



*Planning and Funding*  
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2 June 2020

Ms Amy Van Wey Lovatt

Email: [fyi-request-12976-34cdd634@requests.fyi.org.nz](mailto:fyi-request-12976-34cdd634@requests.fyi.org.nz)

Dear Ms Van Wey Lovatt

**RE Official information request CDHB 10325 and WCDHB 9433**

We are writing to acknowledge your email dated 30 May 2020 requesting the following information under the Official Information Act from Canterbury DHB and West Coast DHB re publication of all DHB Policies, Protocols and Best Practice Documents. Specifically:

**Request 1:**

**Thus, I respectfully request that your DHB make ALL of your DHB policies, protocols and best practice documents publicly available.**

While on the face of it, my request may seem like a time consuming task; however, this should not be the case. Currently, DHB policies, protocols and best practice documents are held electronically and are available on your DHB intranet (employee access only), and in many cases, there are already hyper-links between policies, protocols and best practice documents. Thus, in order to change the setting to the policies, protocols and best practice documents from private (intranet and employee access only) to public ought to be accomplished by a click of a button (or, at most, a line or two of code). Upon completion, I respectfully request a response with the website address to the DHB policies.

**Request 2:**

**Is your DHB laboratory and radiology departments, or the agencies your DHB has contract out pathology and radiology services, IANZ accredited?**

**Request 3:**

**In the event that your DHB, or the agencies your DHB has contracted out pathology and radiology services, is IANZ accredited, I respectfully request ALL of the documentation submitted to IANZ for accreditation by your DHB (or contracted agencies) be made publicly available upon your DHB website (or as a link to your contracted agencies website). Again, while this may appear to be a daunting task on the face of it, this information ought to be in electronic form and have been collated prior to submission to IANZ. Thus, again, my request ought to be accomplished by a click of a button or at most, a few lines of code to link the website to the appropriate folder on your internal systems.**

We will consider your request against the provisions of the Official Information Act (see below) and advise you of our decision regarding the release of information within 20 working days (being the statutory timeframe provided within the Act.)

**15 Decisions on requests**

(1) Subject to this Act, the department or Minister of the Crown or organisation to whom a request is made in accordance with [section 12](#) or is transferred in accordance with [section 14](#) of this Act or [section 12](#) of the Local Government Official Information and Meetings Act 1987 shall, as soon as reasonably practicable, and in any case not later than 20 working days after the day on which the request is received by that department or Minister of the Crown or organisation,—

(1)(a) decide whether the request is to be granted and, if it is to be granted, in what manner and for what charge (if any); and

(1)(b) give or post to the person who made the request notice of the decision on the request

[If we are unable to make a decision on your request by the date noted above, we will notify you of an extension of that timeframe.]

Accordingly, and taking into account the public holiday for Queens Birthday weekend, we will notify you, no later than 30 June 2020, of our decision.

Your request is being handled by Kathleen Smitheram. If you have any queries, please feel free to contact either myself (details above) or Kathleen. ([Kathleen.smitheram@cdhb.health.nz](mailto:Kathleen.smitheram@cdhb.health.nz); Phone 364-4134). Please refer to the OIA number above when phoning or emailing.

If any additional factors come to light which are relevant to your request, please do not hesitate to contact us so that these can be taken into account.

Yours sincerely



Wayne Turp  
Project Specialist

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