

Issue description							Risk analysis and impact	Action		
Issue ID	Date Received	Raised By	JKWC Level	JKWC Area	JKWC Room no	Description	Status	Issue owner	Actions/Comments	Close Date
6	2/4/19	Susan Grioli	1	foyer near lifts		water leaking	Closed	Lendlease		4/04/2019
43	5/4/19	Mel Shackell	1		1.33	Room is signed as procedure room but interview room	Closed		Duplicate issue	
63	7/4/19	Kylie Roper	1		1.33	Incorrect signage. Room states procedure room and should be	Closed		This has been corrected.	18/04/2019
143	15/4/19	Kylie Roper	1	1	Clinic B 1.45 - 1.48	The debug sanitiser canisters are mounted above the computers. This would be a hazard to have a liquid this close to the PC's plus it would be an OH&S issue for reaching over the PC's to get to the debug	Closed	Richard Bartolo	Additional debug to be placed in more appropriate location	
144	15/4/19	Kylie Roper	1	1	Clinic A	Signage in hallways leading to the sub waiting areas in clinic A should reflect the names of the sub waiting areas for ease of way finding. When a patient checks into clinics via enlighten they could be asked to sit in sub waiting area 1A or 1B. Can signage please be updated to reflect this? This refers to the signage on the hallway hanging from the ceiling as well as the signage in the main reception area.	Closed	Sue Valentine	New signage has been requested	23/05/2019
211	23/4/19	Kylie Roper	1	1	Womans clinic	Curtain rail needs to be replaced as the current location is not	Closed	Andrew McGavin	Walk through with Glynn. Strategy in place to	
225	23/4/19	Kylie Roper	1	1	FFE Women's Clinic	Clinic A main reception has 4 computers/work stations and requires 4 under desk pedestals - currently there is only 3.	Closed	Lendlease	Additional pedestals ordered - due late June	
265	24/4/19	Angus Campbell	1		Clinic A 1.28/1.29,	Missing 'key' for divider (or handle) that allows the dividers to be moved into place and opened/closed for sound proofing	Closed	Lendlease	Handles located	
273	25/4/19	Kylie Roper	1		Clinic C 10x ultrasound	The light/dimmer switches in each of the rooms are located behind the PC's and would require the sonographers to reach	Closed	Matt Perry	Lightswitch placement can't be changed. OHS to provide advice to clinicians re. how to manage this.	
330	29/4/19	Joanne Said	1	1	1.66	Interview room has clear glass door. Room will be used for genetic counselling or as a bereavement room for breaking	Closed	Lendlease	Closed duplicate issue	
331	2/4/19	Susan Grioli	1		Ground	cupboard key 003 not opening fire panel door ground floor	Closed	Lendlease		
337	30-Apr	Angus Campbell	1		1.41/1.43	Television is too close to Swiss/Gym ball holders in antenatal education room. Once balls placed in there holders balls press	Closed	Angus Campbell	Gus to speak to Sue V	
364	2-May	Sarah ross	1	clinic c	Ultrasound rooms	Additional block out required to cover doors in Clinic C to ensure rooms can be completely dimmed.	Closed	Sue Valentine	Blackout coverings to be installed.	
365	2-May	Sarah ross	1	Ultrasound		New ultrasound machines not yet ordered.	Closed	Sue Valentine	Confirmed that order has been done	
374	2-May	Sarah ross	1	clinic A	immunisation room	Computer not set up and specific immunisation clinic programs not installed	Closed	Frank Beradi	All programs in place when tested by the immunisation nurse	
375	2-May	Sarah ross	1	clinic A	immunisation	No Fridge in Immunisation Room	Closed	Mel Shackell	Relocating from existing clinic space.	6/05/2019
376	2-May	Sarah ross	1	clinic c	sub waits	Uncertainty about who will use these and when	Closed	Erin Casey	These will be used for patients attending appointments within Clinic C	6/05/2019
377	2-May	Sarah ross	1	clinic A /	immunisation	no signage to direct pts to immunisation clinic	Closed	Erin Casey	There is signage in place to direct patient to the relevant room number	
398	3-May	Sarah ross	1	clinics		Process for submitting patient collected samples (eg GBS swabs, MSU) - Staff not clear where to direct patient to leave these samples.	Closed	Erin Casey	Samples can be dropped back to maternity hub by staff or to reception by patients	6/05/2019

399	3-May	Sarah ross	1	clinics		Provision of patient bradma labels in clinic - New process being established which involves bradmas for all patients in clinicians room at once – this was previously identified as a clinical risk (placing incorrect bradma on documents). Staff not clear on exactly how process will work.	Closed	Erin Casey	Unavoidable due to clinic layout. Second drawer of under desk pedestal will contain a tray to store these documents in. Education underway with frontline staff to communicate changes.	
400	3-May	Sarah ross	1	clinics		QMS - Staff don't have log ins / passwords for Enlighten Staff not familiar with how to access or use Enlighten on computers	Closed	Erin Casey	QRG available on the live site. Education underway with staff and support will be provided to ensure staff are set up on the day.	6/05/2019
401	4-May	Jennifer Patterson	1	clean utility / drug room		Need to relocate the Clinel Wipe holder as shelving covers the holder Please locate near sink on wall with door	Closed	angela Cannizzaro	on minor works list - completed	
402	4-May	Jennifer Patterson	1	MFM and intergrated ultrasound	1.66	Needs Decal on door of interview room - not private especially when families have recieved upsetting news etc	Closed	Lendlease	Wrong decal used. Lendlease to rectify	23/05/2019
413	4-May	Jennifer Patterson	1	MFM / intergrated ultrasound	1.66	Needs Decal on door of interview room - not private especially when families have recieved upsetting news etc	Closed	Lendlease	To be actioned	
437	7-May	Joanne said	1	All untrasound rooms		The light switch dimmers in the ultrasound rooms do not allow the lights to be dimmed sufficiently to perform ultrasound. Turning the lights off makes the rooms too dark. Dimmer switches require adjustment to allow them to dim more	Pending	Sue Valentine	To review function post occupancy	
438	7-May	Joanne said	1	clinic C Ultrasound rooms		The suction cannisters have been placed very low on the wall (close to the ground) in a location that will be behind the ultrasound machine. ?Functionality in this location. Possibility that cannisters will be damaged if ultrasound machines are pushed into the wall	Pending	Jenny Patterson	Review post occupancy	
444	7-May	Danielle Mier	1	Womens clinic B		During my walk through on level 1. The fire safety door next to the women's clinic B nursing station top magnet is loosed and the magnetic system is held by the minor exposed wires.	Closed	Lendlease		
476	7-May	Kylie roper	1	clinic c / MFM Work room		Where the anchor point for the blind cord has been screwed into the wall, it has damaged the wall and cracked the paint.	Open	Lendlease		
516	8-May	Kylie Roper	1	Clinic A	1.28 1.32	These rooms require the Ecolab dispensers please	Closed	Richard Bartolo	Installed	30/05/2019
517	8-May	Kylie Roper	1	Clinic A Booking office		The booking office was used to store phones and other equipment, when Level 1's major clean occurred this room still had stock and was not cleaned and requires a lot of dusting in the pigeon holes and the carpet needs a good clean too.	Closed	Marie Brennan		
534	9-May	Jennifer Patterson	1	MUM office	W1NUM	Unable to close door from outside - latch mechanism needs adjustment	Closed	Lendlease		
535	9-May	Jennifer Patterson	1	Treatment, colonoscopy and urodynamics rooms	102 103 104 135	No stirrups or gynae stools for the Nina gynae couches - discussed with Rutna, awaiting response	Closed	Rutna Djeng	Delivered as ordered	

536	9-May	Jennifer Patterson	1	All doors with side panel	1W.ST1, 1W.ST2, IMF.ST,	Unable to engage lock at bottom as hole not drilled	Closed	Lendlease	Completed	
546	10-May	Kylie Roper	1	Clinic A	1.21	Curtain rail needs to be replaced as the current location is not appropriate for workflows. The anchor point close to the door can remain however the lower anchor point needs to be	Closed	Lendlease	Lendlease to complete 23/5/19	23/05/2019
553	10-May	Phuong Nguyen	1	Clinic A & C	Clean utility/med room	There is still no locks on the medication cabinets, we are unable to stock the medications in these room	Closed			
564	11-May	Kylie Roper	1	Clinic A	1.32	The hooks for the emergency POC pack in 1.32 need to be moved. When the pack is on the wall it covers the emergency button	Closed	Angela Cannizzaro		
591	13-May	Kylie roper	1	1	1.42 1.45	No bracket for gloves on the walls	Closed	Angela Cannizzaro	Actioned	16-May
595	13-May	Kylie Roper	1	1	1.31	No hand sanitiser dispensers in these rooms	Closed	Angela Cannizzaro		
596	13-May	Kylie Roper	1	1	1.32	No hand sanitiser dispensers in these rooms	Closed	Angela Cannizzaro		
597	13-May	Kylie Roper	1	1	1.29	No hand sanitiser dispensers in these rooms	Closed	Angela Cannizzaro		
598	13-May	Kylie Roper	1	1	1.3	No hand sanitiser dispensers in these rooms	Closed	Angela Cannizzaro		
599	13-May	Kylie Roper	1	1	clinic A - Height and weight bay	Need wall mounted brackets for gloves	Closed	Angela Cannizzaro	Actioned	16/05/2019
600	13-May	Kylie roper	1	1	1.3	Desk handle is broken, missing key to lock bifold doors	Open	Rutna Djeng	Keys distributed by Gus Campbell. Desk handle to be addressed by Lendlease	
601	13-May	Kylie roper	1	1	diabetes education	Missing 16 stakable chairs and semi circle desks	Closed	Rutna Djeng	Not on drawings. If more required will need to be a WH ordered	
602	13-May	Kylie roper	1	1	1.56	Stool wheel has broken off	Closed	Rutna Djeng		
603	13-May	Kylie roper	1	1	1.67	These are double doors and require door stops	Closed	Lendlease	Awaiting company to install	
604	13-May	Kylie roper	1	1	1.7	These are double doors and require door stops	Closed	Lendlease	Awaiting company to install	
605	13-May	Kylie roper	1	1	1.5	These are double doors and require door stops	Closed	Lendlease	Awaiting company to install	
606	13-May	Kylie Roper	1	Clinic C	Medication room	Swipe on medication room does not always release. Takes 3-4 goes to get the door open	Closed	Lendlease		
607	13-May	Kylie roper	1			Clinic c 3 radiologist chairs missing	Closed	Rutna Djeng		
610	14-May	Kylie roper	1	Clinic C	1E.CU	Clean utility & Medication room fridge has had a lock installed on it, However the alignment is out and requires adjustment to be able to lock the fridge.	Closed	Lendlease		
618	14-May	Chennelle Mendoza	1	1	Physiotherapy work room	The storage trolley unit does not have a break to lock in place. Can you please advice and provide a wedge to lock the wheels or change a wheel to have a lock? Any guidance would be greatly appreciated. Thanks in advance	Open	Angela Cannizzaro	RO214115. this has been allocated to a fitter to action and will be done asap via BEIMS	
620	14-May	Jennifer Hicks	1	womens clinic C	1.63	Sensor tap in this room is not functioning.	Closed	Lendlease		

633	15-May	Kylie roper	1	clinic C	1.52	Exam couch in consult room 1.52 is missing the bracket for the paper roll.	Closed	Rutna djeng	Additional bracket now in place	6/06/2019
663	17-May	Kylie roper	1	Clinic A	1.02	Tap in urodynamics procedure room doesn't work. No light on at all	Closed	Lendlease		
665	17-May	Kylie Roper	1	sonographers Room	clinic C	Mechanical Hi low standing desk in the sonographers office behind reception c will go down but will not go up.	Closed	Rutna Djeng	the table needs to be reset – hold the down button until it goes all the way down (it will be very low) and then it will reset itself (go up and be functional),	
707	17-May	Su Lynn Khong	1		1.52	tap turning on by itself	Closed	Jon Patten	Some taps programmed to flush when inactive for example in unoccupied room. Other sensor tap issues resolved	
765	20-May	Samantha Francis	1	1	1.5	womens clinic B Procedure room, for patient privacy, a second curtain between procedure/ultrasound bed and sonographer's desk. The patient does not have anywhere to change privately, and is not appropriate to change near two opening doors or transfer through the public hallway to the patient toilet to dress either before or after a procedure/ultrasound.	Pending	Chris Neumann		
766	20-May	Samantha Francis	1	1	1.5	Water in sink does not stay on, unless you keep one hand in front of the sensor at all times.	Closed	Lendlease	BEIMS rasied for lendlease to address - faulty tap. RO214050	
767	20-May	Samantha Francis	1	1	1.47	Water in sink randomly turns on, often without anyone in the room. Currently has tape over sensor (was like that before we moved in) however still turns on at random times.	Closed	Jon patten	Some taps programmed to flush when inactive for example in unoccupied room. Other sensor tap issues resolved	
769	20-May	Kylie charles	1	1	Drug room	Drug Cupboard is not seccuring	Closed	Lendlease	Modification to lock position to be addressed 21/5	
770	20-May	Kylie charles	1	1	1B room 10	please attach key safe to wall behind door next to whitboard -	Closed	Angela Cannizzaro		
795	21-May	Nicole McDonald	1		1.63	please install transducer racks onto wall in rooms (one per room) so that we can safely store our transducers. the transducer racks have been supplied by the ultrasound vendors with the new systems. they are in the rooms ready to go, they just need to be screwed into the wall in the appropriate position.	Closed	Angela Cannizzaro		
796	21-May	Nicole McDonald	1		1.67	please install transducer racks onto wall in rooms (one per room) so that we can safely store our transducers. the transducer racks have been supplied by the ultrasound vendors with the new systems. they are in the rooms ready to go, they just need to be screwed into the wall in the appropriate position.	Closed	Angela Cannizzaro		
797	21-May	Nicole McDonald	1		1.68	please install transducer racks onto wall in rooms (one per room) so that we can safely store our transducers. the transducer racks have been supplied by the ultrasound vendors with the new systems. they are in the rooms ready to go, they just need to be screwed into the wall in the appropriate position.	Closed	Angela Cannizzaro	Completed 22/5/19	

798	21-May	Nicole McDonald	1		1.69	please install transducer racks onto wall in rooms (one per room) so that we can safely store our transducers. the transducer racks have been supplied by the ultrasound vendors with the new systems. they are in the rooms ready to go, they just need to be screwed into the wall in the appropriate position.	Closed	Angela Cannizzaro		
808	21-May	Jennifer Patterson	1	1	sub wait A&B	No hand sanitizer in either space or at the weigh bays - noted by infection control	Closed	Richard bartolo	Installed.	
808	21-May	Jennifer Patterson	1	1	sub wait A&B	No hand sanitizer in either space or at the weigh bays - noted by infection control	Closed	Angela Cannizzaro	Completed	
809	21-May	Jennifer Patterson	1	1	clinic A	Lights automatically turned off at 2030 hrs clinic still operating - please adjust timing (Unable to locate main switch to turn back on)	Closed	Jon patten	Awaiting Stowe to action. Will change programming	
814	22-May	Phuong Nguyen	1	1	clinic A	Medication fridge does not appear to have self closing mechanism on the fridge door--is the self closing mechanism not included in the Nuline fridge range? or is it due to the balance /position of the fridge? please assess The lack of self closing mechanism from the fridge door increases the risk of the fridge to be alarmed, this will have an impact on the medications stored in these fridges NB: all medication fridges (except the double door fridges in birthing and NICU medication room) do not have self closing mechanism.	Open	Lendlease	Nuline to review	
815	22-May	Phuong Nguyen	1	1	Clinic C	Medication fridge does not appear to have self closing mechanism on the fridge door--is the self closing mechanism not included in the Nuline fridge range? or is it due to the balance /position of the fridge? please assess The lack of self closing mechanism from the fridge door increases the risk of the fridge to be alarmed, this will have an impact on the medications stored in these fridges NB: all medication fridges (except the double door fridges in birthing and NICU medication room) do not have self closing mechanism.	Open	Lendlease	Nuline to review	
823	22-May	Lauren deluca	1	1	womens clinic	Not enough sharps containers in clinic. All rooms need a sharps bin given that Anti-D can be given by any clinician and diabetic women often want to empty their containers.	Open	Marie Brennan		

