdf</a>	01/06/2000
<i>Waves of Settlement 1901-2001</i> , Gladstone Regional Art Gallery & Museum – <a href="http://gragm.qld.gov.au/media/1017/waves-of-settlement-1901-1939.pdf">http://gragm.qld.gov.au/media/1017/waves-of-settlement-1901-1939.pdf</a>	2001
Filn, R, <i>Measuring safety culture in healthcare: A case for accurate diagnosis</i> , <i>Safety Science</i> , vol 45, no. 6, pp 653-667	2007
Australian Government Emergency Triage Education Kit	2009
<i>Access to a Range of Models of Care, Improving Maternity Services in Australia: The report of the Maternity Services Review</i> , Australian Government Department of Health – <a href="https://www.health.gov.au/internet/publications/publishing.nsf/Content/msr-report~msr-report-keyissues~msr-report-access">https://www.health.gov.au/internet/publications/publishing.nsf/Content/msr-report~msr-report-keyissues~msr-report-access</a>	February 2009
<i>Table 2: Models of maternity care, Improving Maternity Services in Australia: The report of the Maternity Services Review</i> , Australian Government Department of Health – <a href="https://www.health.gov.au/internet/publications/publishing.nsf/Content/msr-report~msr-report-tables~msr-report-table2">https://www.health.gov.au/internet/publications/publishing.nsf/Content/msr-report~msr-report-tables~msr-report-table2</a>	February 2009
Map of Health Service Districts by Queensland Health Facilities – <a href="https://www.health.qld.gov.au/_data/assets/pdf_file/0035/358865/hsd2010_hosp.pdf">https://www.health.qld.gov.au/_data/assets/pdf_file/0035/358865/hsd2010_hosp.pdf</a>	01/11/2010
<i>Staffing in maternity units: Getting the right people in the right place at the right time</i> , The King's Fund – <a href="https://www.kingsfund.org.uk/sites/default/files/staffing-maternity-units-kings-fund-march2011.pdf">https://www.kingsfund.org.uk/sites/default/files/staffing-maternity-units-kings-fund-march2011.pdf</a>	2011
<i>Antepartum Haemorrhage Green-top Guideline No. 63</i> , Royal College of Obstetricians & Gynaecologists – <a href="https://www.rcoq.org.uk/globalassets/documents/guidelines/gtg_63.pdf">https://www.rcoq.org.uk/globalassets/documents/guidelines/gtg_63.pdf</a>	November 2011
<i>Clinical Incident Management System (CIMS) and Severity Assessment Code 1 Data Request Process</i> , WA Department of Health – <a href="https://rph.health.wa.gov.au/~media/Files/Corporate/general%20documents">https://rph.health.wa.gov.au/~media/Files/Corporate/general%20documents</a>	2012

Document	Date
<a href="#">/clinical%20assessment/PDF/CIM and SAC 1Data Request Guidelines.a shx</a>	
<i>Ectopic pregnancy and miscarriage: diagnosis and initial management</i> , National Institute for Health and Care Excellence (NICE) Clinical Guideline [CG154] – <a href="https://www.nice.org.uk/guidance/cg154">https://www.nice.org.uk/guidance/cg154</a>	December 2012
Elrod et al, <i>The hub-and-spoke organization design revisited: a lifeline for rural hospitals</i> , BioMed Central	2013
<i>Policy on the Australasian Triage Scale</i> , Australian College for Emergency Medicine – <a href="https://acem.org.au/Content-Sources/Advancing-Emergency-Medicine/Better-Outcomes-for-Patients/Triage">https://acem.org.au/Content-Sources/Advancing-Emergency-Medicine/Better-Outcomes-for-Patients/Triage</a>	July 2013
Dixon-Woods et al, <i>Culture and behaviour in the English National Health Service: overview of lessons from a large multimethod study</i> , <i>BMJ Qual Saf</i> 2014;23:106-115 – <a href="https://qualitysafety.bmj.com/content/qhc/23/2/106.full.pdf">https://qualitysafety.bmj.com/content/qhc/23/2/106.full.pdf</a>	2014
<i>Ectopic pregnancy</i> , Better Health Channel, Victoria – <a href="https://www.betterhealth.vic.gov.au/health/healthyliving/ectopic-pregnancy">https://www.betterhealth.vic.gov.au/health/healthyliving/ectopic-pregnancy</a>	April 2014
<i>Best Practice Guide to Clinical Incident Management</i> , Queensland Health – <a href="https://clinicalexcellence.qld.gov.au/sites/default/files/2018-01/clinicalincidentguide.pdf">https://clinicalexcellence.qld.gov.au/sites/default/files/2018-01/clinicalincidentguide.pdf</a>	May 2014
