# COMPLIANCE CHECKLIST AND GLOSSARY

# COMPLIANCE CHECKLIST

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# GLOSSARY

## Activity Based Funding

Activity Based Funding (ABF) is a management tool which helps plan and assess performance and clinical needs as part of the new approach to the funding, purchasing and performance of health services in NSW. ABF helps make public health funding more effective because health service management can allocate their share of available State and Commonwealth funding based on real levels of patient care. The ABF tool allows public health planners, administrators, consumers and clinicians to see how and where taxpayer funding is being allocated.

## Bed days

The total number of bed days of all admitted patients accommodated during the reporting period. It is taken from the count of the number of inpatients at midnight (approximately) each day. Details for Same Day patients are also recorded as Occupied Bed Days where one Occupied Bed Day is counted for each Same Day patient.

## Bed occupancy rate

The percentage of available beds, which have been occupied over the year. It is a measure of the intensity of the use of hospital resources by inpatients.

## Clinical governance

A term to describe a systematic approach to maintaining and improving the quality of patient care within a health system.

## Comorbidity

The presence of one or more disorders (or diseases) in addition to a primary disease or disorder.

## eMR – Electronic Medical Record

An online record which tracks and details a patient's care during the time spent in hospital. It is a single database where patient details are entered once and then become accessible to all treating clinicians, with authorised access, anywhere in the hospital.

## Enrolled nurses

An enrolled nurse is an associate to the registered nurse who demonstrates competence in the provision of patient-centred care as specified by the registering authority's licence to practise, educational preparation and context of care.

## Healthcare associated infections

An infection a patient acquires while in a healthcare setting receiving treatment for other conditions.

## Medical Assessment Unit

A designated hospital ward specifically staffed and designed to receive medical inpatients for assessment, care and treatment for a designated period. Patients can be referred directly to the MAU by-passing the emergency department.

## Non-specialist doctors

A doctor without postgraduate medical qualifications who receives a government salary for the delivery of non-specialist healthcare services in a public hospital to public patients.

## Nurse Practitioner

A registered nurse educated and authorised to function autonomously and collaboratively in an advanced and extended clinical role. The role includes assessment and management of clients using nursing knowledge and skills and may include but is not limited to, the direct referral of patients to other health care professionals, prescribing medications and ordering diagnostic investigations.

## Triage

An essential function of emergency departments where many patients may present at the same time. Triage aims to ensure that patients are treated in order of their clinical priority and that their treatment is timely.