824	22-May	Lauren deluca	1	1		There is a faulty lock on the staff toilet located next to the staff lounge. It is the first toilet on the right as you enter through the door.	Closed	Lendlease	Fixed	
828	22-May	summa grogan	1	1	1.43	Education room, leak coming through ceiling? Aircon.	Closed			
829	22-May	Nicole Mcdonald	1		1.63	The patients and sonographers are complaining that these rooms are running too hot. Can we please have the temperature control made a little cooler in these rooms please	Closed	jon Patten		
830	22-May	Nicole Mcdonald	1		1.67	The patients and sonographers are complaining that these rooms are running too hot. Can we please have the temperature control made a little cooler in these rooms please	Closed	jon Patten		
831	22-May	Nicole Mcdonald	1		1.68	The patients and sonographers are complaining that these rooms are running too hot. Can we please have the temperature control made a little cooler in these rooms please	Closed	jon Patten		
832	22-May	Nicole Mcdonald	1		1.69	The patients and sonographers are complaining that these rooms are running too hot. Can we please have the temperature control made a little cooler in these rooms please	Closed	jon Patten		
865	23-May	Summa Grogan	1	A	1.42	Hand sanitizer has fallen off wall	Closed	Angela Cannizzaro		30/05/2019
890	23-May	Si Khong	1	1	1.58	Missing HDMI cable from ultrasound machine to wall. Ultrasound images not appearing on TV monitor	Closed	Dung Dang	HDMI cable not supplied. Can be ordered through FMIS. Jenny Patterson actioning	
893	24-May	Kellie Core	1	1	clinic C reception	Air con at reception desk needs to be turned down - too cold for staff.	Closed	Jon Patten	Vent above desk. Wider area is OK	
894	24-May	Kellie Core	1	1	1.43	Education room requires decal on the windows. Space is used for education classes including breastfeeding support, preparation for labor and Insulin support - room is in an open corridor which doesn't provide privacy for patients. Needs to be actioned as a matter of urgency as classes are booked every day.	Open	Angela Cannizzaro	For WH to consider. WH engineering have details of decal company and are getting quote	
895	24-May	Kellie Core	1	1	1.44	Education room requires decal on the windows. Space is used for education classes including breastfeeding support, preparation for labor and Insulin support - room is in an open corridor which doesn't provide privacy for patients. Needs to be actioned as a matter of urgency as classes are booked every day.	Open	Angela Cannizzaro	For WH to consider. WH engineering have details of decal company and are getting quote	

915	24-May	Judy Carlon	1	1	Maternity A outpatients	This Immunisation room is swipe access room as contains a vaccine fridge and therefore requires limited access by staff. Today the room was open on arrival as cleaners had been in it. Cleaners should not have access to this room. The staff who should have access to this room are: Immunisation Nurses- Judy Carlon, Sharon Malone, Claire Sanguinetti, Leanne Hopper, Jenney Wong NUM's -Jenny Patterson, Clarissa Fleming Pharmacy staff Contact number is Ext 52168	Closed	Marie Brennan	This room doesn't meet the requirement for a restricted access room. The vaccine fridge is designed to be locked at all times, this immunisation/ consult room is a similar comparison to the clean utility rooms which have locked fridges and locked S4 meds safe and are general access to staff only. Marie Brennan will ensure cleaning staff lock the room after cleaning.	
929	27-May	Caitlin abbey	1	1	clinic A 1.31. 1	Require curtain divider between plinth and computer. Currently only fitted with curtain around door.	Closed		Designed as agreed with users to support plinth in the middle of the room	
930	27-May	Kylie Roper	1	1	1.02 / 1.04	Ceiling mounted TV's in each of the treatment/procedure and U/S rooms across all of the level 1 have wall controls. Is there individual remotes for the TV's as well as some clinicians would like to be able to adjust the contrast for example which is not an option on the wall controls.	Closed	Andrew McGavin	Remote is stored in cupboard next to the statue	
931	27-May	Samantha Francis	1	1	womens clinic	Room is very cold today, all other rooms in same area are of normal temperature. Feels like air conditioning is on, can hear the air blowing through the vents. The room is uncomfortably cold for both staff and patients.	Closed	Jon patten		
935	27-May	Nicole McDonald	1	1	1.68	The powerpoint plug for the scan care charger broke when the desk was inadvertently raised. this has broken both the powerpoint and the plug for the charger. request electrical engineering please to ensure safety of powerpoint. The powerpoint in question has been turned off, and is located at the back of the desk in this room.	Closed	Angela Cannizzaro		30/05/2019
936	27-May-19	Tania McKellar	1	1	1.02	Tap in the room is constantly dripping but wont turn on at all. We cant run clinics in a room that has no tap working This job has already been logged last week and the issue has yet to be resolved. This is urgent.	Closed	Lendlease		
937	27-May	Nicole McDonald	1	1	1.67	all rooms running too hot. patients are feeling faint in rooms. can the temperature be decreased in rooms please.	Closed	Jon patten		30/05/2019
938	27-May	Nicole McDonald	1	1	1.68	all rooms running too hot. patients are feeling faint in rooms. can the temperature be decreased in rooms please.	Closed	Jon patten		30/05/2019
939	27-May	Nicole McDonald	1	1	1.69	all rooms running too hot. patients are feeling faint in rooms. can the temperature be decreased in rooms please.	Closed	Jon patten		30/05/2019

947	29-May	Taylor Pegoraro	1	1	1.61	This room in the JOan Kirner is extremely warm and this room has no windows so this makes it difficult for air flow and to cool down . This is a reporting room so the door needs to remain closed.	Closed	Jon Patten	Completed	
953	28-May	kylie roper	1	1	the hub	The overhead announcements for codes etc. in outpatients, inparticular Clinic A on level 1 the staff have advised they have not been hearing any announcements. In particular the AMUM/clinic co-ordinator open desk space area at the back of clinic A. Has this or can this be tested? It came to light after the EMR down time and the AMUM's not knowing that it was a building wide issue.	Open	Andrew McGavin	Annunciator in booking room but not working when tested by WH communications	
971	30-May	Jennifer Hicks	1	1	clinic c	When making copies on the printer all copies have a line down the middle of the page. I also cannot find an asset number on the printer. I have attached an example of the problem.	Closed	Idi Baira	Log a job with ICT help desk	
977	30-May	Su Lynn Khong	1	1	1.53	paint chip on wall next to printer	Open	Lendlease	Patched but not painted. Not done by WH	
998	3-Jun	Judy carlon	1	1	12	Set of desk drawers in room unable to be opened. There is an issue with the lock. This has happened multiple times. I require this fixed ASAP this morning as we keep keys and other information that pertains to our job in this set of drawers	Open	Rutna Djeng	Schiavello advised last week awaiting advice as to when they can send Technical person to look at	
999	3-Jun	Judy carlon	1	1	12	Vaccine fridge door does not automatically close by itself. Fridge level requires readjusting. The fridge door should shut by itself as if left open accidentally could result in a vaccines temperatures rising and therefore vaccines will be invalid to use. Vaccines have to be kept between 2-8 degrees.	Closed	Andrew McGavin	Andrew to adjust	
1006	4-Jun	Kylie roper	1	1	clinic A	Please refer to job # 295 Antigermix machine is unable to be put on the plinth as pan rack is in the way. Pan rack on the wall needs to be removed.	Open	Angela Cannizzaro		
15	2/4/19	Charlene Gatt	2	2.48		Please remove Occupational Therapist sign from the wall outside the entrance change sign name to Office space please	Closed	Lendlease	Sign to be updated	
16	3/4/19	Charlene Gatt	2		2.46	Whiteboard has chip on surface on middle lower aspect of the boards	Closed	Sue Valentine		
17	3/4/19	Charlene Gatt	2	DOSA		The sliding door that you enter recovery room from the DOSA unit hallway closes too quickly. It needs to stay open for a little longer	Closed	Lendlease	Door has been adjusted but still not working to users satisfaction	
18	3/4/19	Charlene Gatt	2	Theatre		Stage 1 recovery room bays 2.19, 2.20, 2.21, 2.22 need glove holders please	Closed	Sue Valentine	Completed	6/05/2019
19	3/4/19	Charlene Gatt	2	Theatre		The main fire doors from theatre reception desk into recovery room are activated by a green button. Can these doors remain open all the time	Closed	Lendlease	Will be done by 15/4	

20	3/4/19	Charlene Gatt	2	Theatre		white boards to be put up in Theatre 1 JK , Theatre 2 JK, Theatre 3 JK, Theatre 4 JK, Equipment room, wall between holding bay and theatre reception All 1200mm x 900mm plus a 900mm x 900mm additional white board in Equipment room. Please CONTACT THEATRE NUM Simone Cooley 0417 587 745 to be present when whiteboards are to be hung	Closed	Sue Valentine	Minor works -NUM to order whiteboards and handyman to install 3/5/19	
21	3/4/19	Charlene Gatt	2	Theatre 4		Right side door stuck on activating both door opening sensor to walk into theatre 4	Closed	Lendlease	All automated doors will be checked next week 3/5/2019 by Lendlease	9/05/2019
22	3/4/19	Charlene Gatt	2	Theatre 1		left side door delayed opening when sensor to activate both doors to open simultaneously is activated	Closed	Lendlease	All doors are currently being reviewed by the project team and lendlease.	18/04/2019
23	3/4/19	Charlene Gatt	2	2.06		the right side door that lead into theatre is delayed opening when the sensor is activated to open both doors simultaneously	Closed	Lendlease	All automated doors will be checked next week 3/5/2019 by Lendlease	
24	3/4/19	Charlene Gatt	2	2.09		Right side door delay opening when sensor is activated for both doors to open	Closed	Lendlease	All automated doors will be checked next week 3/5/2019 by Lendlease	
25	3/4/19	Charlene Gatt	2	theatre	holding bay	The sliding door sensor need to be shifted to the left hand side of the door. The sensor is currently situated on the right hand side of the wall and is not user friendly due to it's distance away from the holding bay. The sensor is also activated by people walking too close to it on the exposed wall	Closed		Not for action	
26	3/4/19	Charlene Gatt	2	Theatre	20.32	the procedure room doors open too slowly when sensor is activated the right side door has a delay on opening, it needs to open simultaneously with the left side	Closed	Lendlease	All automated doors will be checked next week 3/5/2019 by Lendlease	
27	3/4/19	Charlene Gatt	2	2.032		glove dispenser needs to be moved from behind the left hand side door and placed in the vicinity the clinell wipes dispenser	Closed	Sue Valentine	No longer required	
28	3/4/19	Charlene Gatt	2			please install 2 x ecolab Skinman 90 dispensers at the scrub sinks between theatres 1&2 and Theatres 3&4	Closed	Richard Bartolo/Anie Edwards	Richard to do	
29	3/4/19	Charlene Gatt	2	0		please relocate whiteboard in sterile storeroom to near the main doors of sterile store room. Please contact Simone Cooley NUM 0417587745 to be present when board is relocated	Closed	Sue Valentine	Completed	9/04/2019
32	4/4/19	Charlene Gatt	2	Main reception		emergency alerts do not show up on the digital display panel facing the main theatre reception desk near recovery room. Could we please have this panel to include not only the time but any nurse call button and emergency button activations	Closed	Andrew McGavin	Hill reviewing all nurse call systems 2/5/19	
44	5/4/19	Catherine Sinclair	2	CSSD	JK2.011	D1 JK2.011 - Double doors into CSSD decontamination room from Theatre hallway require staff handling contaminated trolley to handle swipe card to release door. Staff in Decontam returning trolley to Theatre have to push a Green release button. Door does not open automatically on either side. This door needs a sensor and needs to open automatically for staff to push trolley through. This is both an OH&S and Infection Prevention issue.	Closed	Lendlease	Door review	

45	5/4/19	Catherine Sinclair	2	CSSD	JK2.011	Drop Off Return Window - Location of window is too high. Lock for window is too high. Query the weight of lifting window to open it.	Closed	Lendlease	Will not be used	
46	5/4/19	Catherine Sinclair	2	CSSD	JK2.011	Intercom in Decontamination Area - Needs to be wall mounted or lifted off bench.	Closed	Sue Valentine	Intercom agreed to remain in current location	
47	5/4/19	Catherine Sinclair	2	CSSD	JK2.011	Hooks for Air Guns - The two central sinks in Decontamination are missing the hooks on the side of the sinks for placement of the airgun when not in use.	Closed	Sue Valentine	On 18/04/2019 DHHS and WH did a walkaround of theatre and CSSD. This issue was noted and will be actioned prior to 15th May.	
48	5/4/19	Catherine Sinclair	2	CSSD	JK2.011	Roller Door for Bulk Chemistry - Does not appear to have power connected and the finish on the metal brackets needs attention.	Closed	Lendlease	On 18/04/2019 DHHS and WH did a walkaround of theatre and CSSD. This issue was noted and will be actioned prior to 15th May.	9/05/2019
49	5/4/19	Catherine Sinclair	2	CSSD	JK2.011	Endoscopy Sink AIR GUN - A longer hose is needed for the Air Gun at the Endoscopy Sink. The air gun needs to reach to the left of the sink.	Closed	Karen Tricker	Longer hose needs to be procured, Karen follow up	
50	5/4/19	Catherine Sinclair	2	CSSD	JK2.011	Decontamination Endoscopy Sink - The finish of the creases in the sink for draining are not good. There are pits in the ends of the creases.	Closed	Lendlease	Reviewed with users - no further action	
51	5/4/19	Catherine Sinclair	2	CSSD	JK2.011	Decontamination Endoscopy Sink - Rust in the grate/drain of the sink.	Closed	Lendlease	Resolved	
52	5/4/19	Catherine Sinclair	2	CSSD	JK2.011	Decontamination RO Water Spray Head at all three Sinks - The spray head creates a large amount of fine mist when engaged. This is an IC issue as staff are using this to rinse used instruments and can breathe in the fine mist.	Closed	Lendlease	On 18/04/2019 DHHS and WH did a walkaround of theatre and CSSD. This issue was noted and will be actioned prior to 15th May.	
53	5/4/19	Catherine Sinclair	2	CSSD	JK2.011	D2 JK2.011 Missing Signage - There is no signage in CSSD Corridor to identify Decontamination	Closed	Lendlease	Lendlease actioning	23/05/2019
54	5/4/19	Catherine Sinclair	2	CSSD	JK2.011	All Stainless Steel Sinks Decontamination x 3 - All sinks have rust in them.	Closed	Lendlease	On 18/04/2019 DHHS and WH did a walkaround of theatre and CSSD. This issue was noted and will be actioned prior to 15th May.	
55	5/4/19	Catherine Sinclair	2	CSSD	JK2.011	Decontamination Middle Sink - The cold water tap for RO Water Spray Arm is leaking.	Closed	Lendlease	Resolved	
57	5/4/19	Catherine Sinclair	2	CSSD	JK2.011	Dryer Anaesthetic - The Anaesthetic Dryer has a bet side hook inside. If you open the dryer from the Decontamination side, it is the far hook at the back of the dryer.	Pending	Sue Valentine	? Atherton's issue. CSSD managing with Athertons	
58	5/4/19	Catherine Sinclair	2	CSSD	JK2.011	Washer Loading Arms Decontamination - Rust is present on all loadin arms	Closed	Lendlease	On 18/04/2019 DHHS and WH did a walkaround of theatre and CSSD. This issue was noted and will be actioned prior to 15th May.	
59	5/4/19	Catherine Sinclair	2	CSSD	JK2.015	Packing & Assembly Unloading Arms WD - Rust. There is rust on the Washer Disinfectant Unloading Arms on each of the Washers	Closed	Lendlease	On 18/04/2019 DHHS and WH did a walkaround of theatre and CSSD. This issue was noted and will be actioned prior to 15th May.	
68	9/4/19	Catherine Sinclair	2	cssd		Automatic Doors - All the Automatic Doors in CSSD need to open the same way. They need to either be push button or sensor. The doors should then open in the same direction as each other so there is continuity	Closed	Lendlease	All automated doors will be checked next week 3/5/209 by Lendlease	9/05/2019
69	9/4/19	Catherine Sinclair	2	CSSD de boxing	JK2007	Loans room internal sliding door not automated.	Closed			9/05/2019
70	9/4/19	Catherine Sinclair	2	Dispatch collection store	JK2.003	Collection Window Height - The Collection Window is too high. The staff will have to lean over the bench to unlock and lift the window, then pass sterile goods through the window. This is an OHS issue.	Pending	Matt Perry	Design solution being developed by Lendlease for one window. The other window may not be used so review in 3-6months	
71	9/4/19	Catherine Sinclair	2	CSSD Decontamination	JK2.012	Washers Loading Drain Trays not draining. These need to be fixed so that water is not pooling instead of draining.	Closed	Lendlease	Invitro can't address.	
72	9/4/19	Catherine Sinclair	2	CSSD Washers clean	JK2.015	Assembly & Packing Washers Clean - Drani Tray does not drain. Water Pools.	Closed	Lendlease	Invitro	

