



Response Schedule G – Tasmanian Industry Participation Plan

Procurement details

<b>Procurement Reference No.</b>	RFT Number: DOH-5863H
<b>Procurement title</b>	Provision of Eye Surgery Services
<b>Name of Responsible Agency/Entity</b>	THS

Supplier details

<b>Name of supplier</b>	Clearvis Pty Ltd										
<b>Contact details for supplier</b>	<table border="0"> <tr> <td>Jane Haybittel</td> <td>Linda Wynwood (Don)</td> </tr> <tr> <td>Phone: 03 6424 6111</td> <td>T: 03 64 246111</td> </tr> <tr> <td>Fax: 03 6423 2754</td> <td>F: 03 64232754</td> </tr> <tr> <td>Mobile: 0437 100 129</td> <td>M: 0419 801 510</td> </tr> <tr> <td><a href="mailto:jane@nwes.com.au">jane@nwes.com.au</a></td> <td><a href="mailto:linda.wynwood4@gmail.com">linda.wynwood4@gmail.com</a></td> </tr> </table>	Jane Haybittel	Linda Wynwood (Don)	Phone: 03 6424 6111	T: 03 64 246111	Fax: 03 6423 2754	F: 03 64232754	Mobile: 0437 100 129	M: 0419 801 510	<a href="mailto:jane@nwes.com.au">jane@nwes.com.au</a>	<a href="mailto:linda.wynwood4@gmail.com">linda.wynwood4@gmail.com</a>
Jane Haybittel	Linda Wynwood (Don)										
Phone: 03 6424 6111	T: 03 64 246111										
Fax: 03 6423 2754	F: 03 64232754										
Mobile: 0437 100 129	M: 0419 801 510										
<a href="mailto:jane@nwes.com.au">jane@nwes.com.au</a>	<a href="mailto:linda.wynwood4@gmail.com">linda.wynwood4@gmail.com</a>										

Local SME industry impact

Clearvis Pty Ltd, in conjunction with Devonport Eye Hospital (DEH) Pty Ltd, is a Small to Medium Enterprise based in Devonport, on the North West of Tasmania. We currently provide 16 FTE jobs for residents and 3 FTE nurses and have 14 RN/EN casual nurses working in the theatre.

The proposed contract would create additional administration jobs, additional casual hours for the 14 nursing staff (5 x nurses required per operating session) already contracted to the Devonport Eye Hospital should we be successful in obtaining the proposed contract. These would include:

- Additional sub-contracted specialist surgeons + possible registrar (RANZCO)
- Additional hours for nursing 14 casual nurses. This contract would enable nurses to gain an extra 8 x hours of work per month
- Additional administration and support staff 2.5 FTE
- Coders given extra hours

Totalling equivalent of 3.5 FTE jobs per month additional positions as a result of this contract.

Local recruitment



Clearvis Pty Ltd employs residents from the North West Coast of Tasmania, with the exception being some visiting specialists.

**Goods and services to be utilised in the contract**

<b>Identified goods or services</b>	<b>Total estimated value</b>	<b>Name of supplier anticipated to be used (if already determined through existing supply chain arrangements)</b>	<b>Location of supplier (where already determined through existing supply chain arrangements)</b>	<b>If supplier not yet determined, is there a local SME market for same? (Yes/No)</b>
Cleaning	\$500.00	North West Cleaning Tasmania	<a href="mailto:northwestcleaningtas@gmail.com">northwestcleaningtas@gmail.com</a> Louise Muddle	
Electrical	\$200	Shane Hill Electrical	Devonport	
Plumbing	\$200	Palmers Plumbing	Devonport	
Catering	\$500	Larder Café, Hill Street, Four Ways Café, Coffee Spot,	Devonport	
IT software	\$2000	Medical Wizard	Melbourne, Victoria	
IT support	\$2000	Neveco	Devonport	
Printing equipment	\$2000	Active Office	Burnie	
Gardening		VIP Gardening Services	Devonport	
Carpet cleaning	\$500		Devonport	
Security	\$100	Securatech	Devonport	
Building Maintenance	\$500	Adam Ritson	Devonport	
Stationery supplier	\$1000	Complete Stationery, Fourways Newsagency and Stationery	Devonport	
Commercial printing	\$1000	R&J Printing	Devonport	



