**WA Aboriginal Environmental Health Program**

Six Monthly Service Update Report

# Guides for using this template

The report should be based on reporting against the Outputs detailed in Schedule 2 of your Service Agreement. Please send a copy of the completed report to the WA Aboriginal Environmental Health Program, Environmental Health Directorate by email (DoH.AboriginalEH@health.wa.gov.au) or by post (PO Box 8172, Perth Business Centre WA 6849).

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| **Name of organisation:** |  |
| **Report completed by:** |  |
| **Position:** |  |
| **Period covered by Service Update Report:** |   |
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| **Please provide an update on the Environmental Health staff levels.** |
| Number of full time staff: and / or part time: Number of staff that are ATSI: Number of staff trained to Certificate II level: Number of staff trained to Certificate III level: Number of staff trained higher than Certificate III or other: (Details: ). |
| **Please provide a six-month summary of Safe Bathroom Checks undertaken and the number of Clinical Referrals:** |
| Number of Safe Bathroom Checks undertaken: Number of Clinical Referrals Received: Number of Clinical Referrals Closed:  |

**Information about your organisation and service delivery**

**Please provide the following information as appropriate**

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| **1. Name the communities serviced by the environmental health program in this reporting period.** |
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| **2. What have been main highlights / achievements for your organisation in this reporting period?** |
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| **3. Please list and describe the best practice models and / or innovative practices that your organisation uses in providing its services.** |
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| **4. What are the key networks and partnerships that your organisation has developed with other service providers?** |
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| **5. Please list and describe what your organisation is doing to address the identified health priorities for people in the community, including any existing or proposed strategies used by your organisation.** |
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| **6. Please list and describe any service issues or concerns that your organisation would like to bring to the attention of the Environmental Health Directorate.** |
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| **7. Please list and describe any ‘needs’ or capacity ‘issues’ that your organisation has.** |
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| **8. Please list and describe any health issues or trends that you would like to bring to the attention of the Environmental Health Directorate.** |
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| **9. Does your organisation have any other comments it would like to make?** |
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**This document can be made available in alternative formats on request for a person with a disability.**

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