73	9/4/19	Catherine Sinclair	2	CSSD Decontamination	JK2.012	Washer Disinfectors have dents in the chamber on the walls of the washer	Closed	Lendlease	On 18/04/2019 DHHS and WH did a walkaround of theatre and CSSD. This issue was noted and will be actioned prior to 15th May.	
74	9/4/19	Catherine Sinclair	2	CSSD Decontamination	JK2.012	Decontamination Washer Disinfectors - Cleaning of the Internal Mesh Filter is an OHS issue. The filter is located very deep inside the Chamber base and is difficult to pull out.	Pending	Lendlease	Invitro - CSSD working with company to address. Looking for tool to assist	
75	9/4/19	Catherine Sinclair	2	CSSD Decontamination	JK2.012	Decontamination Washer Insert MIS Rack Missing screw valve - there is a missing screw valve on one of the MIS washer racks.	Closed	Lendlease	Invitro to provide screw	
77	9/4/19	Catherine Sinclair	2	CSSSD Assembly and packing	JK2.017	Door Access D1 JK2.017 - Access to Assembly & Packing should be with automated door. Currently it is a Cat & Kitten Door.	Closed	NUM	Built as desinged operational change to manage	
78	9/4/19	Catherine Sinclair	2	CSSD Sterilisers	JK2.019	Cleaning of Tiger Sterilisers and Return Cart Chamber - These chambers are longer than the current Steriliser chambers in use. This will be an OHS issue for cleaning these chambers routinely.	Closed	Lendlease	On 18/04/2019 DHHS and WH did a walkaround of theatre and CSSD. This issue was noted and will be actioned prior to 15th May.	
79	9/4/19	Catherine Sinclair	2	CSSD Dryers Clean	JK2014a	On the Instrument Dryer there is marks on the side of the dryer.	Closed	Catherine Sinclair	Sticky residue to be cleaned by CSSD staff	
80	9/4/19	Catherine Sinclair	2	CSSD Sterilising	JK2019	Incomplete Flashing around Dragon H202 Steriliser - The flashing around the base of the Dragon on the Assembly & Packing side is incomplete.	Closed	Lendlease	Athertons getting flashing made	
81	9/4/19	Catherine Sinclair	2	CSSD Sterilising	JK2019	No power or port for Dual Screen of the Sterilizing PC.	Closed	Lendlease	Solution been agreed.	
82	9/4/19	Catherine Sinclair	2	CSSD Sterilising	JK2019	Noise Level needs to be checked where the Dragon Sterilizer is installed on the Assembly & Packing Side. Substantial noise is produced when in operation.	Closed	Matt Perry	Noise at a safe level	4/06/2019
83	9/4/19	Catherine Sinclair	2	CSSD Sterilising	JK2020	Noise levels need to be checked when the Dragon is operational on the Dispatch Sterile Store Side of the Dragon.	Closed	Matt Perry	Noise at a safe level	4/06/2019
84	9/4/19	Catherine Sinclair	2	CSSD Sterilising	JK2019	Can not access the 3 phase power switch above the Dragon H202 Sterilizer. This swith is located too high. This switch needs to be accessible for when a hard reset is required. Needs to be moved to the side and lower for ease of access.	Closed	Lendlease	Lendlease moving to the adjacent wall	23/05/2019
85	9/4/19	Catherine Sinclair	2	CSSD Sterilising	JK2019	OHS issues with Access to Sterilizers for Maintenance Works. There is not enough workspace for Service Techs to access back of sterilizers for Maintenance and Repairs.	Closed	Lendlease	Atherton installed and will maintain. Not a WH issue.	
90	10/4/19	Charlene Gatt	2	Holding Bay		the sliding door of holding bay has a distint rattling noise when opens approx 1/3 of the way	Closed	Lendlease	Doors have been serviced	
99	11/4/19	Mel Shackell	2		2.073	Damaged oxygen outlet - bent out of shape and flow meter unable to be attached	Closed	Lendlease	Completed	17/04/2019
103	11/4/19	Catherine Sinclair	2	CSSD Packing & assembly	JK2.017	Packing and Assembly - Lino in this room has damage in multiple places. Cuts & scratches	Closed	Lendlease	Not a defect	18/04/2019
104	11/4/19	Catherine Sinclair	2	CSSD coridor	JK2.CC	Damage to Floor Vinyl in CSSD Corridor.	Closed	Lendlease	Not a defect	
105	11/4/19	Catherine Sinclair	2	CSSD coridor		Name of Assembly & Packing Room incorrect on Sign is currently labeled as 'Storeroom Sterile' which is incorrect.	Closed	Lendlease	Lendlease addressing	23/05/2019
106	11/4/19	Catherine Sinclair	2	CSSD main entry coridor	JK2.CB	Signage incorrect names - Main entry into CSSD is currently labeled as 'Storeroom Sterile', this is incorrect, it should be CSSD Main Entry.	Closed	Sue Valentine		
114	15/4/19	Catherine Sinclair	2	2	JK2.CC	The vinyl on the wall above the CSSD Workbench JK2.CC2 in Corridor has a gap. Not joined properly.	Closed	Lendlease		15/05/2019

115	15/4/19	Catherine Sinclair	2	2	JK2.CC	Shelf area in CSSD Corridor on JK2.CCs is not sealed properly.	Closed	Lendlease	Actioned	
116	15/4/19	Catherine Sinclair	2	2	JK2.CC	Rust on shelf on communication desk/Workbench CSSD.	Closed	Sue Valentine	Cleaned	18/04/2019
117	15/4/19	Catherine Sinclair	2	2	JK2.CC	Sensor Door in CSSD Corridor opens everytime someone goes to the toilet.	Closed	Lendlease	All automated doors will be checked next week 3/5/2019 by Lendlease	
118	15/4/19	Catherine Sinclair	2	scancare room	JK2005	The finish on the sink corners is poor	Closed	Lendlease		
119	15/4/19	Catherine Sinclair	2	2	JK2.005	Sign incorrect. Room should be called Scancare not Scan CSSD.	Closed	Sue Valentine	Signage installed as per plans. Any changes will need a BEIMS post occupancy.	18/04/2019
120	15/4/19	Catherine Sinclair	2	2	JK2.005	Stanless Stell wall panel has rust, scratches and imperfections in multiple places. Corner areas, etch shelf, backsplash etc.	Closed	Sue Valentine	Cleaned	18/04/2019
121	15/4/19	Catherine Sinclair	2	2	JK2.005	Holes in wall vinyl where glove dispenser was moved from.	Closed	Sue Valentine		
122	15/4/19	Catherine Sinclair	2	2	JK2.005	There is an area on the white wall next to the stainless steel backsplash that was patched and painted. Needs a 2nd coat of paint.	Closed	Sue Valentine	No action required from review with DHHS on 18/4	18/04/2019
123	15/4/19	Catherine Sinclair	2	2	JK2.005	Paint behind door needs second coat of orange.	Closed	Lendlease		23/05/2019
124	15/4/19	Catherine Sinclair	2	2	JK2.005	There is no hole for the etching stencil printer cables to be passed through to connect to PC.	Closed	Sue Valentine	Actioned	
125	15/4/19	Catherine Sinclair	2	scancare room	JK2005	Undersink cupboard in scancare room has lip on doors inside - dust collectors	Closed			
126	15/4/19	Catherine Sinclair	2	2	CSSD All areas	ALL Chairs with wheels need to have locking castors, so that when staff sit the chairs do not roll.	Closed	Lendlease	Locking castors have been ordered for all chairs and will be retrofitted by lendlease. This work commences 7/5/19	22/05/2019
127	15/4/19	Catherine Sinclair	2	2	JK2.003	Welding finish on bench/under stainless steel bench is poor.	Closed	Lendlease	No further action required.	
128	15/4/19	Catherine Sinclair	2	2	JK2.003	The clock on the wall in the Theatre/CSSD sterile store room/Collection Store is a dust collector.	Closed	Sue Valentine	cleaning regime to be established	18/04/2019
129	15/4/19	Catherine Sinclair	2	2	JK2.021	No light above work station for Dispatch area	Closed	Sue Valentine	Actioned	
130	15/4/19	Catherine Sinclair	2	2	JK2.021	Floor and Wall Vinyl has rubbed areas and glue on the walls.	Closed	Lendlease	Final Clean 29 April	18/04/2019
131	15/4/19	Catherine Sinclair	2		JK2019	Very poor lighting in front of Dragon Plasma Sterilizer on loading side.	Closed	Sue Valentine	No further action required.	
134	15/4/19	Richard Bartolo	2	2	OR corridor	No towel dispenser at scrub sink as per plans in procedure room	Closed	Andrew McGavin	minor works	
135	15/4/19	Richard Bartolo	2	2	JK2.032	Loud whistling from from procedure room door due to big gap in the seal between doors.	Closed	Lendlease	Door review planned	
136	16/4/19	Richard Bartolo	2	2	Scrub sinks	Wrong dispensers on scrub sinks. Non microshield dispensers as per plans. I have now ordered 8 dispensers which will need to be replaced.	Closed	Richard Bartolo/Anie Edwards		
150	16/4/19	Sarah Ross	2	2		Temperature in level 2 link way is too high. Temperature settings to be reviewed.	Closed	Jon Patten	All temperatures to be reviewed post occupancy as heat load will change when people move in	
161	17/4/19	Sarah Ross	2	2	Linkway	Doors need to be re-programmed to open and close. Both doors are not opening and closing together.	Closed	Andrew McGavin	Duplicate issue	
164	17/4/19	Charlene Gatt	2	2	sterile stock room	the white board needs to be moved from between the stock trolleys and put between the main door and the first trolley facing the front door. Refer Item 37 , this whiteboard has been relocated to the wrong position	Closed	Susan Grioli	this white board has already moved once now a WH issue (minor works)	
165	17/4/19	Charlene Gatt	2	2	sterile stock room	The hepa filter needs to be secured in the sterile stock room. One corner is unsecured. See supporting photo	Closed	Lendlease	Lendlease to review	

168	17/4/19	Charlene Gatt	2	2	Procedure room	There are no telephones in theatre 1 & 2. We require a phone in these theatres. All telephones need to be mounted on the walls in theatre. This includes Theatre 1, 2, 3, 4, and the procedure room.	Closed	Andrew McGavin	Phones insitu but need to go on walls. Handyman will complete on 11/5	
169	17/4/19	Charlene Gatt	2	2	Theatre 4	There are no telephones in theatre 1 & 2. We require a phone in these theatres. All telephones need to be mounted on the walls in theatre. This includes Theatre 1, 2, 3, 4, and the procedure room.	Closed	Andrew McGavin	Phones insitu but need to go on walls. Handyman will complete on 11/5	
170	17/4/19	Charlene Gatt	2	2	Theatre 3	There are no telephones in theatre 1 & 2. We require a phone in these theatres. All telephones need to be mounted on the walls in theatre. This includes Theatre 1, 2, 3, 4, and the procedure room.	Closed	Andrew McGavin	Phones insitu but need to go on walls. Handyman will complete on 11/5	
171	17/4/19	Charlene Gatt	2	2	theatre 2	There are no telephones in theatre 1 & 2. We require a phone in these theatres. All telephones need to be mounted on the walls in theatre. This includes Theatre 1, 2, 3, 4, and the procedure room.	Closed	Andrew McGavin	Phones insitu but need to go on walls. Handyman will complete on 11/5	
172	17/4/19	Charlene Gatt	2	2	theatre 1	There are no telephones in theatre 1 & 2. We require a phone in these theatres. All telephones need to be mounted on the walls in theatre. This includes Theatre 1, 2, 3, 4, and the procedure room.	Closed	Andrew McGavin	Phones insitu but need to go on walls. Handyman will complete on 11/5	
190	17/4/19	Catherine sinclair	2	2	CSSD sterile Store room	Printer in dispatch is too high for the shelf it is on. Can the top shelf be removed so the printer can be stationed on the lower shelf to allow for more room for staff to access printing.	Closed	ICT	Wrong printer put in place. A new printer will be put in.	
194	17/4/19	Catherine Sinclair	2	2	JK2.014a	Plinth for ANTIGERMIX HLD has been bolted to the floor. Thought this was to be on wheels so cleaner can move for cleaning.	Closed	Sue Valentine	On 18/04/2019 DHHS and WH did a walkaround of theatre and CSSD. This issue was noted and will be actioned prior to 15th May.	
195	17/4/19	Catherine Sinclair	2	2	JK2.014a	Antigermix - Shelving installed above the units on the wall. Too high. OHS issue for staff	Closed	Sue Valentine		
196	17/4/19	Catherine Sinclair	2	2	All CSSD	All fixed benches in CSSD do not have stainless steel under. They have a chipboard. This is also in the Sterile Store room and in Theatres Procedure Room.	Closed	Andrew McGavin	It's a waterproof product so no action required.	
198	18/4/19	Wendy watson	2	2	Link way corridor	Level 2 link way corridor (JK end) 6 double plug sockets in recess area to store responder trolleys and security footage camera control over these two trolleys	Open	Dani Meier	Quote from Siemens requested - New works. Will not be completed before 15th May but trolleys will not have drugs in them prior to camera installation, Wendy Watson aware	
200	18/4/19	Elizabeth Hessian	2	2	All theatres	The emergency buzzers for each theatre are only on the pendants, which will typically be positioned out of reach of staff. The wall panels need to incorporate an emergency buzzer within reach of staff. There are currently nurse call bells in these locations that can be reconfigured into emergency buzzers.	Open	Andrew McGavin	Temporary solution in place. Users still working with company for optimal solution. They have all options and are choosing what will meet their needs.	
201	18/4/19	Susan Grioli	2	Ground	Pharmacy	auto water tap not working (no water)	Closed	Lendlease	Attended to and closed out 29/04/2019	29/04/2019