<i>Intrapartum Fetal Surveillance Clinical Guideline – Third Edition 2014</i> , Royal Australian and New Zealand College of Obstetricians and Gynaecologists – <a href="https://www.ranzcog.edu.au/RANZCOG_SITE/media/RANZCOG-MEDIA/Women%27s%20Health/Statement%20and%20guidelines/Clinical-Obstetrics/Intrapartum-Fetal-Surveillance-Guideline-Third-edition-Aug-2014.pdf?ext=.pdf">https://www.ranzcog.edu.au/RANZCOG_SITE/media/RANZCOG-MEDIA/Women%27s%20Health/Statement%20and%20guidelines/Clinical-Obstetrics/Intrapartum-Fetal-Surveillance-Guideline-Third-edition-Aug-2014.pdf?ext=.pdf</a>	June 2014
<i>Health Service Directive, Patient Safety</i> , Queensland Health – <a href="https://www.health.qld.gov.au/_data/assets/pdf_file/0020/150734/qh-hsd-032.pdf">https://www.health.qld.gov.au/_data/assets/pdf_file/0020/150734/qh-hsd-032.pdf</a>	13/11/2014
<i>National Midwifery Guidelines for Consultation and Referral 3<sup>rd</sup> Edition Issue 2</i> , Australian College of Midwives – <a href="https://www.ranzcog.edu.au/RANZCOG_SITE/media/RANZCOG-MEDIA/Women%27s%20Health/Referral-Guidelines-3rd_edition_issue_2_20150211_final_0.pdf?ext=.pdf">https://www.ranzcog.edu.au/RANZCOG_SITE/media/RANZCOG-MEDIA/Women%27s%20Health/Referral-Guidelines-3<sup>rd</sup> edition issue 2 20150211 final 0.pdf?ext=.pdf</a>	December 2014
<i>Clinical Services Capability Framework for Public and Licensed Private Health Facilities v 3.2</i> , Queensland Health – <a href="https://www.health.qld.gov.au/_data/assets/pdf_file/0030/444666/cscf-fundamentals-of-the-framework.pdf">https://www.health.qld.gov.au/_data/assets/pdf_file/0030/444666/cscf-fundamentals-of-the-framework.pdf</a>	2015
<i>Safe midwifery staffing for maternity settings</i> , NICE Guideline 4 – <a href="https://www.nice.org.uk/guidance/ng4/resources/safe-midwifery-staffing-for-maternity-settings-pdf-51040125637">https://www.nice.org.uk/guidance/ng4/resources/safe-midwifery-staffing-for-maternity-settings-pdf-51040125637</a>	27/02/2015

Document	Date
<i>Maternity model of care—Major Model Category</i> , Australian Institute of Health and Welfare – <a href="https://meteor.aihw.gov.au/content/index.phtml/itemId/559627">https://meteor.aihw.gov.au/content/index.phtml/itemId/559627</a>	14/05/2015
<i>A few thoughts on culture</i> , Marc-David Munk MD, The Health Care Blog – <a href="https://thehealthcareblog.com/blog/2015/06/03/a-few-thoughts-on-culture-in-healthcare/">https://thehealthcareblog.com/blog/2015/06/03/a-few-thoughts-on-culture-in-healthcare/</a>	03/06/2015
<i>Categorisation of urgency for caesarean section</i> , Royal Australian College of Obstetricians and Gynaecologists – <a href="https://www.ranzcog.edu.au/RANZCOG_SITE/media/RANZCOG-MEDIA/Women's%20Health/Statement%20and%20guidelines/Clinical-Obstetrics/Categorisation-of-urgency-for-caesarean-section-(C-Obs-14)Review-July-2015.pdf?ext=.pdf">https://www.ranzcog.edu.au/RANZCOG_SITE/media/RANZCOG-MEDIA/Women's%20Health/Statement%20and%20guidelines/Clinical-Obstetrics/Categorisation-of-urgency-for-caesarean-section-(C-Obs-14)Review-July-2015.pdf?ext=.pdf</a>	July 2015
<i>Nurse navigators</i> , Office of the Chief Nursing and Midwifery Officer – <a href="https://www.health.qld.gov.au/ocnmo/nursing/nurse-navigators">https://www.health.qld.gov.au/ocnmo/nursing/nurse-navigators</a>	06/11/2015
<i>The Basis of Board Committee Structure</i> , ASAE – <a href="https://www.asaecenter.org/resources/articles/an_plus/2015/december/the-basics-of-board-committee-structure">https://www.asaecenter.org/resources/articles/an_plus/2015/december/the-basics-of-board-committee-structure</a>	21/12/2015
<i>Maternity Services Forum 2016</i> , Queensland Health – <a href="https://clinicalexcellence.qld.gov.au/sites/default/files/docs/improvement/maternity-services/communique-maternity-forum-2016.pdf">https://clinicalexcellence.qld.gov.au/sites/default/files/docs/improvement/maternity-services/communique-maternity-forum-2016.pdf</a>	2016
Homer, <i>Models of maternity care: evidence for midwifery continuity of care</i> , Med J Aust 2016; 205 (8)	2016
Barcley, L et al, <i>Reconceptualising risk: Perception of risk in rural and remote maternity service planning</i> , Midwifery 38	2016
