

## BFHI Financial Agreement – Multi-Facility Assessment

*This form is to be used where more than one facility is to be assessed under the same agreement. See criteria and notes on Page 2.*

**Schedule of Fees FY 17-18**

Fee Band	Births per year	Assessors	Days Required	Full Fee (inc GST)	With 20% discount
Band 1	< 600	2	2	\$5,010	\$4,010
Band 2	600-1500	2	2	\$6,880	\$5,510
Band 3	1500-3000	3	2	\$9,380	\$7,510
Band 4	3000-4500	3	2	\$11,250	\$9,000
Band 5	>4500	4	2	\$11,950	\$9,560

*Fees are due in advance of assessment.*

*If additional days are required, each additional day will be charged at \$1000 per day including GST.*

*Largest facility to be assessed = Full cost. Subsequent facilities to be assessed = 20% discount.*

### Agreement

I, \_\_\_\_\_ (name) \_\_\_\_\_ (position),

on behalf of \_\_\_\_\_

\_\_\_\_\_ (facility name & address)

agree to pay a total of \$ \_\_\_\_\_ in assessment fees. This fee being for assessment of the

following facilities:

Hospital Name	Street Address	Births per year	Fee
			\$
			\$
			\$
			\$
<b>Total Fees</b>			\$

I understand that should the assessment be cancelled or postponed after the assessment dates have been confirmed by the Australian College of Midwives, an administrative fee of \$1000 may apply.

I understand that at assessment if a facility does not meet all of the *Ten Steps to Successful Breastfeeding* and a face-to-face partial re-assessment is required, this will incur an additional cost. Face-to-face partial re-assessments will be invoiced at 40% of the original assessment price.

Signed: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### **Multi-Facility Assessment**

A multi-facility assessment is designed for two or more facilities in an area under the same governance to be assessed together. It is primarily designed to provide financial advantage as there is a fee reduction for the second and subsequent facilities.

The facilities must meet the following criteria:

- All facilities follow the same policies for BFHI and clinical protocols that support those policies, and have the same staff education curriculum (education attendance records may be maintained separately).
- The BFHI Coordinators for each facility work closely together to manage the assessment, the ongoing maintenance of BFHI standards, and to address any recommendations resulting from assessment.

Assessments for all facilities are to occur consecutively. Two full days are required for each facility, and the number of births at each facility will determine the number of assessors required.

Other than interviews with key personnel common to all facilities e.g. Executive Officer, Director of Nursing/Midwifery, Purchasing Officer and review of common documents such as BFHI policies, protocols and education programs for staff, a full assessment as per BFHI guidelines will be completed at each facility.

All documentation to support BFHI accreditation e.g. policies etc. are to be available at each facility. The Assessors will review the common documentation at the first facility, but may need to refer to it at the other facilities. Materials relevant to specific facilities, including infant feeding data, must be available at the relevant facility.

An assessment scoring document will be completed for each facility. A conclusion session will be provided at each facility on completion of the assessment.

Each facility will receive an individual confidential assessment which will not be influenced by the results of the assessment in the other facilities. Each facility will receive an individual report, scoring booklet and accreditation certificate.