202	18/4/19	Elizabeth Hessian	2	2	linkway	The current linkway/transition from JK into Sunshine is not yet configured to allow safe transfer of a patient to and from Sunshine Hospital. In particular, there are significant pinch-points and awkward corners around the paediatric ward that limit effective transfer of a standard patient bed, neonatal resuscitaire, or ICU bed with attached monitoring and other equipment.	Closed	Lendlease	Works currently underway to fix this. Will be finished by 14th or earlier.	
203	18/4/19	Susan Grioli	2	2	linkway	level 2 linkway doors are not closing together not a siemens defect	Closed		Closed - Duplicate issue	
205	18/4/19	charlene Gatt	2	2	Pneumatic shute	Please put swipe reader on the pneumatic shute swipe as per photo there is no reader attached	Closed	Lendlease	Completed 2/5/19	
214	23/4/19	Martin Steyn	2	2	theatre	One slave monitor on theatre pendant not working. A/V system issue.	Closed	ICT	Emailed ICT to Investigate 24/04/2019	3/05/2019
215	23/4/19	Martin Steyn	2	2	Procedure room	Wall mounted monitor/displays not working. Power on units but no video signals.	Closed	ICT	Vendors need to come in to action. Booked for 9/5	
216	23/4/19	Martin Steyn	2	2	theatre 3	Wall mounted monitor/displays not working. Power on units but no video signals.	Closed	ICT	Vendors need to come in to action. Booked for 9/5	
219	23/4/19	Elizabeth Hessian	2	2	Theatre 2	Dell Laptops on anaesthetic machines not enabling user login, stuck on Dell page	Closed	ICT	Emailed ICT to Investigate 24/04/2019	24/04/2019
220	23/4/19	Elizabeth Hessian	2	2	Procedure Room	Dell Laptops on anaesthetic machines not enabling user login, stuck on Dell page	Closed	ICT	Emailed ICT to Investigate 24/04/2019	24/04/2019
221	23/4/19	Elizabeth Hessian	2	2	Theatre 3	Dell Laptops on anaesthetic machines not enabling user login, stuck on Dell page	Closed	ICT	Emailed ICT to Investigate 24/04/2019	24/04/2019
223	23/4/19	Elizabeth Hessian	2	2	Corridor	Pneumatic tube system in theatre has no swipe card reader so blood products sent are currently unable to be accessed	Closed	Andrew McGavin	Duplicate issue	1/05/2019
233	24/4/19	Sarah Ross	2		Pneumatic Tube	Staff unable to access pneumatic tube receptacle to retrieve blood products – swipe card reader not installed	Closed	Andrew McGavin	Duplicate	
234	24/4/19	Sarah Ross	2		Drug Room	Anaesthetic staff unable to access medication room	Closed	Simone Cooley	No access required as per usual practice. The same Theatre access at JK as is in place at SH so any anaesthetic staff who have JK access will automatically include meds rooms and safes	
239	24/4/19	Sarah Ross	2		BOH exit doors	Doors don't open fully on both sides with swipe access	Closed	Andrew McGavin	Worked on testing 6/5	
241	24/4/19	Sarah Ross	2		Theatres	Anaesthetic Laptops not working.	Closed	ICT	Closed duplicate issue	
242	24/4/19	Sarah Ross	2		Theatres	Emergency Buzzer. Cancel button doesn't work on the corresponding emergency buzzer.	Closed	Andrew McGavin	Hill reviewing all nurse call systems 2/5/20	
243	24/4/19	Sarah Ross	2		BOH Lifts	Staff member became stuck in BoH lift. Swipe card access not working. Emergency buzzer / telephone in lift did not work.	Closed	Lendlease	Lendlease have tested lift phones and buzzers and all are fully operational	
266	24/4/19	Elizabeth Hessian	2		Theatres ALL	Emergency buzzers on the theatre pendants - the cancel button on the emergency buzzers do not work. If the cancel button on another button is pressed, the emergency buzzer stops.	Closed	Andrew McGavin	Hill reviewing all nurse call systems 2/5/21	
268	24/4/19	charlene gatt	2		anaesthetic blind	the window requires a 100% block out blind to protect sterile stock	Closed	Sue Valentine	Completed 2/5	
269	24/4/19	charlene gatt	2		DOSA 2.44 and 2.43	these rooms do not have a phone. Can we please have phones installed	Closed	Andrew McGavin	Phones to be procured.	
270	24/4/19	charlene gatt	2		Anaesthetic Room 2	left hand sliding door is extremely hard to slide open and closed	Closed	Lendlease	Lendlease have modified door but users need to monitor	
271	24/4/19	charlene gatt	2		Holding Bay	the sliding door makes a grinding noise when it opens and closes	Closed	Lendlease	Lendlease to review	

272	24/4/19	Charlene Gatt	2		Anaesthetic Rooms 1-4	all anaesthetic rooms need glove dispensers. Please contact Charlene Gatt prior to installation on 0408036365	Closed	Andrew McGavin	Glove dispensers onsite. Will be installed on 11/5	
307	29/4/19	Sarah Ross	2	2	DOSA Reception	Desk chairs on wheels in clerical area are slippery on the floor and don't lock.	Closed	Lendlease	Closed - Duplicate issue	
308	29/4/19	Sarah Ross	2	2	anaesthetic Bay	No glove holders in the Anaesthetic Bay	Closed	Andrew McGavin	Closed - Duplicate issue	
309	29/4/19	Sarah Ross	2		theatre	Theatre Technician Call Bell too quiet	Closed	Andrew McGavin	Nurse call buzzers being reviewed 3/5/19	
310	29/4/19	Sarah Ross	2	2	recovery	No "tap on/tap off" follow me desktop computer swipe access available on desktop computer in recovery for staff to write up notes / discharge summaries.	Closed	ICT	Resolved	
311	29/4/19	Sarah Ross	2	2	recovery	Ipad / Electronic bed card behind recliners not working. Staff not trained in how to use these.	Closed	Erin Casey	Staff will not be interacting with the electronic bed cards. There is no configuration possible from the user end. Contents comes from iPM directly.	2/05/2019
312	29/4/19	Sarah Ross	2	2	2.43	No desktop phones in admission room 2.43	Closed	Andrew McGavin		
313	29/4/19	Sarah Ross	2	2	2.44	No desktop phones in admission room 2.44	Closed	Andrew McGavin	Hills are negotiating a time with iPM to test JK locations as the planned iPM cut over to "live" is not until patient move day. What this means that staff will not see bed card info until move day but the system will populate as patients are transferred.	
315	29/4/19	Sarah Ross	2	2	DOSA	No wall mounted sphygmomanometers in DOSA Consult rooms	Closed		mobile devices as per plan	
316	29/4/19	Sarah Ross	2	2	DOSA	Weighing Equipment - Staff don't know how to use weighing equipment.	Closed	Sarah Ross	Sarah creating instructions for use	
317	29/4/19	Sarah Ross	2	2	DOSA Reception	Ward Clerk Workflows - Lack of clarity regarding location of paperwork at DOSA reception. - Lack of clarity regarding how the Ward Clerk notifies the Admission Nurse of patient arrival.	Closed	Simone Cooley	UPDATE 2nd May - email sent to Simone Cooley (Theatre NUM) to own and action this issue as relates to theatre workflows. Simone confirmed she has met with clerical operations managers and had a walk through with them to address this issue. All paperwork has been ordered and staff will commence in the department on 13th May to orientate themselves and set up their work area. An experienced clerk will be rostered for the first two weeks to assist and train new staff. Some processes as current practice will occur for communication with the admissions nurse meeting with the clerical staff daily and notifying them of any changes to order of surgery so admissions are completed in that order	
318	29/4/19	Charlene Gatt	2	2	theatre pharmacy room	please install card readers on all safes in the pharmacy room asap	Closed	Sue Valentine	Completed	
319	29/4/19	Charlene Gatt	2	2	recovery	no over head paging announcements can be heard in the recovery room.	Closed	Andrew McGavin	This was initially done deliberately so it was a quiet space. Software has not been adjusted so paging can be heard	

320	29/4/19	Charlene Gatt	2	2	anaesthetic store room	the external door in the anaesthetic storeroom requires a 100% shut off seal to prevent any dust and air entering the room from the outside due to sterile stock being stored in the room.	Closed	Sue Valentine	Completed	
321	29/4/19	Charlene Gatt	2	Theatre 2	pneumatic shute	please install card reader on pneumatic shute ASAP	Closed	Andrew McGavin	Duplicate issue - already logged	1/05/2019
325	29/4/19	Charlene Gatt	2	2	recovery room	We require a bay number sign above each stage 1 recovery bay including one on the wall outside the isolation room in recovery room The photo attached is of the recovery bays at sunshine hospital recovery room and we would like the sign to look like this We require 10 signs made stating Bay 1, Bay 2, Bay 3, Bay 4, Bay 5, Bay 6, Bay 7, Bay 8, Bay 9, Bay 10 for stage 1 recovery area	Closed	Mel Shackell	Simone has ordered will be done week of 6/5	
334	30/4/19	Charlene Gatt	2	theatre	Recovery Stage 2 desk	we need the PC changed to thin client computer and tap on card reader installed please ASAP on both computers on the recovery stage 2 computers PC asset number is WH173183	Closed	Frank Beradi	Frank to discuss with Simone	
342	30/4/19	Liz Hessian	2	All Theatres		Despite repeated requests, our department has not been able to secure the Cisco cordless phone for the Joan Kirner IC anaesthetist. We have therefore not been able to test the phone during the patient workflow tests, as was meant to happen. We have another opportunity to test the phones in the high fidelity simulation scenarios being undertaken on May 7th and 8th, but we would like the handsets prior to this to set up and charge. This phone is carried 24 hours a day, and is the primary method by which we can be contacted, particularly for emergency response requests such as a assistance with managing a patient with a critically compromised airway. As such, it is now urgent that we are given the phone to ensure that it works throughout the building and our anaesthetists are familiar with use of the new handset.	Closed	Andrew McGavin		
346	1/5/19	Catherine Sinclair	2	CSSD Packing and Assembly	JK2.017	Can the 2nd new Heat Sealer please be tagged and tested by BIOMED.	Closed	Dung Dang	Completed	
349	1/5/19	Kellie Foran	2	Pneumatic Tube		Pneumatic Tube system receiving station installation not complete. Cupboard is currently locked and unable to retrieve canisters that have been sent to this station.	Closed	Andrew McGavin	Homing and naming conventions need to be adapted. Risk of running out of cannisters	13/05/2019
384	3-May	charlene Gatt	2	Anaesthetic Room 2		the left hand door does not slide open when pushed on its own	Closed	Andrew McGavin	Closed - duplicate issue	
385	3-May	charlene Gatt	2	Anaesthetic Room 1		anaesthetic room 1 has 4 screws in the vinyl wall above the telephone. Please repair with the appropriate material Thanks	Closed	Lendlease	Minor works issue to be removed.	23/05/2019

386	3-May	charlene Gatt	2	Anaesthetic store room		rubber stopper need to be installed on the floor so the left hand door does not hit the desk please and main doors from children's play area/ wait room to DOSA stage 3 also hit walls	Closed	Lendlease	To be fixed Thursday	23/05/2019
391	3-May	Charlene Gatt	2	Pharmacy Room		the S11 drug safe in the middle of the three safes is not a double swipe. Can this please be changed to a double swipe asap Thank you	Closed	Dani Meier	Programming issue now fixed	6/05/2019
404	3-May	Bronwyn Menadue	2	Hot deask space theatre	2.45	Telephone issue - Unable to dial extension numbers - goes straight to swtich	Closed	Andrew McGavin	Andrew to check issue only occurs when calling Footscray numbers	
405	3-May	Bronwyn Menadue	2	Hot deask space theatre	2.46	Telephone issue - Unable to dial extension numbers - goes straight to swtich	Closed	Andrew McGavin	Andrew to check issue only occurs when calling Footscray numbers	
406	3-May	Bronwyn Menadue	2	Hot deask space theatre	2.47	Telephone issue - Unable to dial extension numbers - goes straight to swtich	Closed	Andrew McGavin	Andrew to check issue only occurs when calling Footscray numbers	
419	6 May 201	Elizabeth Hessian	2	Pneumatic tube		ID badges for many clinicians are not opening the magnetic door into the pneumatic tube, despite ID badges working in most other clinical areas.	Closed	Andrew McGavin	Pemissions not yet finalised.	
439	7-May	Charlene Gatt	2	Theatre Anesthetic room doors	1	the external anaesthetic room doors need to have opaque decals applied to the clear glass panels to ensure patient privacy Please contact me or Simone Cooley 0417587745	Closed		Decal to be installed	
440	7-May	Charlene Gatt	2	Theatre Anesthetic room doors	2	the external anaesthetic room doors need to have opaque decals applied to the clear glass panels to ensure patient privacy Please contact me or Simone Cooley 0417587745	Closed		Decal to be installed	
441	7-May	Charlene Gatt	2	Theatre Anesthetic room doors	3	the external anaesthetic room doors need to have opaque decals applied to the clear glass panels to ensure patient privacy Please contact me or Simone Cooley 0417587745	Closed		Decal to be installed	
442	7-May	Charlene Gatt	2	Theatre Anesthetic room doors	4	the external anaesthetic room doors need to have opaque decals applied to the clear glass panels to ensure patient privacy Please contact me or Simone Cooley 0417587745	Closed		Decal to be installed	
443	7-May	Charlene Gatt	2	Recovery		the highlight windows in recovery room need to be cleaned externally please See attachment	Closed		Have been cleaned already. Will now be cleaned by WH as part of a usual regime.	
450	7-May	Bronwyn Menadue	2	All theatre / Aneasthetic rooms set up		D&E (air conditioning co.) visited Level 2 on May 6. Issues with air theatre air pressures were discussed with the company. The company advised they were unaware the main doors of each theatre were the main entry point & of the volume of occasions where staff are entering/exiting a theatre each day (i.e. 100+ times per day). The company advised the system would not cope with this amount of door opening/closing with the pressure reaching a point where the doors could not be opened. A meeting is scheduled for 0930 hrs on Tuesday 7 May.	Closed	Sue Valentine	Engineers testing today. It will be resolved by the 10/5	

491	8-May	Danika Janus	2	Reception and staff bases		The floors are vinyl and the chairs don't have stoppers on them so the chairs slip away when people sit on them. Can we get mats for those areas?	Closed			
524	9-May	Liz Hessian	2	Linkway		The doors on the Level 2 linkway, Sunshine side, are not programmed to allow 1) automatic opening 2) remaining open for long enough to move a patient bed	Closed		Duplicate issue	
538	10-May	Bronwyn Menadue	2	office area/staff lounge		Unable to dial extensions to Footscray - calls automatically go to switchboard. Able to dial extensions to all other campuses. 52213, 52212, 52233, 52228, 52232, 52231, 52208, 52223	Closed		Resolved	
570	13-May	Phuong Nguyen	2	2		We need to have medication safety posters placed on the wall in the medication room, however pharmacy have been told that we can not put these posters up using Blu tack. The medication safety initiatives are the current model of care so if these cant be put up there will be concern re patient safety risk. is it possible to have a white board/ clip on plastic holders to accommodate for these posters? NB: We will need to address this issue in every medication rooms on each ward	Closed	Angela Cannizzaro	Raised on BEIMS RO214090	
571	13-May	Kellie Foran	2	2	Theatre	New Radiometer blood gas machine installed in theatre this morning requires tagging.	Closed	Andrew McGavin		
588	13-May	Charlene Gatt	2	2	0	the annunciators in the theatre complex including POCU, DOSA and theatre are all showing the incorrect time	Closed	Sue Valentine		
589	13-May	Jon Patten	2	2	CSSD	Air handling Unit 2-7-1 has been shutdown by D&E Air Conditioning as bearing has collapsed in fan. This unit serves the whole CSSD area & temperatures in the sterile stock room are rising. Have spoken to D&E today, but they cannot guarantee when the problem will be resolved. This will need to be resolved ASAP.	Closed	Lendlease	Resolved by D&E	15/04/2019
613	14-May	Karen Tricker	2	2	CSSD	Can we please have the shelving on the ht adjustable benches in packing area altered to suit our requirements.	Closed	Angela Cannizzaro		15/05/2019
614	14-May	Karen Tricker	2	2	CSSD	Can i please have the tape dispenser holders attached to the ht adjustable packing benches in CSSD.	Closed	Angela Cannizzaro		15/05/2019
624	14-May	Bronwyn Menadue	2	Set-up room between OR 3 & 4		Air pressure is too high in this room. Air can be felt coming into the theatre from the set-up room. the increased pressure means the door between the theatre & set-up room is ajar.	Closed	Sue Valentine		
625	14-May	Bronwyn Menadue	2	Double door between main corridor/PACU		The doors have closed again. They have been reprogrammed twice today to remain open however only remained open for one hour before closing	Closed	Andrew McGavin	Door has issued has been addressed.	
626	15-May	Karen Tricker	2		2	Can I please have the hand cream dispensers and 1 soap dispenser remove from over the sinks. We require 1 hand cream holder to be placed inside the front exit door to CSSD.	Closed	Angela Cannizzaro		
654	16-May	Karen Tricker	2	2	Decom area	Can I please have the eye wash station attached to the wall in decontam area.	Closed	Angela Cannizzaro	Completed	29/05/2019

