Health Services Data Advisory Group
Submission Template

Background

This document provides guidance and a template for an individual or organisation to make a submission to the Aboriginal and Torres Strait Islander Health Services Data Advisory Group (HS DAG).

Purpose of the HS DAG

The purpose of the HS DAG is to:

- Provide advice to the Department of Health (the Department) to shape a robust evidence base through Aboriginal and Torres Strait Islander primary health care data collections which support policy and program development and improved service delivery;
- Where requested, provide advice and support on:
    - guiding the ongoing development of national Key Performance Indicator (nKPI) and Online Services Report (OSR);
    - minimising the burden and duplication of reporting for health services;
    - improving data validation;
    - improving the use and reporting of data and examining the impact of changes to collection systems;
    - improving services' use of data;
    - influencing future opportunities for collaboration, linkages and synergies with developments in the wider health data systems environment, research projects or local initiatives; and
    - communication strategies for engaging affected stakeholders.

Who can make a submission?

Any individual or organisation can make submissions to the HS DAG through the HS DAG Secretariat. To make a submission, please complete the submission template (this document). All submissions will be reviewed for inclusion by the co-chairs for appropriateness, priority and conformity.

What should be in my submission?

Submissions should relate to the OSR and/or nKPI data collections and be consistent with the purpose of HS DAG.

How to lodge a submission?

To lodge a submission, please complete the submission template below and return to hs.data.advisory.group@health.gov.au.

Will my submission be considered?

HS DAG will consider submissions that:

- Relate to the OSR and / or nKPI data collections and reporting

- Are consistent with the purpose of HS DAG

- Relate to a reoccurring and/or complex matter (i.e. matter has the potential to affect more than one health service)

- Are actionable (i.e. from a cost and time perspective)

- Are not currently being actioned by another party (e.g. a State or Territory is leading the development of a hearing health indicator at the request of AHMAC).

How will I know when my submission has been considered?

HS DAG holds meetings approximately two to four times per year. Dependent on the time of submission, the matter will be reviewed by the co-chairs for consideration in the next appropriate HS DAG meeting. The time for a response to your submission may vary. If you do not receive a response to your submission within four months, please contact hs.data.advisory.group@health.gov.au.

Submission Form

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<tr>
<td colspan="3" align="center"><h1>Health Services Data Advisory Group (HS DAG)</h1>Submission Form</td>
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(name of individual or organisation)</td>
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<td>Title
Don't include acronyms.</td>
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<td>Purpose</td>
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<tr>
<td rowspan="3">Topic Area</td>
<td>Online Services Report (OSR) data collection</td>
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<td>National Key Performance Indicators (nKPIs) data collection</td>
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<td>OSR and/or nKPI reporting</td>
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<td rowspan="4">Contact details</td>
<td>Contact person:</td>
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<td>Organisation (if applicable):</td>
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