Legal services	\$2000	Clarke & Gee	Devonport	
Couriers	\$500	CBD Couriers	Devonport	
Pharmacies	\$1000	Terry White pharmacies	Devonport and Burnie	
Sterilizing	\$3000	InvitroTechnologi		
Pest control	\$100	Alan Dobson	Burnie	
Bookkeeping	\$2000	Robert Marshall	Burnie	
Accounting	\$5000	Findex	Burnie	
Insurance	\$3000	Steadfast Taswide Insurance brokers	Burnie	
Joiners	\$1000	Joinery.com	Devonport	

As well as directly purchasing from the businesses above, DEH contributes to local SMEs indirectly by seeing patients for local optometrists and general practitioners. DEH specialists work closely with local optometrists and general practitioners, providing continuing professional development for them and partnering in patient management. DEH refers patients to local pathology and radiology services which employ a significant number of local people.

The hours/ equipment and suppliers for theatre would increase by an extra day.



## **Opportunity for local SME involvement**

DEH sources a significant proportion of its goods and services from other local SME companies. Local SMEs provide DEH with services such as: cleaning, carpet cleaning, commercial printing, stationery, IT support, IT software and hardware, legal services, building security, building maintenance, gardening, catering, electrical, plumbing, carpentry and joinery.

DEH has developed a Purchasing Policy. The DEH Purchasing Policy guides the organisation in identifying local SMEs to deliver goods and services. The DEH Purchasing Policy utilises resources in an efficient, efficient and ethical manner, enhancing value for money through fair, competitive, non-discriminatory procurement of consumables, equipment and services.

The DEH Purchasing Policy provides clear decision-making guidelines about how to select suppliers. DEH prefers to utilise local SMEs where possible because there is an advantage in having suppliers close by. Local suppliers are often more accessible to contact, are able to respond to orders and requests faster. Local suppliers are closer in proximity to DEH, minimising carbon emissions associated with transportation of goods.

The selection of suppliers of consumables, equipment and services is non-discriminatory and based on:

- The supplier's history with the DEH as a reputable supplier.
- The ability to meet the specific requirements of the goods or service.
- The ability to provide timely delivery of goods or service, including response time for after-hours services, if required.
- The ability to supply goods or service according to relevant regulatory requirements.
- The ability to supply the consumables, equipment or services within the allocated budget.
- The ability to maintain competitive prices.
- The ability to provide ongoing support for equipment and services purchased.
- Relevant registration and insurances.

## **Broader economic opportunities**

Administrative and support workers undergo an induction program designed by DEH which provides instruction in:

- the history and structure of DEH including its values and mission,
- work skills, work ethics, performance standards and expectations,
- how the public and private health system and ophthalmology work in Tasmania and Australia,
- workplace health and safety,
- privacy and confidentiality of patient records,
- extensive job specific skills training.

The roles of administrative and support workers at DEH require the use of bespoke ophthalmological computer systems and diagnostic equipment. To develop competency and expertise in these systems DEH makes significant investment in one-on-one and small group training time for each worker.



Support workers at DEH are called ‘Ophthalmic Technicians’. They are trained in ophthalmology testing and using specialised ophthalmic equipment. They provide assistance to Ophthalmologists in the clinical consulting area of the hospital (not in the surgical/theatre areas). There is no formal qualification in ophthalmic assistance in Australia, so DEH has developed its own in-house training and accreditation program for its workers.

Our monthly training program for Ophthalmic Technicians provides training in:

- anatomy and physiology of the eye,
- basic testing procedures including basic optics, vertometry and autorefraction, visual acuity, instilling eye drops;
- common eye disorders including cataract, glaucoma, age-related macular degeneration, retinal conditions, and diabetic eye disease;
- specialist testing procedures including visual field testing, OCTs, AScan, retinal photography, corneal topography;
- clinical procedures.

Ophthalmic Technicians are assessed on their theoretical knowledge and practical competency in all areas of their responsibilities. Only when Technicians successfully complete their assessment are they authorised by DEH to practice their skills in the clinic.

The skills developed by workers at DEH enhance and expand Tasmania’s workforce in the long term. DEH utilises performance management systems with workers that aims to continually develop and improve their work performance. All workers are eligible for further training support where needs are identified. Some examples of further training facilitated by DEH for administration staff and Ophthalmic Technicians to date include manual handling, first aid training, fire training, hand hygiene, laser safety, and food handling, practice managers meeting RANZCO.

Experience at DEH gives workers a career pathway into a number of related roles and industries, such as other medical support roles, administrative roles, and management roles.

UTAS Medical students third year students and a few final year students rotate through our consulting rooms and are given an insight into examination of the eye as a doctor.

Jane Haybittel