666	17-May	Karen Tricker	2	CSSD	2	We require more skinman dispensers no the walls in various places in the Dept.	Closed	Richard Bartolo		
668	17-May	Karen Tricker	2	2	2	Can the Pc be removed from the wall mount and placed on the bench.	Closed	Idi Baira	This was moved from the bench to be wall mounted by request of CSSD staff. It will now be kept in the current location and can be reviewed in 3 months.	
673	17-May	Charlene Gatt	2	2	theatre 3	please install curtain rail outside theatre 3 Contact Simone Cooley 0417587745 prior to installation	Closed	Sue Valentine	Not part of design.	
692	17-May	Simone cooley	2	2	anaesthetic room 1	Both medication fridges in anaesthetic rooms 1 & 2 continue to alarm low and high temperatures. We have removed the drugs from both fridge and discarded. Could they please be looked at ASAP as we cannot use them.	Closed	Andrew mcGavin	reviewd on BMS OK	23/05/2019
693	17-May	Simone cooley	2	2	anaesthetic room 2	Both medication fridges in anaesthetic rooms 1 & 2 continue to alarm low and high temperatures. We have removed the drugs from both fridge and discarded. Could they please be looked at ASAP as we cannot use them.	Closed	Andrew mcGavin	reviewd on BMS OK	23/05/2019
697	17-May	simone cooley	2	2	male change room	Male toilet on the left - the lock has been installed incorrectly and cannot be locked.	Open	Lendlease	Awaiting delivery of the new fitting as of 5/6/19	
706	17-May	Simone cooley	2	2	Theatres	All 5 theatres and recovery require a pat slide. Today we had 2 delivered but still require another 4.	Open	Rutna Djeng	Rutna investigating ordering additional 4	
713	17-May	Catherine Sinclair	2	2	All	We only have x 1 linen skip. We are in desperate need of 4 more linen skips. thanks.	Closed	Karen Tricker	Wards can request additional linen skips directly. Karen to follow up as required.	
714	17-May	Catherine Sinclair	2	2	All	Can we please have x 3 more glove dispensers.	Closed	Angela Cannizzaro		21/05/2019
718	18-May	Lindsay shaw	2	2	Staff base recovery	Staff Base B in recovery sensor tap not working.	Closed	Jon patten	Some taps programmed to flush when inactive for example in unoccupied room. Other sensor tap issues resolved	
725	19-May	Emily chambers	2	2	theatre	On entry to theatre from front entrace there are no surgical caps or shoe covers, for staff coming down from birthsuite and going straight into theatre there are no supplies. In the context of codes and emergency caesareans so far caps and covera have only been available in the change rooms which are not easily located or en route.	Closed	Simone Cooley	All in holding bay. Same procedure as previously.	
758	20-May	Karen Tricker	2	2	2	The CSSD area is far too cold for the staff to work in, especially over night. Can the air conditioning please be adjusted.	Closed	Jon Patten		
759	20-May	Karen Tricker	2	2	2	The cisco hand free phone, ext 53028 is not working. The volume cannot be turned up to hear the phone ring and the calls are muffled, distorted and difficult to hear	Closed	Andrew McGavin	Closed duplicate issue	

760	20-May	simone cooley	2	2	2	i am aware that this issue has been raised several times but the door between theatre and recovery requires to be fixed permanently open. This has been programmed several times but the door only remains open for 1 hour each time. So the door now has to be manually opened each time which is extremely difficult when pushing beds through and requires several staff to complete this task	Closed	Andrew McGavin	Resolved	
762	20-May	simone cooley	2	2	theatre ABG Machine area	May we please have the telephone wall mounted on left hand side wall. We have the wall mount. Please ask nurse in charge.	Closed	Angela Cannizzaro		
768	20-May	Karen Tricker	2	2	CSSD	The door between cssd internal corridor and sterile store room is not working correctly. Only 1 door opens, instead of both.	Closed	Andrew McGavin		23/05/2019
778	21-May	Erin turnball	2	2	DOSA	Double doors between front of house reception and DOSA consult rooms is not closing/locking. Required review of magnetic locks when doors closed; swipe access and exit button present however doors do not magnetically lock closed as they should. These doors also required release button for closing doors when they have been opened during the day. Both issues - security risk as DOSA consult rooms allow access into back of house.	Closed	Dani Meier	Programmed by request to be open 8am - 8pm	
779	21-May	Erin turnball	2	2	DOSA	Light fitting has fallen from roof Live wires visible (engineering attending overnight) Will require replacement	Closed	Andrew McGavin		23/05/2019
787	21-May	Catherine Sinclair	2	2	CSSD All areas	The Internet overnight is very slow and we get server timeout messages constantly. can someone please contact us regarding this. Thanks,	Closed	ICT	Resolved	
788	21-May	Catherine Sinclair	2	2	CSSD Internal hallway	It seems the toilet exhaust fan is not working.	Closed	Lendlease	does not work, engineering checked TEF 413 (VSD reset it still not working)	
789	21-May	Catherine Sinclair	2	2	Decontam	the sinks in Decontam do not drain properly. They take a very long time to drain, even when the fine strainer is removed.	Open	Lendlease	For action by lendlease	
791	21-May	Karen Tricker	2	2	Deboxing	the sliding door is now scrapping against the wall when it opens and closes.	Closed	Lendlease	Reviewed by engineering.	29/05/2019
794	21-May	Simone cooley	2	2	theatre 1	AV equipment failed today and yesterday. Worked well last Thursday. SKS has been emailed and phoned several times with NO response.. This needs to be addressed ASAP please.	Closed	ICT	Vendor investigating	
800	21-May	David Bramley	2	2	Induction Bay 4	Wall mounted clock in anaesthesia induction bay for theatre 4 has substantially incorrect time.	Closed	Lendlease	Defect unable to be resolved and referred to lendlease. Aconex ref: WH-GCOR-002238	

803	21-May	Simone cooley	2	2	theatre 3 set up room	<p>The pressures continue to be intermittently high with the doors leading into theatres 3 and 4 not closely properly ? due to high pressure.</p> <p>This was raised with engineering last Tuesday evening approx. 2200hrs and they were not able to resolve it at the time.</p> <p>The air conditioning company were called the next morning 15/5/19 but I am unsure what resulted.</p> <p>Whilst standing in the set up room or outside the room there is a loud whooshing noise consistent with the high pressure noises we experienced several weeks ago.</p>	Closed	Claire Culley	Air pressure tested and are compliant with deaprtment guidelines.
807	21-May	Simone Cooley	2	2	Theatre Tea room	<p>Zip hot water unit is located in a cupboard under the sink. The cupboard and hot water system are extremely hot. The sink is heating up and the cutlery in the drawer above is also very hot.</p> <p>We have removed the cupboard door to help the unit to cool down.</p> <p>May we please have ventilation holes placed into the side of the cupboard where the zip hot water system is located?</p> <p>Thanks.</p>	Open	Lendlease	Front cupboard has been removed as a short term solution. In Areas of high use the unit is working harder therefore producing more heat and the space it is confined in is too small. A design solution has been agreed which will involved a ventilation panel being fitted to the doors. Due to be resolved by end of June
812	22-May	simone Cooley	2	2	theatre 4 anaesthetic	<p>Theatre 4 anaesthetic room fridge alarmed last night when the temperature reached 10 degrees.</p> <p>The fridge has now reached 24 degrees. We are unable to reset.</p> <p>The temperatures low and high limits should be set at 2-8 degrees.</p> <p>I also need to know if the fridges in anaesthetic bays 1 and 2 are now functional as they were reported out of range last week.</p> <p>I feel the staff need education on how to reset the fridges and the limits definitely need attending to.</p> <p>Could this please be attended to ASAP as we NEED to store emergency drugs in these fridges.</p>	Closed	Andrew McGavin	Awaiting replacement fridge
816	22-May	Phuong Nguyen	2	2	Medication rooms / theatre pharmacy / and recovery drug room	<p>Medication fridge does not appear to have self closing mechanism on the fridge door--is the self closing mechanism not included in the Nuline fridge range? or is it due to the balance /position of the fridge? please assess</p> <p>The lack of self closing mechanism from the fridge door increases the risk of the fridge to be alarmed, this will have an impact on the medications stored in theses fridges</p> <p>NB: all medication fridges (except the double door fridges in birthing and NICU medication room) do not have self closing mechanism.</p>	Open	Lendlease	

822	22-May	simone cooley	2	2	DOSA	Today we had 3 paediatric patients present for admission prior to having their surgery at Sunshine hospital. following the surgery one of the parents received a text that the procedure had finished but they were unsure where their child was located so they went to the Sunshine information desk. The staff at the information desk were not aware of the theatre flow of paediatric patients.	Closed	Christine Neumann	More information have been provided to staff to ensure they are aware that all day cases go to DOSA	
844	22-May	Maree Comeadow	2	2	Recovery staff	Tap does not stay on to enable hand washing. You need to keep one hand on the sensor for water to run	Closed	Lendlease	Now raised with lendlease via BEIMS RO214050	
869	23-May	Georgette Bartolo	2	2	clean utility in PACU	temperature in this room is too hot!	Closed	Jon Patten		
870	23-May	Georgette Bartolo	2	2	PACU recovery Bay 5	We need 2 metal L shaped brackets to be put up on the wall so we can hang the side rail paddings on to please. 2. we also need a small single hook to be put up in bay 4 for the pat slide to be hung there.	Open	Angela Cannizzaro	Will be actioned. Is now in BEIMS RO 214174	
871	23-May	Georgette Bartolo	2	2	PACU recovery Bay 6	The sensor of the water tap in the recovery room sink next to the nurses' desk is not working well, water runs for one second at a time only. This has been notified since last Saturday.	Closed	Lendlease	Now raised with lendlease via BEIMS RO214050	
882	23-May	Elizabeth Hessian	2	2	2.47	Could the light sensors be removed in these two rooms, and replaced with light switches? The staff occasionally rest here if theatres are quiet and are unable to turn off the lights at night.	Open	Jon Patten	? May be able to be reprogrammed through dynalight	
883	23-May	Elizabeth Hessian	2	2	2.46	Could the light sensors be removed in these two rooms, and replaced with light switches? The staff occasionally rest here if theatres are quiet and are unable to turn off the lights at night.	Open	Jon Patten	? May be able to be reprogrammed through dynalight	
884	23-May	elizabeth Hessian	2	2	2.48	The door to this work area requires a self-closing door mechanism. This area is used for anaesthetic staff handover, videoconferenced M&M meetings and other confidential discussions relating to patients. An automatic door closing mechanism will assist in keeping this area soundproofed, particularly from the theatre tearoom, to help avoid inadvertent breaches of patient privacy	Pending	Sue Valentine	Would be a new works form if required. Quote would need to be obtained	
914	24-May	Nicole Sieradzki	2	2	anaesthetic store room	We require the 'scanner' icon for intermax to be able to scan imprest items that are urgently needing to be ordered to be placed on the anaesthetic store room desktop or the follow me icon please. we can not send through a scanned request as the scanner is not reading through the computer that it is assigned to, therefore when ordering stock that is urgently required we are unable to process this.	Closed	ICT	Desktop icon not needed and imprest model in place	
926	27-May	Charlene Gatt	2	2	Female change	ALL 3 TOILETS IN THE FEMALE CHANGEROOM ARE BLOCKED	Closed	Jon patten		

927	27-May	Phuong Nguyen	2	2	Clean utility me	There is no lock on the door to enter the Clean Utility room, In order for staff to access the medication room, they would need to enter this door. Should there is an incident with the Swipe card access, staff will not be able to access medication in the timely manner. The current standard is to have a lock with the override key for this door. Please assess as this is highly important to mitigate the issue of access to medications.	Closed	Andrew McGavin	This is built as designed. If a the power or security system fail then the door will be open so no override key is required	
933	27-May	Karen Tricker	2	2		Can I please have 2 hooks in decon and packing areas (please see Cathy or Karen) for wall clocks x2. Can I please have the UPM holder and eye wash station installed in decontam area. Can we please have 4 hooks supplied and installed in decontam for jackets and face shields. Can I please have document holders attached to various locations in CSSD.	Closed	Angela Cannizzaro	actioned via Beims RO214288	
940	27-May	Georgette Bartolo	2	2	PACU/Recover	We need a bracket to hold the portable oxygen cylinder onto the bed mover for use when transporting patients to and from theatre.	Closed		closed - duplicate issue	
952	28-May	Georgette Bartolo	2	2	PACU	blocked toilet (urgent)	Closed			
954	29-May	Catherine sinclair	2	2	Decontam	Shower head spray tap is leaking significantly. RO water. thanks	Closed			
964	29-May	Nicole sieradzki	2	2	Theatre2	Theatre 2 Fridge in anaesthetic bay beeping and error code: LP2 flashing. Needs repair please repair asap as it is in a clinical area that is used for storing medications.	Closed	Andrew mcGavin	Fixed	29/05/2019
978	30-May	Catherine sinclair	2	2	Decontam	Water gun on SINK 1 is leaking.	Closed			
978	30-May	Catherine sinclair	2	2	Decontam	Water gun on SINK 1 is leaking.	Closed	Angela Cannizzaro		
979	30-May	Martin Nguyen	2	2	theatre 3	I am currently in Theatre 3 with a patient undergoing elective caesarian under spinal anaesthesia. The main theatre doors have opened 6 times during the procedure. 2 of them by accident. This is an infection risk, disrupts the theatre and staff concentration and most importantly it disrupts the patient's right to privacy. It is difficult more me to explain to the patient why people in the corridor can see into their surgery and why they need to share the experience during such a special moment in their lives. The main operating theatre doors need to have a locking mechanism to stop the door opening during the case.	Open	Christine Neumann	Awaiting repsonse from Claire Culley	

982	30-May	Catherine sinclair	2	2	CSSD dispatch	Raspberry scanner is not working. Adalam have said that IT need to reconnect the raspberry to WIFI or connect with cable. thanks	Closed	Idi Baira	Log a job with ICT help desk		
992	30-May	David Bramley	2	2		Clock in anaesthesia induction bay for theatre 2 has substantially incorrect time (approx 6 hours out)	Open	Andrew mcGavin			
1012	5/06/2019	Mel Shackell	2		DOSA	Sliding doors scraping on the floor	Open	Lendlease			
30	3/4/19	Charlene Gatt	2			Could the doors to enter decontam room from theatre be automatic opening or have a green push button to activate automatic opening. Theatre nurses will be pushing a dirty trolley with gloves on and would not be able to touch ID badge to swipe into the room	Closed		Closed duplicate issue		
197	17/4/19	Catherine Sinclair	2	2	CSSD Dryers Clean JK2.014a	The top of the plinth for the Antigermix is not secure. It came off	Closed	Sue Valentine	Completed		
295	29/4/19		2			The plinth for the antigermix machine has been bolted to the ground in the corner with a shelf above which should be a sufficient clearance. However unsure of what the shelf will be for as it is a reaching risk and the plinth was originally not meant to be bolted for ease of cleaning. The main issue in this are is the storage rack on the wall beside this space which is too close to the plinth and will stop the antigermix door from opening. The storage rack needs to be removed and relocated.	Closed	Sue Valentine		No	
62	7/4/19	Kylie Roper	3		Birthing	No drainage in the floor around the birth baths despite having a shower head above the bath. Slip risk for both women and staff. A number of staff have raised concerns whist on tours about not having fixed steps into and out of the bath.	Closed		Duplicate issue	10/04/2019	
64	7/4/19	Kylie Roper	3		Office - sonographers	3	Requires a whiteboard on the backroom opposite the bookcase assuming that the left wall has a powerpoint in the middle for the xray viewer	Closed	angela Cannizzaro	This was not part of inital design brief - will be installed by WH if required. NUM to order and handyman can install. Completed	
65	7/4/19	Kylie Roper	3		Fetal Loss Room	3	Cupbards designed to house the cosy cots are not big enough.	Closed	Lendlease	Review done with Tracey and Lendlease. New cot will fit in space. Users want to retain as currently built.	
76	9/4/19	Sarah Ross	3		Birthing reception	3	Signage at the Reception desk currently states "Birthing" but should be changed to "Maternity Assessment Centre".	Closed	Adele Mollo	Installed as per the design. A BEIMS will need to be done post occupancy.	
86	9/4/19	Kylie Roper	3		Birthing bariatric room	3.07	Unable to open door fully due to curtain rail	Closed	Lendlease	Actioned 29/4	
91	10/4/19	Susan Grioli	3		toilets		Toilets near the lift with ID access - when in unable to lock - anyone with ID access able to enter when occupied	Closed	Lendlease	This has been fixed	2/05/2019
96	10/4/19	Tracey Grainger	3		Birthing. Foetal loss room	JK3.086	Can the door in the corridor between MAC and Birthing next to the fetal loss room JK3086 please be adjusted to stay open. The fetal loss room is part of Birthing and not MAC. The door currently remains closed and doesn't appear to have a magnet to allow the door to be open.	Closed		Closed duplicate issue	

