**Affix your organisational logo or letter head here**

| This attestation statement is made by |  |
| --- | --- |
|  | *Name of office holder/member of Governing Body* |
| Holding the position/office on the Governing Body |  |
|  | *Title of officeholder/member of Governing Body* |
| For and on behalf of the governing body titled |  |
|  | *Governing body’s title (the Governing Body)* |
|  |  |
|  | *Health service organisation name (the Organisation)* |

1. The Governing Body has fully complied with, and acquitted, any Actions in the National Safety and Quality Health Service (NSQHS) Standards, or parts thereof, relating to the responsibilities of governing bodies generally for Governance, Leadership and Culture.
2. The Governing Body has fully complied with, and acquitted, any Actions in the National Clinical Trials Governance Framework, or parts thereof, relating to the responsibilities of governing bodies generally for Governance, Leadership and Culture

1. In particular, I attest that during the past 12 months the Governing Body:
2. has provided leadership to develop a culture of safety and quality improvement within the Organisation, and has satisfied itself that such a culture exists within the Organisation
3. has provided leadership to ensure partnering by the Organisation with patients, carers and consumers
4. has set priorities and strategic directions for safe and high-quality clinical care, and ensured that these are communicated effectively to the Organisation’s workforce and the community
5. has endorsed the Organisation’s current clinical governance framework
6. has endorsed the Organisation’s current clinical trials governance framework
7. has ensured that roles and responsibilities for safety and quality in health care provided for and on behalf of the Organisation, or within its facilities and/or services, are clearly defined for the Governing Body and workforce, including management and clinicians
8. has monitored the action taken as a result of analyses of clinical incidents occurring within the Organisation’s facilities and/or services, including clinical trial services.
9. has routinely and regularly reviewed reports relating to, and monitored the Organisation’s progress on, safety and quality performance in health care.
10. The Governing Body has, ensured that the Organisation’s safety and quality priorities address the specific health needs of Aboriginal and Torres Strait Islander peoples.
11. I have the full authority of the Governing Body to make this statement.
12. All other members of the Governing Body support the making of this attestation statement on its behalf *(delete if there is only one member/director of the governing body)*.

I understand and acknowledge, for and on behalf of the Governing Body, that:

* submission of this attestation statement is a pre-requisite to accreditation of the Organisation using NSQHS Standards under the Scheme
* specific Actions in the NSQHS Standards concerning Governance, Leadership and Culture will be further reviewed at any onsite accreditation visit/s
* submission of this attestation statement is a pre-requisite to accreditation of the Organisation using the National Clinical Trials Governance Framework under the Scheme
* specific Actions in the National Clinical Trials Governance Framework concerning Governance, Leadership and Culture will be further reviewed at any onsite accreditation visit/s.

| Signed |  |
| --- | --- |
| Position |  |
| Date |  |

Counter signed by the Health Service Organisation’s Chief Executive Officer (however titled)

| Signed |  |
| --- | --- |
| Position |  |
| Name |  |
| Date |  |

Schedule of health service organisations covered by this attestation statement

| Name of health service organisation | Address |
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**Template with instructions: Governing Body’s Attestation Statement under the AHSSQA Scheme**

| This attestation statement is made by |  |
| --- | --- |
|  | *Name of office holder/member of Governing Body* |
| Holding the position/office on the Governing Body |  |
|  | *Title of officeholder/member of Governing Body* |
| For and on behalf of the governing body titled |  |
|  | *Governing body’s title (the Governing Body)* |
|  |  |
|  | *Health service organisation name (the Organisation)**Note: Where a governing body is responsible for more than one health service organisation, a schedule of all organisations to be covered by this attestation statement may be attached and this section annotated:* ***“See Schedule attached”****.* |

1. The Governing Body has fully complied with, and acquitted, any Actions in the National Safety and Quality Health Service (NSQHS) Standards, or parts thereof, relating to the responsibilities of governing bodies generally for Governance, Leadership and Culture.
2. The Governing Body has fully complied with, and acquitted, any Actions in the National Clinical Trials Governance Framework, or parts thereof, relating to the responsibilities of governing bodies generally for Governance, Leadership and Culture

*Note: Point 2 refers to health service organisations providing clinical trial services. Where the service does not conduct clinical trials, point 2 above can be crossed out and initialled by the office holder who signs this attestation statement.*

1. In particular, I attest that during the past 12 months the Governing Body:
2. has provided leadership to develop a culture of safety and quality improvement within the Organisation, and has satisfied itself that such a culture exists within the Organisation
3. has provided leadership to ensure partnering by the Organisation with patients, carers and consumers
4. has set priorities and strategic directions for safe and high-quality clinical care, and ensured that these are communicated effectively to the Organisation’s workforce and the community
5. has endorsed the Organisation’s current clinical governance framework
6. has endorsed the Organisation’s current National Clinical Trials Governance Framework

*Note: Point e refers to health service organisations providing clinical trial services. Where the service does not conduct clinical trials, point e above can be crossed out and initialled by the office holder who signs this attestation statement.*

1. has ensured that roles and responsibilities for safety and quality in health care provided for and on behalf of the Organisation, or within its facilities and/or services, are clearly defined for the Governing Body and workforce, including management and clinicians
2. has monitored the action taken as a result of analyses of clinical incidents occurring within the Organisation’s facilities and/or services, including clinical trial services
3. has routinely and regularly reviewed reports relating to, and monitored the Organisation’s progress on, safety and quality performance in health care.
4. The Governing Body has, ensured that the Organisation’s safety and quality priorities address the specific health needs of Aboriginal and Torres Strait Islander peoples.

*Note: Some organisations can apply for Action 1.02 to be considered not applicable, see Advisory AS18/01. Where not applicable status is granted for Action 1.02, point 4 above can be crossed through and initialled by the office holder who signs this attestation statement.*

1. I have the full authority of the Governing Body to make this statement.
2. All other members of the Governing Body support the making of this attestation statement on its behalf.

*Note: Where there is only one member / director of the governing body. Point 6 above can be crossed through and initialled by the office holder who signs this attestation statement.*

I understand and acknowledge, for and on behalf of the Governing Body, that:

* submission of this attestation statement is a pre-requisite to accreditation of the Organisation using NSQHS Standards under the Scheme
* specific Actions in the NSQHS Standards concerning Governance, Leadership and Culture will be further reviewed at any onsite accreditation visit/s.
* submission of this attestation statement is a pre-requisite to accreditation of the Organisation using the National Clinical Trials Governance Framework under the Scheme
* specific Actions in the National Clinical Trials Governance Framework concerning Governance, Leadership and Culture will be further reviewed at any onsite accreditation visit/s.

*Note: Dot Point 3 and 4 refer to health service organisations providing clinical trial services. Where the service does not conduct clinical trials, dot point 3 and 4 above can be crossed out and initialled by the office holder who signs this attestation statement.*

| Signed |  |
| --- | --- |
| Position |  |
| Date |  |

Counter signed by the Health Service Organisation’s Chief Executive Officer (however titled)

*Note: The signature can be a group Chief Executive Officer (CEO) or facility CEO. This should be specified under ‘Position title.’ Obtaining a CEO signature may not always be feasible so an alternative officer may be nominated by the Governing Body and their position title specified in the signature block.*

| Signed |  |
| --- | --- |
| Position |  |
| Name |  |
| Date |  |

Schedule of health service organisations covered by this attestation statement

| Name of health service organisation | Address |
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*Note: Add as many lines as necessary to cover all of the facilities covered by this attestation statement.*