<i>The perinatal is political: What the expiry of the National Maternity Services Plan means for Australian women and why we need the next Plan</i> , Belinda Barnett, Maternity Choices Australia – <a href="http://www.maternitychoices.org.au/national-maternity-services-plan.html">http://www.maternitychoices.org.au/national-maternity-services-plan.html</a>	18/02/2016
<i>Maternity Care Classification System: Maternity Model of Care Data Set Specification national pilot program report November 2014—National Maternity Data Development Project Stage 2</i> , Australian Institute of Health and Welfare – <a href="https://www.aihw.gov.au/getmedia/3ca9f920-1b65-466e-871c-084c4827a5ae/19300.pdf.aspx?inline=true">https://www.aihw.gov.au/getmedia/3ca9f920-1b65-466e-871c-084c4827a5ae/19300.pdf.aspx?inline=true</a>	24/02/2016
<i>Nurse-to-patient ratios—Information Sheet</i> , Queensland Health – <a href="https://www.health.qld.gov.au/_data/assets/pdf_file/0032/666419/npr-general-info-sheet.pdf">https://www.health.qld.gov.au/_data/assets/pdf_file/0032/666419/npr-general-info-sheet.pdf</a>	May 2016
<i>Registration Standard: Recency of Practice</i> , Nursing and Midwifery Board of Australia	01/06/2016

Document	Date
<i>Business Planning Framework: a tool for nursing and midwifery workload management, 5<sup>th</sup> Edition 2016</i> , Queensland Health – <a href="https://www.health.qld.gov.au/_data/assets/pdf_file/0035/666908/bpf.pdf">https://www.health.qld.gov.au/_data/assets/pdf_file/0035/666908/bpf.pdf</a>	July 2016
<i>Queensland Maternal and Perinatal Quality Council Terms of Reference</i> – <a href="https://www.health.qld.gov.au/_data/assets/pdf_file/0027/431964/qmpqc-tor.pdf">https://www.health.qld.gov.au/_data/assets/pdf_file/0027/431964/qmpqc-tor.pdf</a>	July 2016
<i>White Paper – Integrated Risk-Based Internal Auditing</i> , Institute of Internal Auditors	July 2016
<i>Frequently asked questions about ratios</i> , Queensland Health – <a href="https://www.health.qld.gov.au/ocnmo/nursing/nurse-to-patient-ratios/nurse-patient-ratios-faqs">https://www.health.qld.gov.au/ocnmo/nursing/nurse-to-patient-ratios/nurse-patient-ratios-faqs</a>	01/07/2016
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<i>Supporting Patients: Nurse Navigators &amp; Midwives</i> , Labor 2017 Policy Document – <a href="https://www.queenslandlabor.org/media/20197/alpq_nurse_navigators_midwives_policy_document_final_.pdf">https://www.queenslandlabor.org/media/20197/alpq_nurse_navigators_midwives_policy_document_final_.pdf</a>	2017
<i>Guideline for Variable Life Adjustment Displays and other National Patient Safety Indicators</i> , Health Service Directive, version 1.1, Queensland Health	9 January 2017
<i>Safe workloads in midwifery standard</i> , Queensland Nurses and Midwives Union – <a href="http://www.ruralhealth.org.au/14nrhc/sites/default/files/13nrhc/documents/pr_e-conference/QNMU%20safe%20workload%20in%20midwifery%20standard.pdf">http://www.ruralhealth.org.au/14nrhc/sites/default/files/13nrhc/documents/pr_e-conference/QNMU%20safe%20workload%20in%20midwifery%20standard.pdf</a>	02/2017
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<i>Management of Postpartum Haemorrhage (PPH)</i> , Royal Australian and New Zealand College of Obstetricians and Gynaecologists – <a href="https://www.ranzcog.edu.au/RANZCOG_SITE/media/RANZCOG-MEDIA/Women%27s%20Health/Statement%20and%20guidelines/Clinical-Obstetrics/Management-of-Postpartum-Haemorrhage-(C-Obs-43)-Review-July-2017.pdf?ext=.pdf">https://www.ranzcog.edu.au/RANZCOG_SITE/media/RANZCOG-MEDIA/Women%27s%20Health/Statement%20and%20guidelines/Clinical-Obstetrics/Management-of-Postpartum-Haemorrhage-(C-Obs-43)-Review-July-2017.pdf?ext=.pdf</a>	July 2017
Communique, Maternity Services Forum, Clinical Excellence Division	July 2017
<i>Variable life adjustment display (VLAD)</i> , Queensland Health – <a href="https://clinicalexcellence.qld.gov.au/priority-areas/measuring-care/variable-life-adjustment-display-vlad">https://clinicalexcellence.qld.gov.au/priority-areas/measuring-care/variable-life-adjustment-display-vlad</a>	30/08/2017
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