97	10/4/19	Tracey Grainger	3	MAC		The reception area in the Maternity Assessment centre has signage on the back wall stating 'Birthing'. This reception is for MAC not Birthing however patients will enter Birthing once they have been triaged in MAC so potentially the signage could state Maternity Assessment Centre /Birthing	Closed		WH issue 3 month signage review - duplicate issue	
101	11/4/19	Grace Crowe	3	MAC	3.28-3.35,3.46-3.50	When the double doors are opened,they bang into the curtain rails. It appears there is a protective cover over the curtain rail however as the double doors can often be opened in a hurry, there is concern that both the doors and the curtain rail may be damaged. This is the design in 8 of the short stay rooms in MAC and the 5 assessment rooms	Closed	Sue Valentine	Floor by floor door review. All closers and stoppers in place.	
102	11/4/19	Grace Crowe	3	MAC		There is a sign outside of the back of house lifts that says 'after hours exit' This is an error as all after hours access is via the front of house lifts This sign needs to be removed and updated	Closed	Sue Valentine	Signage relating to after hours exits have all been rectified.	
138	15/4/19	Grace Crowe	3			The staff toilet in birthing does not have a lock meaning anyone is able to swipe in and enter the toilet while someone else is in there	Closed	Lendlease	closed duplicate issue	
139	15/4/19	Grace Crowe	3	3		The MAC doors to the waiting room, which is the direct pathway to the back of house lifts and theatre, do not have magnets to hold the doors open and the doors are only able to be opened and held open manually. In the event that there is an emergency case from MAC to theatre, 2 people would be required to hold these doors open to allow a patient trolley/bed through these doors which is a clinical risk.	Closed	Andrew McGavin	This is not required as a smoke door or to maintain efficient airconditioning. Therefore it can be chocked open as required.	
140	15/4/19	Grace Crowe	3	3		There is no door release located at the main reception desk in the MAC/birthing waiting room to open the MAC doors of the birthing doors. As MAC is a high traffic area, especially in daylight hours with not only patients but also visitors and family, the ward clerk would have to get up, walk through the workroom and press the door release every time someone wants to go into the department	Closed	Sue Valentine	Duplicate issue	
149	16/4/19	Sarah Ross	3	3	3.21	Temperature in level 3 birthing is too high. Could temperature settings be reviewed.	Closed	Jon Patten	All temperatures to be reviewed post occupancy as heat load will change when people move in	
152	16/4/19	Sarah Ross	3	3	MAC	Doors between Level 3 Waiting Area and MAC do not hold open.	Closed		Closed - Duplicate issue	
156	16/4/19	Eleanore Ryan	3	3	All rooms	The wall air doesn't require a flow meter- this is a clinical risk for someone accidentally giving air instead of Oxygen- could be very dangerous need to be taken off	Closed	Unit manager	NUM's/MUM's to removed flow meters for air if not required - Di Patterson assisting with this	
162	17/4/19	Sarah Ross	3	3	21	Volume of the nurse assist button is set too low - very difficult to hear from the rooms.	Closed	Andrew McGavin	closed duplicate issue	
163	17/4/19	Sarah Ross	3	3	3.21	No clocks in the birthing room that allow you to track seconds.	Closed	Andrew McGavin	clocks installed 30/4	

193	17/4/19	Grace Crowe	3	3	Birthing/MAC Workrooms	There is an extra whiteboard required in in the MAC workroom next to the current whiteboard The current whiteboard in the birthing workroom is located behind the door and is not in a functional position. It needs to be moved	Closed	angela Cannizzaro	Whiteboard minor works	
204	18/4/19	Andrew McGavin	3	workroom	3.037	No power to central desks	Closed	Lendlease	Works completed 2/5/19	
222	23/4/19	Elizabeth Hessian	3	3	Back of house lifts	Back of house priority lift not on level 3 when called for code green in workflow testing	Closed	Andrew McGavin	Duplicate issue	
224	23/4/19	Patricia Ky	3	3		Lack of swipe card access to drug safes (that will contain e.g. fentanyl and ropivacaine/fentanyl for epidurals) by midwives.	Closed	Dani Meier	This is a dual mode card reader and requires 2 x authorised staff to swipe within 30 seconds to allow entry. This cards reader is working as designed. Any staff who do not have access to JKWC please email WH – Security ID and this will be fixed.	13/05/2019
226	24/4/19	Sarah Ross	3	Reception foyer	MAC Ward Clerk	Ward Clerk unable to release doors to MAC and Birthing (doors from Waiting Area) from the Ward Clerk Station.	Closed		closed duplicate issue	
227	24/4/19	Sarah Ross	3		MAC Workroom	Additional Whiteboard required to support triaging process.	Closed	NUM	closed duplicate issue	
228	24/4/19	Sarah Ross	3		Birthing Workroom	No slave screen / dedicated computer currently available to support proposed handover processes	Closed	Idi Baira	OUTCOME Confirmation from Idi (ICT) on 2/05 that all screens have been ordered and will be installed by end of May at the latest. May not be in place for go-live but not a no-go	
229	24/4/19	Sarah Ross	3		Birthing Drug Room	Squeaky door in drug room	Closed	Sue Valentine	Lendlease to oil door	
232	24/4/19	Sarah Ross	3		MAC & Birthing all rooms	Volume of nurse call alerts is too low.	Closed	Andrew McGavin	All nurse call systems being reviewed 31/4 - 7/5	
236	24/4/19	Sarah Ross	3		MAC	No correlation between room numbers in MAC and workflows in Operating Guideline (ie rooms not clearly designated as Assessment / Triage / Short stay and numbered accordingly. Room numbering is difficult to follow and not clinically meaningful . Develop QRG for MAC room numbering and operating model.	Closed	Erin Casey	OUTCOME: Development Lead/Unit Manager to develop temporary laminates to identify room functionality whilst staff get used to new ward lay out	
237	24/4/19	Sarah Ross	3		Birthing DD	Some midwifery staff unable to access DD cupboard	Closed	Dani Meier	This is a double swipe reader and 2 x authorized staff are required to swipe within 30 seconds for this to work. The individual staff members may not yet have JK access? They may have have old incorrect access and have been updated to the incorrect access group? Users to send list of specific staff who are having issues for action.	
251	24/4/19	Sarah Ross	3			Lack of clarity regarding new MAC workflows – impact for clerical and midwifery staff.	Closed	Erin Casey	OUTCOME - MAC workflows detailed in operating guidelines and QRG. Staff to be directed again to these documents if they are unclear on how they will work. Staff education on workflows occurring daily at handover and through soft launch. Staff to speak to their manager or development lead if they require any clarification or are not sure how they will work in the new environment.	2/05/2019

252	24/4/19	Sarah Ross	3		Fetal loss room	Fetal loss room is located in MAC and access doors between MAC and Birthing are fire doors with signage to remain closed. Clarification of staffing model with respect to fetal loss room (Birthing or MAC staff?)	Closed	Erin Casey	OUTCOME - Confirmed fetal loss room managed by Birthing team as per current management of fetal losses. No change to practice, just a new room. Operational processes detailed in operating guideline. These doors between MAC and Birthing will be held open which will assist in reducing confusion.	2/05/2019
257	24/4/19	Sarah Ross	3	Birthing	3	No sphygmomanometers located in HCU or Birthing rooms. Ensure adequate supply of portable equipment.	Closed	Rutna Djeng	All NUM's/MUM's aware of sphygmo's in their areas.	
276	26/4/19	Tracey Grainger	3	3		No second epidural, FBS or instrumental trolley. Area too large to accommodate only 1 of each trolley -	Pending	Erin Casey	OUTCOME: As only one half of birthing opening, 1 trolley of each will be sufficient. Additional trolleys to be procured and stocked as additional birthing beds become operational.	
328	29/4/19	Joanne Said	3	Interview room in MAC 3	3.53	Interview room opens into a general waiting room but has clear glass. Should have opaque glass for privacy	Closed	Lendlease		23/05/2019
338	30/4/19	Sarah Ross	3	next to BOH lifts / Staff toilets		No lock on the inside of the toilet doors.	Closed	Lendlease	Closed duplicate issue	
348	1/5/19	Kellie Foran	3	Pneumatic Tube		Pneumatic tube receiving station; security swipe not in working order. Unable to be locked	Closed	Andrew McGavin	Homing and naming conventions need to be adapted. Risk of running out of cannisters	13/05/2019
353	2-May	Joanne Said	3	Staff toilet adjacent to back of house lifts		Toilet has swipe pass access for staff but no privacy lock which means that staff can access even when there is already someone inside!	Closed	Sue Valentine	Duplicate issue	
361	2-May	Lisa smith	3	birthing maternity assessment centre		28 lockers provided for entire 3rd floor. The volume of staff - medical and midwifery will not have access to a locked space particularly during double staff time when all allocated locker spaces will be utilised.	Closed	Erin Casey	Additional lockers insitu	
366	2-May	Sarah ross	3	Fetal monitoring room		No desktop telephones	Closed	Andrew McGavin	Andrew to review. May not have be installed yet	
367	2-May	Sarah ross	3	Point of care ultrasound room		No ultrasound stool in room.	Closed	Rutna Djeng	Now in place	6/05/2019
368	2-May	Sarah ross	3	Point of care ultrasound room		Confusion about process for validating abnormal PoC ultrasound findings by sonographer / sonologist. ? Escorted from MAC to Clinic C by midwife. Not a patient centred model for patient to be directed backwards and forwards between level 1 and 3	Closed	Erin Casey	A process is being developed for this and should be finalised by 7/5	
369	2-May	Sarah ross	3	MAC		No CTG's. No centralized CTG monitoring given the distances between Clinic and MAC.	Closed	Erin Casey	this issue relates to the absence of a digital CTG system in the JKWC which is a known risk across all of maternity moving in and will be addressed post-move with a project team to be employed. There is nothing further we can do to mitigate at this stage.	
371	2-May	Sarah Ross	3	Fetal monitoring /MAC		Workflow for patients attending from Clinic is not clear. Uncertainty about correct form that should be used and whether triage process required	Closed	Erin Casey	A workflow is being developed by Grace crowe and will be finalised by 7/5	
381	2-May	Tracey Grainger	3			Temperature in Birthing very high, can the temperature be turned down please?	Closed	Andrew McGavin	Adjusted	

397	3-May	Sarah ross	3	Birth room		Neonatal Resuscitaire - Overhead heater not attached to resuscitaire	Closed	Sue Valentine	Correct number of heaters on site but installed in incorrect configuration to match what is being relocated from existing site. Lendlease actioning	
403	6-May	Danielle Meier	3	Staircase		The door leading into the main staircase on level 3 MAS is faulty, you do not have to swipe to get into the staircase, all you have to do is turn the handle and it open's. This should not be the case, you should have to swipe to get in. This is a defect	Closed	Lendlease	Door issue	23/05/2019
407	2-May	Sarah Ross	3	Fetal monitoring /MAC		Confusion about whether doors leading into MAC would be left permanently open so that patients can be directed through to Fetal Monitoring area by MAC receptionist.	Closed		Doors are being left open form wait room into MAC	
408	2-May	Sarah ross	3	MAC		No chairs in subwait area.	Closed	Rutna Djeng	Chairs still arriving. Some delivered 6/5/19 and some more due 13/5	
409	2-May	Sarah ross	3	MAC - short stay beds		Glove holders in a position that staff may accidentally knock into them.	Closed	Mel Shackell	Final room configuration not in place when this issue was logged	
420	6 May 201	Lisa smith	3	All birthing rooms		Excess play in cosy cot in birthing rooms. Requires solution to facilitate resuscitation of babies.	Closed	Sue Valentine	Solution agreed and will be implemented by 15/5	
421	6-May	Tracey Grainger	3	HCU	3.21	Very loud ventilation system in HCU	Closed	Jon Patten		
422	6-May	Tracey Grainger	3	HCU	3.22	Very loud ventilation system in HCU	Closed	Jon Patten		
423	6-May	Eleanore Ryan	3	MAC	27	When the emergency buzzers are pressed in some of the rooms the wrong area is displayed. Also we would like to be able to see all emergency on the third floor MAC- it seems to be that they are divided into two areas.	Closed	Andrew McGavin	Resolved	
424	6-May	Eleanore Ryan	3	MAC	28	When the emergency buzzers are pressed in some of the rooms the wrong area is displayed. Also we would like to be able to see all emergency on the third floor MAC- it seems to be that they are divided into two areas.	Closed	Andrew McGavin	Resolved	
425	6-May	Eleanore Ryan	3	MAC	29	When the emergency buzzers are pressed in some of the rooms the wrong area is displayed. Also we would like to be able to see all emergency on the third floor MAC- it seems to be that they are divided into two areas.	Closed	Andrew McGavin	Resolved	
426	6-May	Eleanore Ryan	3	MAC	30	When the emergency buzzers are pressed in some of the rooms the wrong area is displayed. Also we would like to be able to see all emergency on the third floor MAC- it seems to be that they are divided into two areas.	Closed	Andrew McGavin	Resolved	

427	6-May	Eleanore Ryan	3	MAC all rooms		None of the clocks are functioning	Closed		Clocks are all linked and installation still underway	
445	7-May	Mel shackell	3	Medication room		Doors to medication rooms not closing properly ? due to air pressures. Not a swipe permission issues. Needs to be fixed urgently	Closed			
455	7-May	Tracey Grainger	3	Cleaners room		Cleaner's room on level 3 not finished - unable to place cleaning stores in room at present	Open	Rutna Djeng	Shelving not completed - frame in place but no shelves. Still awaiting for delivery possibly not until June	
468	7-May	Dianne Patterson	3	3.08		First Responder Hooks are missing in the following rooms in Birthing and MAC	Closed	angela Cannizzaro		
469	7-May	Dianne Patterson	3	3.27		First Responder Hooks are missing in the following rooms in Birthing and MAC	Closed	angela Cannizzaro		
470	7-May	Dianne Patterson	3	3.38		First Responder Hooks are missing in the following rooms in Birthing and MAC	Closed	angela Cannizzaro		
471	7-May	Dianne Patterson	3	MAC x4		First Responder Hooks are missing in the following rooms in Birthing and MAC	Closed	angela Cannizzaro		
473	7-May	Kylie roper	3	Birthing rooms	All	Behind the cosy cots in each of the birthing rooms is exposed MDF where the power has been installed. This would be an infection control risk as we are unable to clean the area with Clinell wipes.	Closed	Lendlease	this has a seal and is the same as the existing cost cots. However lendlease will apply additional sealent	13/05/2019
479	7-May	Tracey Grainger	3	birthing workroom		Could a small shelf be installed underneath the slave screen for the keyboard to sit on.	Pending		Will use trolley as interim measure. For review post occupancy.	
480	7-May	Tracey Grainger	3	alcove middle corridor		Could a rail be installed to mount the portable CTG machine used in emergency caesareans - next to the where the adult code blue trolley will be situated	Closed	Angela Cannizzaro	User to order rail and add to minor works list	29/05/2019
481	7-May	Candid Marane	3		All	Clocks in birthing rooms are not working, no power	Closed		Duplicate	
486	8-May	Dianne Patterson	3	Birthing	3.26	Suction bracket missing off wall	Closed	Lendlease		
487	8-May	Dianne Patterson	3	bathroom	6.35	Suction bracket missing off wall	Closed	Lendlease		
497	8-May	susan Grioli	3	All ensuites		there are no toilet roll dispensers in any of the ensuites toilet rolls have been installed on the lifting arm handles - however - Infection control have confirmed this is not suitable. also the toilet roll handle on the arms are sharp and all need to be removed (grinded off) 2 Photos attached one showing the toilet roll the other showing where the toilet dispenser needs to be placed (other side of Paper towel dispenser) - Urgent action required	Closed	Lendlease	Installation from today	
509	8-May	Eleanore Ryan	3	Level 3 / Second reception		unable to connect printer up in second reception desk as data point in walk way need to purchase free standing table for printer	Closed	ICT	NUM to provide furniture as appropriate then ICT to instal printer	
514	8-May	Tracey Grainger	3	Multiple bathrooms	3.14	Hole cut out of several ceilings in bathrooms. Cut out plasterboard sitting on floor of bathrooms.	Closed	Lendlease	Works currently underway. Will be made good ASAP. Room currently to remain closed.	23/05/2019
515	8-May	Tracey Grainger	3	Maternal foetal loss room		Cupboard door heavy to open on carpet. ?carpet appropriate for birthing room.	Closed		The carpet was initially requested by staff to create a domestic feel and subsequently changed to be used as a birthing room. Carpet only in one small area. Users can replace carpet as required post occupancy	

