

Section 4 – Selection Process & Criteria

4.1 Selection Process

The assessment process will be completed by a Selection Panel using the full selection criteria identified in 4.2 Selection Criteria. The Selection Panel will make recommendations on preferred providers to the GCPHN Chief Executive Officer, who will make the final decision.

Members of the Selection Panel will be required read and understand the GCPHN Conflict of Interest Procedure ([Click here for access](#)) and disclose any actual, potential, perceived (pecuniary or non-pecuniary) conflict of interest. If a conflict of interest is identified the member will complete, sign and submit a Conflict-of-Interest Form to disclose all the information relating to the conflict and set out the steps the member proposes to take to resolve, or otherwise deal with the conflict. Members will also sign a Confidentiality Agreement.

4.2 Selection Criteria

The Selection Panel will accept only complete responses, submitted on the Response Form at (Appendix 2), which will be assessed against the following criteria.

SELECTION CRITERIA	WEIGHTING %
<p>Organisational Capability</p> <ul style="list-style-type: none"> • Demonstrated experience and clinical expertise in working in chronic and complex wound care and within residential aged care facilities. • Demonstrated experience and examples in implementing new services within short timelines. • Outline your establishment and implementation plan including key deliverables and timelines. 	<p>30%</p>
<p>Innovative Service Delivery Model</p> <p>Outline your service delivery model which is evidence-based and appropriate to deliver specialist wound services for residents in residential aged care. Your model should:</p> <ul style="list-style-type: none"> • Demonstrate ability to engage consumers, carers and family in the planning and delivery of services and outcomes that matter to consumers. • Outline your service delivery model for the following components detailing your experience in providing the various aspects of the Service and your proposed evidence - based approaches that will be implemented within this service. <ul style="list-style-type: none"> ○ Service Information and Referral Pathways ○ Intake and Triage ○ Specialist Wound Management Services ○ Strengthening multidisciplinary team working • Outline your staffing profile, including level of competency, experience, and expertise of staff in wound management • Demonstrate capacity to support mentoring and coaching for wound care • Demonstrate capacity to operationalise a multidisciplinary approach to ensure coordinated and integrated care 	<p>50%</p>

<ul style="list-style-type: none"> • Demonstrate strategies to manage the timely response to referral and demand management to ensure equitable and prompt access for residents • Demonstrated experience and evidence in meeting reporting of Key deliverables including capability to collect, manage and report client outcome data • Demonstrated ability to effectively manage complex partnerships • Demonstrated experience engaging/working with the broader health care system to deliver outcomes that matter to consumers and support sustainable service reform. 	
<p>Value for money</p> <ul style="list-style-type: none"> • Demonstrate value for money by estimating the number of resident’s and occasions of service to be delivered • Demonstrate costing and pricing methodology for the Service, including line-item budgets. • Demonstrate how the model will contribute to the sustainability of wound management skills across RACF and GP services once the Service concludes. 	20%

Score Rating

The following score rating will be used during the assessment of responses by the Selection Panel:

Score	Description	Full Description
5	Superior	Full achievement of the requirements specified in the RFP for that criterion. Demonstrated strengths, few errors, weaknesses or omissions.
4	Good	Good achievement of the requirements specified in the RFP for that criterion. Some errors, risks, weaknesses or omissions, which can be corrected/overcome with minimum effort.
3	Adequate	Satisfactory achievement of the requirements specified in the RFP for that criterion. Some errors, risks, weaknesses or omissions, which are possible to correct/overcome and make acceptable.
2	Poor to inadequate	No to minimal achievement of the requirements specified in the RFP for that criterion.
1	Not addressed/ Unacceptable	Totally deficient and non-compliant for that criterion.

4.3 Next stage of the RFP process

After evaluating all responses, GCPHN may without limiting other options available to it, do any of the following:

- prepare a short list of bidders
- conduct a subsequent procurement process calling for the goods and/or services or any similar related goods and/or services
- enter into pre-contractual negotiations with one or more bidder
- decide not to proceed further with the RFP process or any other procurement process for the goods and/or services; or

- commence a new process for calling for bidder responses on a similar or different basis to that outlined in the original invitation.

Following the above assessment process the successful bidders will be notified and service agreement negotiations will commence.