

Form 2: NSW Health AOD Treatment Service Declaration for Services certified with Level 2 standards

For AOD treatment services that hold accreditation to a level two standard (as per Accreditation Requirements for NSW Health-Funded AOD Treatment Services).

Level two standards have been assessed by NSW Health as requiring additional documentation to meet the minimum quality standards outlines in the National Quality Framework for AOD treatment services (NQF). The purpose of this declaration is to confirm that the applicant AOD service operates under governance, policies and procedures that are compliant with the National Quality Framework and meet the minimum quality standards outline therein.

Service details

Service Legal Name		Trading Name (if different)	
Primary Site Address		ABN	
Contact Person / Role		Email / Phone	
Current Accreditation Standard		Certification Body / Version	

Declaration of service compliance with NQF

- Organisational Governance** – Documented governance framework with defined roles and responsibilities, risk and issues management, cultural competency measures, and transparent reporting of safety and quality performance.
- Clinical Governance** – Clinical governance system aligned to evidence-based practice, including processes for service development and review, risk management with escalation, incident reporting and open disclosure, and adherence to AOD clinical guidelines.
- Planning & Engagement** – Systems for timely screening and assessment, person-centred planning supporting client choice, monitoring AOD trends, community engagement, and adaptation of treatment environments for cultural responsiveness.
- Collaboration & Partnerships** – Integrated care arrangements with health and social services, case management addressing co-occurring needs, and documented referral pathways to ensure continuity of care.
- Workforce, Development & Clinical Practice** – Recruitment ensuring qualified staff, access to clinical guidelines, ongoing professional development and supervision, and policies upholding professional codes of practice.
- Information Systems** – Secure systems with access to policies and procedures, data capture for treatment and operations, data analysis to inform decision-making and improvement, and privacy and compliance controls.
- Compliance** – Identification and monitoring of legislative, regulatory and contractual obligations, systems for audits and corrective actions, ethical risk management, and verification of staff professional registrations.

- Continuous Improvement** – Embedded quality improvement strategy, routine reviews and audits, mechanisms for client feedback, and documentation of actions in response to feedback, and governance reporting.
- Health & Safety** – Systems to monitor physical, psychological and cultural safety for staff, volunteers and clients, risk assessment and mitigation, safe and culturally secure environments, and defined emergency preparedness responsibilities.

By ticking each domain, the AOD treatment service declares that it is operating in compliance with the minimum standards set out in the National Quality Framework. Documentation evidencing alignment will be made available to NSW Health upon request.

Declaration

I declare that the information provided is true and correct, and our service operates in accordance with the National Quality Framework Guiding Principles for Alcohol and Other Drug (AOD) treatment services.

Authorised Representative Signature	Print Name & Role
Date	NSW Health Use Only: Received by / Date

Privacy and use: Information collected in this declaration will be used by NSW Health to determine eligibility for funding. False or misleading declarations may result in withdrawal or recovery of funding.