525	9-May	Liz Hessian	3	Birthing Unit exit doors		The automatic doors from Birthing into the lift vestibule do not stay open long enough to push a patient bed through. In simulating the transfer of an emergency obstetric patient down to theatre, the doors closed on the obstetrician who was trying to assist the movement of the bed.	Closed		Duplicate issue	
529	9-May	Liz Hessian	3	birthing	3.13	Clock in birthing room not working. (Discovered in sim testing, other rooms were not checked for this issue).	Closed		Duplicate issue	
530	9-May	Phuong Nguyen	3	clean utility medication		Temperature within the medication room appeared to be warm at 10.30am on 9th May . The required temperature of the medication room is to be below 25 degrees. Would someone able to check this out. Currently we have stocked meds in this room	Closed		For the short term: Andrew Mc Gavin reduced the ambient temperature to the area. There is no temperature sensor in the medication room hence there is no way to tract the ambient temperature of this room. Pharmacy put a Log tag in the room as a temporary measure and we will down load the data on daily basis. For the medium term: The engineers from Lendlease is working on it to resolve the issue.	
541	10-May	Elizabeth Hessian	3	Birthing unit	Birthing unit	There is no sharps bin on the epidural trolley, OHS risk. Please contact Davina Taylor (APMS nurse) once this issues is resolved!	Open	Marie Brennan	Additional sharps trolleys have been requested	
548	10-May	Eleanore Ryan	3	MAC	3.26-3.34	Need to remove all BP cuffs from PCC to install in MAC in beds above, thank you	Closed	Angela Cannizzaro	New blood pressure cuffs have been ordered. Will be installed by minor works handyman when they arrive on birthing. MAC ones will need to be relocated form SH site	
563	11-May	Lisa smith	3	Birthing	3.01	No room numbers displayed inside pt rooms. Even if electronic pt bed card is used it is not easy to see room number when calling a code - room number needs to be displayed in the room, ideally near the resuscitaire. All rooms in birthing	Pending	Lisa Smith	Room numbers not normally displayed in the inside of a room. If this is required will need to be organised locally	
572	13-May	Lauren DeLuca	3	3		Wayfinding is difficult in Birthing. The room numbers are flat on the wall and unable to be seen on approach to rooms from down corridors. There is no signage indicating which rooms are down each corridor - this would assist in staff knowing where to go particularly in an emergency. A clinical risk given the number of rotating staff that will need to respond in an emergency	Pending	Sue Valentine	Review post occupancy	
578	13-May	Grace Crowe	3	3	3.34	Handle on examination light broken	Closed	Lendlease	Fixed	
579	13-May	Grace Crowe	3	3	3.47	Emergency call bell not working	Closed	Lendlease		
580	13-May	Grace Crowe	3	3	3.41	Sensor taps not working	Closed	Lendlease		
581	13-May	Grace Crowe	3	3	3.31	Sensor taps not working	Closed	Lendlease		
609	14-May	Tracey Grainger	3		1.20, 27	Please can I have 3 hooks in each birthing cupboard for the PPH Lanyards as per the current birthing unit at Sunshine. Thank you	Closed	Angela Cannizzaro	Duplicate issue	
621	14-May	Alexandra Chritchley	3	MAC		There is no Annuciator in eye level from the workroom or 3B staff base. This is vital for midwives to see the buzzers from patients.	Closed	Sue Valentine	Closed duplicate issue	

622	14-May	Tracey Grainger	3		Birthing	26	Please could we have 3 hooks on inside of cupboard in fetal loss room, thank you	Closed	Angela Cannizzaro		
649	16-May	Eleanore Ryan	3		Consult room	MAC	We need clocks in all consult rooms	Closed	Adele Mollo	No clocks in consult rooms on schedule. Screensavers will show clock icons	
650	16-May	Eleanore Ryan	3			MAC	It is not adequate coverage of PSA for thrid floor this really needs review ASAP- it will cause clinical risk and safety issues as we will not be able to transfer women to birth suite as the rooms will not be cleaned	Closed	Marie Brennan	PSA staffing being reviewed	
651	16-May	Eleanore Ryan	3			MAC	IS their a way finding map we could have in ED for ambulances to bring pt from ED to MAC- issues this morning is gynae patient being transfered from ED to MAC	Closed	Erin Casey	Liasion with AV underway. Some patients will be transferred via road.	
659	17-May	Grace Crowe	3	3		MAC	There is no display in the workroom for midwives to be able to see who is buzzing in MAC/Birthing. A display needs to be installed in the MAC workroom as this is where staff are based so staff can see who is buzzing and respond accordingly, especially with emergencies	Pending	Adele Mollo	Additional annunciator requested. New works request to be actioned if required	
660	17-May	Grace Crowe	3	3			Inadequate linen supplies for birthing and MAC. We had run out of linen by 2300 and had to source from other wards	Closed	Marie Brennan	Details of linen company provided to unit managers	
680	17-May	Tracey Grainger	3	3		Birthing	Birthing room 1. Electric sockets in panels either side of bed head not working. Now unable to plug in CTG machines and IV pumps.	Closed	Jon Patten	Duplicate issue	20/05/2019
686	17-May	Ruby Kennedy Mayne	3	3		3.01	No power to any powerpoints at room 1 along wall of bed head.	Closed	Jon Patten	Power tested and no issues.	
687	17-May	Ruby Kennedy Mayne	3	3		pan room	Taps too high pressure to rinse birthing kits. Eye and mouth splash risk ++	Closed	Jon Patten	Engineering have reviewed. Unable to adjust, users will need to modulate tap.	
688	17-May	Ruby Kennedy Mayne	3	3			Unable to see which room is buzzing when you are in the office.	Closed		Duplicate issue	
689	17-May	Ruby Kennedy Mayne	3	3			Trolley scales are on a unnecessarily large and difficult to maourve and fit through doors.	Closed	Erin Casey	Different trolley used	
705	17-May	summa Grogan	3	3		Staff Base A	Pneumatic tube not working	Closed			20/05/2019
711	17-May	Summa Grogan	3	3		Waiting room entrance to BST	Main entrance door to BST not locking-sensor hinge is broken	Closed		Repaired	20/05/2019
712	17-May	Summa Grogan	3	3		MAC	No clinical waste bins or sharps containers in rooms. Midwives raises concerns re this.	Open	Marie Brennan	Additional sharps bins have been ordered and we are awaiting delivery	
715	17-May	Summa Grogan	3	3		Staff Base 3A	Staff have raised concerns that there is no easily visible call bell system near the staff base. If a bell goes they have to rush around to the hallway to see which room it is from. May cause delays if emergency bell goes off	Pending		Review if required in 3-6 months	
716	17-May	Summa Grogan	3	3		Outside room 3.48	Patient alert system outside room 3.48 does not show room number on both sides when call bell called.	Closed	Andrew Mcgavin	Resolved	
724	18-May	Chase Medwin	3	3		3.08	Main light switch is faulty - button has fallen within light switch housing which in turn means it is unable to be switched off.	Closed	Lendlease	This light switch has collapsed 3 times and needs replacement	

726	19-May	Emily	3	3	birth suite staff base	There is no buzzer/alert display at the staff base so for staff sitting in the base doing work, when a code is called they have to leave the room and turn the corner before the room number can be identified. it would be beneficial to have one in the meeting room.	Closed		Duplicate issue	
728	19-May	Lucy nash	3	3	3.07	Call bell annunciator delayed and once begins sounding - long time to turn off.	Closed	Andrew McGavin		
730	19-May	lisa smith	3	3	workrooms	No annunciator in work rooms on birthing and MAC workrooms - this means the staff cannot see the room number where the buzzer is going off. Inability to hear codes in birth rooms - could be resolved when midwives carry phones and buzzers are alerted on phones.	Closed	Chris Neumann	Closed duplicate issue	
734	19-May	Lisa Smith	3	3		Once only collection of CSSD from Birthing in the AM. Birthing has 2 PSA's compared to 3 in the Sunshine building (2 in Birthing, 1 in PCC- now 2 for the whole of 3rd floor). CSSD have informed birthing that there is insufficient CSSD staff to do pick up/drop off during the day.	Closed	Chris Neumann	PSA staffing being reviewed. Ongoing meeting between HSS and clinical staff	
738	19-May	Lucy Nash	3	3	3.32	Electronic Bed Card - not working Patient admitted to iPM for hours, however not reflecting correct patient or date/time on bed card	Open	Andrew McGavin	All electronic bed cards not yet operational. To remain on paper until advised. Likely operational by 7/6	
739	19-May	Joanne said	3	3	3.35	MAC Room 3.35 Electricity panel not working on left and right side behind bed - no power working when electric equipment (bed, resuscitaire, etc) plugged in.	Closed	Jon Patten		
740	19-May	Sophie Demediuk	3	3	9	Birthing bed remote broken - does not operate. Appears damaged as found under bed. Needs replacement.	Closed	Dung Dang	replacement handset on order, awaiting delivery, bed can still be used within built in controls on cotsides	
746	19-May	Eleanore ryan	3	3	MAC	All the phones have been causing huge issues over the weekend They are not fit for purpose and need fixing ASAP- I believe not being able to contact someone creates a huge clinical risk Women are unable to call and hear us The phones are dropping out "stating over use"	Closed	Andrew McGavin	Closed duplicate issue	
747	19-May	eleanore ryan	3	3	50	Toilet was removed on Friday due to blockage It is now leaking water from silicone when flushed- reported to AHA	Closed	Lendlease		
755	20-May	Tracey Grainger	3	3		Reported by MIC in Birthing that no theatre tech available overnight to assist with patient transfers to theatre	Closed	Erin Casey	This incident on Sunday night was a once off and that we do have theatre tech support overnight in JK who can assist with theatre transfers from Birthing.	
756	20-May	Tracey Grainger	3	3	dirty utility	No linen or rubbish pick up overnight in Birthing. Photograph too large to attach - will send in email.	Closed	Marie Brennan	HSS working with ward re. optimising collection	
757	20-May	Tracey Grainger	3	3		Light switch broken in entrance way to room- second time this is broken. The light was fixed on Friday	Closed	Jon Patten		

817	22-May	Phuong Nguyen	3	3	MAC medication room	Medication fridge does not appear to have self closing mechanism on the fridge door--is the self closing mechanism not included in the Nuline fridge range? or is it due to the balance /position of the fridge? please assess The lack of self closing mechanism from the fridge door increases the risk of the fridge to be alarmed, this will have an impact on the medications stored in these fridges NB: all medication fridges (except the double door fridges in birthing and NICU medication room) do not have self closing mechanism.	Open	Lendlease	Nuline to review	
835	22-May	Tracey Grainger	3	Birthing	Linen Cupboard	The linen cupboard door has come off its tracking at the top of the door and swings fully into the corridor. Can it please be fixed urgently as it swings into the corridor	Closed	Lendlease		
836	22-May	Tracey Grainger	3	3	All rooms	The top shelves in the birthing room cupboards are too high for shorter midwives/staff to reach. Could the top shelf be moved to the same height as the middle shelf (adjacent to the middle shelf). Thank you	Pending	Angela Cannizzaro	This is for review in 3-6months as the users have requested extensive changes to joinery	
837	22-May	Tracey Grainger	3	3		Rooms not in use still need to have the cosy cot heating units relocated from the old birthing unit please.	Closed	Dung Dang	in progress	
838	22-May	Anna do	3	3	3.5	Toilet leaking	Closed	Jon Patten		
840	22-May	Angela Cannizzaro	3	3	3.5	Toilet is leaking from the base. This was the toilet that was removed by Lendlease last Friday to gain access to sewer blockage.	Closed	Jon Patten	Closed duplicate issue	
845	22-May	Ian Kenny	3	3	3.2	Call bell incompletely cancels - still displays on digital call bell display after cancel pressed. Only resets when cancel pressed twice.	Closed	Andrew McGavin	Likely a temporary issue caused whilst work underway	
855	23-May	Eleanore Ryan	3	3	MAC Waiting a	multi women have complained that the waiting area seating is extremely uncomfortable for pregnant women	Pending	Adele Mollo	Chairs selected by WH staff through tender process. Review in 3 months	
867	23-May	Tracey Grainger	3	3	1	Room 1 is very hot and room 20 is cold. Current patient in 20 has lots of blankets to keep warm	Closed	Jon Patten		
868	23-May	Tracey Grainger	3	3	20	Room 1 is very hot and room 20 is cold. Current patient in 20 has lots of blankets to keep warm	Closed	Jon Patten		
896	24-May	Tracey Grainger	3	3	Medication room	S11 drug cupboard swipe access not working overnight. Staff contacted AHM, pharmacy informed. Staff having to request medication from other areas	Closed	Dani Meier	Fixed	
919	27-May	Jessica	3	3	disabled toilet	Staff Toilet near Staff room. Disabled toilet is blocked.	Closed			
921	27-May	Tracey Grainger	3	3	All rooms	IPM correct however bed cards have wrong details displayed.	Closed		Bed cards still not operational	
922	27-May	Tracey Grainger	3	3	19	Light and fitting fell from ceiling in Room 19. Engineering called and attended. All light fittings in room checked and fixed. VHIMs entered	Closed	Jon Patten		
923	27-May	Tracey Grainger	3	3	All rooms	Birthing room cupboards- top shelf too high for numerous staff to reach. Please can the top shelf be lowered to the same height as the middle shelf. Thank you	Pending	Angela Cannizzaro	closed - duplicate issue	
924	27-May	Tracey Grainger	3	3	MAC Female st	Ambulatory toilet in female staff toilets blocked and over filling - currently not flowing over.	Closed	Jon Patten		

