

Ready Reckoner Guide to locum agency bookings and policy compliance requirements

Locum shift booked	For work	Applicability of policy
Prior to 13 Oct 08	During 14 Oct 08 – 30 Jun 09	<ul style="list-style-type: none"> ▪ All bookings will be honoured ▪ Agency does not have to be on Department register ▪ Self assessment not required ▪ Third party audit not required
Prior to 13 Oct 08	During 1 Jul 09 – 17 Aug 09	<ul style="list-style-type: none"> ▪ Agency will need to be on Department register ▪ Self assessment will be required
Prior to 13 Oct 08	After 18 Aug 09	<ul style="list-style-type: none"> ▪ Agency will need to be on Department register ▪ Third party audit will be required
During 14 Oct 08 – 17 Aug 09	During 14 Oct 08 – 17 Aug 09	<ul style="list-style-type: none"> ▪ Agency will need to be on Department register ▪ Self assessment will be required
During 14 Oct 08 – 17 Aug 09	After 18 Aug 09	<ul style="list-style-type: none"> ▪ Agency will need to be on Department register ▪ Self assessment or Third party audit will be required
After 18 Aug 09	After 18 Aug 09	<ul style="list-style-type: none"> ▪ Agency will need to be on Department register ▪ Third party audit will be required
Prior to the 17 August 09	18 Aug 09 to 12 October 09	<ul style="list-style-type: none"> • Agency will need to be on the NSW Health Register of Medical Locum Agencies • Self Assessment or Third Party Audit Lodged with NSW Health
During 18 Aug 09 – 12 October 09	18 Aug 09 to 12 Oct 09	<ul style="list-style-type: none"> • Agency will need to be on the NSW Health Register of Medical Locum Agencies • Third Party Audit Lodged with NSW Health
Before 12 Oct 09	Between 12 Oct 09 and 12 Dec 09	<ul style="list-style-type: none"> • Agency will need to be on the NSW Health Register of Medical Locum Agencies • Third Party audit Lodged with NSW Health • Provisional compliance will be required
After 12 Oct 09	After 12 Oct 09	<ul style="list-style-type: none"> • Agency will need to be on the NSW Health Register of Medical Locum Agencies • Third Party audit Lodged with NSW Health • Full compliance will be required