941	27-May	Jean	3	3	19	A downlight together with its transformer and wires completely came off the ceiling, nearly hitting the woman and her baby.	Closed	Lendlease	Company have reviewed downlights and are writing a report	
946	28-May	Tracey Grainger	3	3	Birthing /HCU	Extreme difficulty manouevering bed from theatre into bed 22 past bed 21. Due to the desk the angle is very tight to turn bed from corridor past the desk and turn into bed 22. Staff had to remove oxygen cylinder to assist but still very tight turn. May need to transfer on theatre trolley not bed.	Open	Erin Casey	Practice changed required.	
948	29-May	Tracey Grainger	3	3	Linen cupboard	Linen cupboard door has been fixed however sticks when opened half way i.e. does not run smoothly on its tracking.	Open	Lendlease	Track faulty - requested LLB to repair.	
950	28-May	Tracey Grainger	3	3	7	Room 8 light switch broken for at least the third time now. Room 7 light switch also broken.	Closed	Lendlease		
951	28-May	Tracey Grainger	3	3	8	Room 8 light switch broken for at least the third time now. Room 7 light switch also broken.	Closed	Lendlease		
955	29-May	Jeanie Cullen	3	3	3.21	light switch inside door to right hand side buttons are pushed in could be dangerous if not closed off	Closed	Lendlease		
956	29-May	Jeanie Cullen	3	3	3.22	light switch inside door to right hand side buttons are pushed in could be dangerous if not closed off	Closed	Lendlease		
959	29-May	Eleanore ryan	3	3	MAC fetalmonitoring	fridge not working BEAMS entered on Monday small bar fridge in fetal monitoring end	Closed	Lendlease	Engineering have check and fridge is faulty. Need fix or replacement	
962	29-May	Jeanie cullen	3	3	3.2	the panel behind the flush buttons is completely off the wall	Closed	Angela Cannizzaro		5/06/2019
963	29-May	Tracey Grainger	3	3	20	large rip in floor lino in room 20 Birthing. Unsure of when occurred. Reported to myself from PSA this afternoon.	Closed	Angela Cannizzaro	BEIMS RO213861	
972	30-May	Ian Kenny	3	3	MAC	Spelling error on digital display for nurse call system - digital displays show "accessment centre" instaed of "assessment centre"	Closed	Andrew McGavin		
974	30-May	Tracey Grainger	3	3	7	light switch in rooms 7 and 8 remain broken. Reported 2 days ago	Closed		Closed duplicate issue (950)	
974	30-May	Tracey Grainger	3	3	7	light switch in rooms 7 and 8 remain broken. Reported 2 days ago	Closed		Duplicate issue	
975	30-May	Tracey Grainger	3	3	8	light switch in rooms 7 and 8 remain broken. Reported 2 days ago	Closed		Closed duplicate issue	
975	30-May	Tracey Grainger	3	3	8	light switch in rooms 7 and 8 remain broken. Reported 2 days ago	Closed		Duplicate issue	
976	30-May	tracey Grainger	3	3	Store Room	Please remove the brackets from the wall in the first store room as not in use and in way on new shelving unit. Thank you	Closed	Angela Cannizzaro	Allocated Triuman	
981	30-May	Tracey Grainger	3	3	Workroom	desk phone 52355 not working	Closed	Andrew McGavin	Was disconnected. Now corrected	
989	30-May	Tracey Grainger	3	3	1	Blocked toilet- toilet filling with water to rim when flushed	Closed	Angela Cannizzaro		
990	30-May	Ian Kenny	3	3	Bed 30	MAC - motion sensor tap in bed 30 will not stay on	Closed	Lendlease	BEIMS RO214050	
996	1-Jun	Tracey Grainger	3	3	7	Lights not dimming or turning off in room 7 Unable to press light dimmer	Closed	Lendlease	These are the lights that were fixed by lendlease after having a switch that broke. They now do not dim. Now on BEIMS RO213863	
997	3-Jun	Tracey Grainger	3	3	7	room lighting switch fixed however now unable to dim light and room very bright for laboring women	Closed	Lendlease	Closed - duplicate issue	
1	2/4/19	Susan Grioli	4		Office door /egress area	Faulty door - unable to exit	Closed	Lendlease	Terrace door fixed both green lights on Timer to be prograded by WH if required	4/04/2019

329	29/4/19	Joanne Said	4	4	SMS accommodation	Bedrooms in SMS overnight accommodation rooms have swipe card panels to exit the room as well as access the room. ?Issue if needing to access in an emergency	Closed	Mel Shackell	Door is swipe in and swipe out to ensure privacy for users. In the event of a fire the door will be manually operable. In the event of a code when the swipe can't be used there is a durress button that will release the door (this will also call security). Users to consider signage to indicate this in the room	
360	2-May	Lisa smith	4			Insufficient power outlets and secure storage to support Domiciliary workflow Require minimum 13 power outlets to charge phones and TcB machines - with potential for duress alarms and laptops to be stored and charged securely overnight to enable availability for use in the community during the day. Temporary plan made to accomodate with review in 3 monts	Pending	Erin Casey	For review post occupancy	
388	3-May	suzie	4	Corridor		Exit/Emergency signs in the corridor adjacent room 4.18 are conflicting.. not to the closest path of travel/exit.	Closed	Sue Valentine	Determined by fire engineer	
418	6 May 201	Glyn Teale	4	near room 4.18		Door into/out of Clinical Directorate has swipe access pad to enter into office area but no door release to exit into the corridor. At present this means this is a blocked Emergency exit	Closed	Lendlease	Will be actioned before the 15th	
462	7-May	sue haines	4		4.12	Missing whiteboard in breakout room	Open	Lendlease	No whiteboard on drawings. Sue Haines to order one	
482	7-May	Joanne Said	4	Outside left 28		There is no rapid emergency access lift swipe card reader next to Lift 28 on Level 4. swipe card reader for rapid emergency access lift was supposed to be installed on ALL floors for use in clinical emergency	Closed		Done as per design. Level 4 not a clinical space and lift priority is for the patient not for the staff	
483	7-May	sue haines	4	Kitchen		drawer above zip water heater very warm by mid way through the day	Closed		Meets installation regulations.	
490	8-May	susan Grioli	4	Meeting rooms		some of the meeting room chairs do not have material backings as per attachment	Closed		That is the design of that type of chair	
498	8-May	Sue haines	4	Kitchen		door to kitchen is very squeaky / noisy - very distracting for people sitting close to kitchen	Closed	Jon Patten	Actioned	14-May
499	8-May	Sue haines	4	Kitchen		door is difficult to close and does not close properly	Closed	Jon patten	Engineering have reviewed	14-May
500	8-May	Sue haines	4	Kitchen		Hot water from hot water tap at sink is just luke warm. Needs to be hotter	Closed	Jon patten	Engineering to review. Tested and is 45C	
513	8-May	Sue haines	4	Back corner fire safety door in directorate area		Vinyl and carpets have not been fixed in place in that corner	Closed	Lendlease		
518	8-May	sue Haines	4	Plant room to office		require noise block of some description from plant room	Closed	Jon Patten	? Matt Perry	
526	9-May	Thao Lu	4	4		working area is very cold today and it is getting worse! It's freezing. (2) contant loud noise coming plant room behind W/S 8 (3) audio in public lifts too loud for both announcement and selectio beep	Closed	Jon Patten	Engineering aware	
586	13-May	Glyn Teale	4	4	4.07	Air cond hum/squeak needs attention please - can wait a few weeks till other issues sorted but wanted to log so I stop thinking about it!	Closed	Andrew McGavin	Was running at a high level. Noise not able to be modified	

672	17-May	Rupert sherwood	4	4		Adjust opening to reduce noise extreme distracting for office staff) suggested to change from push open to turn handle to open ? slower door close mechanism	Pending	Andrew mcGavin	Review in 3-6 months	
764	20-May	Martin Wright	4	4	4.17	airconditioner is excessively noisy	Closed	Lendlease		
811	22-May	sue haines	4	4	staff room	chilled water is from zip tap is at best room temp - definitely not chilled	Closed	Jon patten	Being heated by overly hot cabinetry form hot zip tap. Door removed	
811	22-May	sue haines	4	4	staff room	chilled water is from zip tap is at best room temp - definitely not chilled	Closed	Lendlease	Chilled water being warmed by excessive heat coming from heat unit. Short term solution in plan with longer term plan being investigated	
846	23-May	susan Grioli	4	4	4	Urgent level 4 Back of house lifts comm's room door can open without needing to swipe	Closed	Sue Valentine		
853	23-May	sue haines	4	4	4.05	Door squeaky and on occasions not closing properly	Closed	Angela Cannizzaro		
854	23-May	sue haines	4	4	4.12	additional decal required - to ensure privacy for meeting and limit distractions and maintain confidentiality in meetings	Pending	Adele Mollo		
856	23-May	sue Haines	4	4	4.11	additional decal required - to ensure privacy for meeting and limit distractions and maintain confidentiality in meetings	Pending	Adele Mollo		
857	23-May	sue Haines	4	4	4.1	4.10 additional decal required - to ensure privacy for meeting and limit distractions and maintain confidentiality in meetings	Pending	Adele Mollo		
858	23-May	sue haines	4	4	staff kitchen	hot water from sink tap is lukewarm - requires adjustment	Closed	Lendlease	hot water unable to go any hotter	
859	23-May	Sue Haines	4	4	Clinical Directo	reception (in front of DD and CSD office area glass requires additional decal to maintain confidentiality and privacy	Pending	Adele Mollo		
866	23-May	Jon Patten	4	4	plant room	Medical Suction Equipment in the 4 East Plant room is running constantly, causing the pumps to cut off with low oil. This is sending multiple alerts through to the AHA Pager after hours, resulting in Engineering being called. The system is not holding vacuum pressure, hence the pumps continually running. Engineering have carried out leak investigation, by going through all wards & isolating the Medical suction to the different zones. This has not been succesful in locating the source of use. Further investigation by Busch or Medical Gas installer is required to determine problem.	Closed	Jon Patten		
887	23-May	sue haines	4	4	4	temperature in the clinical directorate drops significantly from approx. 3.30. This has been notice on consecutive days	Closed	Jon Patten		
909	24-May	Sue Haines	4	4	SMS Accomodation	Table in SMS lounge is broken	Closed	Rutna Djeng	Fixed	6/06/2019
910	24-May	sue haines	4	4	SMS Accomodation	cupboard closest to the wall is scratched dinted and pitted	Open	Lendlease	Defect for action	
934	27-May	Amanda Rawlings	4	4		2 x green pedestals are unable to be opened by the key, Engineering have had to break the pedestals open to get belongings out - which means the key locking capability doesn't work.	Open	Rutna Djeng	Engineering have reviewed. Faulty. Schiavello advised last week awaiting advice as to when they can send Technical person to look at	

943	28-May	Ian Plumb	4	4	plant room	medical air compressor keep alarming cooler alarm fault come up on both units after charged up as this goes too pager on regular call.	Closed	Lendlease	Resolved	
988	30-May	Sue Haines	4	4	Kitchen / outdoor area	door stops required to stop doors hitting the glass	Open	Lendlease	Awaiting delivery of door stops	
1002	3-Jun	sue haines	4	4	kitchen	pantry sliding door does not close properly	Open	Lendlease	Engineering have tried to adjust but problem still exists	
113	12/4/19	Sue Haines	4	4		there are no coat hooks for permanent staff to hang coats on the 4th floor (directorate) Placing coats and jackets on the back of chairs could be a tripping hazard. Permanent staff on 4th floor do not have locker availability.	Closed	Adele Mollo	Cupboards and lockers available for staff	
3	2/4/19	Susan Grioli	5	all		no hot water	Closed	Lendlease		2/04/2019
9	7/4/19	Kylie Roper	5	all		Please amend any signs with Parent Accommodation to Support Person's accommodation	Closed	Andrew McGavin	Hard signs have been replaced - electronic signage to be updated	
34	4/4/19	Jacque whitelaw	5	Newborn Services	5.46	Parent bed is missing a mattress	Closed	Sue Valentine	Mattress installed	11/04/2019
39	4/4/19	Maree Comeadow	5	Newborn Services	Bereavement Room	Colour palette on the insert to the cupboard is incorrect. It is blue and should be green, consistent with the floor colours and the other rooms.	Closed	Lendlease	Architect specifications have been checked and this has been done according to plan	1/05/2019
56	5/4/19	Melissa Dodsworth	5	Bereavement room	JK5.052	Bereaved Bed (JK5.052). The services panel next to the headboard does not have medical air. Medical air will need to be installed to ensure a ventilator can be utilised in this room as part of provision of care for the neonatal population in JK. Discussed with Divisional Director and Head of Unit.	Open	Adele Mollo	Services on the panel are as per agreed during design retrofitting solution will be major works. Suggest a small air cylinder to be used in the interim. Users want piped gas.	
60	5/4/19	Melissa Dodsworth	5	Newborn Services	Main entry door	After hours exit signage indicates back of house lifts. After hours exit is through the main door and front of house lifts. 2 signs present in the main reception corridor on Level 5 will need to be amended.	Closed	Lendlease	Signage changed	14/05/2019
61	5/4/19	Melissa Dodsworth	5	Newborn Services	Main entry door	To exit Level 5 Newborn Services through the front main door, there is a swipe proxy card reader where there should be a door release green button. Impact of this is that there is no person situated at the main reception desk 24/7 to facilitate exit from the ward	Closed	Sue Valentine	Completed	7/05/2019
88	10/4/19	Mel Shackell	5	5.054	5.054	Oxygen and air outlets damaged - bent out of shape and flow meter unable to be fitted	Closed	Lendlease	These have all been fixed.	17/04/2019
89	11/4/19	Mel Shackell	5	5.05	5.05	Oxygen and air outlets damaged - bent out of shape and flow meter unable to be fitted	Closed	Lendlease	Fixed	17/04/2019
98	11/4/19	Susan Grioli	5	parentt accom		Parents accommodation wall - sign removed - paint patch up	Closed	Sue Valentine	Completed	17/04/2019
107	12/4/19	Jacque whitelaw	5		JK5.023	Nitric Oxide monitor is wall-mounted at head height. It is in a main access corridor and hence is an OH&S issue as a potential for people to walk into and hit their heads. This was flagged by tour participants on 11/04/19 as the monitor box had recently been erected.	Closed	Andrew McGavin	Needs to be at eye height so that easily read. Tiger tape to be added to reduce likelihood of issues	
153	16/4/19	Sarah Ross	5	5	Bereavement room	No blind on door to outside balcony.	Open	Lendlease	Will be a blind. Due mid June (in progress)	
154	16/4/19	Sarah Ross	5	5	Balconey	No medical gases appropriate to support a neonatal ventilator.	Closed	Sue Valentine	Cupboard on balcony with services inside. Check what gases are there. If no air will need a small cylinder	
166	17/4/19	Katrina Perkovic	5	All	dirty utility room	Both the disinfectant washers on all the wards are missing the keys	Closed	Jon Patten	Keys with engineering	

167	17/4/19	Katrina Perkovic	5	All	dirty utility room	Infection Control needs to contact Miele and Steelco technicians in regards to education on the use of these washers	Closed	Richard Bartolo/Anie Edwards	Information provided to infection control	
173	17/4/19	Katrina Perkovic	5	5	special care nursery rooms	The holes in the MDF are porous and do not meet Infection Control regulations. They need to be individually sealed with a coat of clear varnish	Closed	Lendlease	Lendlease currently progressing. Existing seal with oil based product and another coating of a different type of sealant has not been applied	13/05/2019
174	17/4/19	Katrina Perkovic	5	5	JK5.060	The sink sensor isn't working and the casing isn't put back to the wall	Closed	Lendlease	Plumber reviewed and fixed 30/4	30/04/2019
175	17/4/19	Katrina Perkovic	5	5	outside single rooms	On one side of the ward the alcohol hand rubs and transmission based precaution holders are not present outside the rooms	Closed	Lendlease	Will be resolved by 13th May	
189	17/4/19	Katrina Perkovic	5	5	dirty utility room	the hosing can become an occupational exposure as someone can trip over it	Closed	Sue Valentine	For review	
245	24/4/19	Sarah Ross	5		Public Lift entry	Doors state "Pull to open" but doors open automatically with swipe	Closed	Andrew McGavin	Doors need to have instructions for manual operation when power down	
294	29/4/19	Dung Dang	5	5	Biomedical Workshop	Need cordless phone for workshop area, currently no telephone for staff to call Biomedical Engineering within JK building for equipment repairs and service	Closed	Andrew McGavin	Closed - mobile phones can be used	
304	29/4/19	Sarah Ross	5	Nicu	Portable Xray	Phones and Phone numbers required for Radiology staff to support booking and access to portable x-ray.	Closed	Andrew McGavin	Closed - phones have been issued	
341	30/4/19	Catherine Bain	5		outdoor balcony area - rear access to roof space	At the rear of the outdoor balcony area level 5 - There is an access metal screen door secured only with a slide bolt to access the open roof on the other side. This door didn't have a lock at time of inspection and would allow easy access to the roof space level 5 with only meter high barriers. Safety risk. Door needs securing prior to opening	Closed	Lendlease	Gate now locked	
350	1-May	Dung Dang	5	Biomedical Clean up room	JK5.024	Biomedical Clean Up room needs a secure lock installed as expensive medical equipment and tools will be located within this room. Current there is no lock on the door for this room.	Closed	Dani Meier	Room built according to specifications. If swipe access now required will need to be organised by WH	
378	2-May	Melissa Dodsworth	5	5.52	5.52	Faulty Ceiling tile requires replacement - hole in ceiling tile at office entrance	Closed	Lendlease	Damaged panel	
382	2-May	Kellie foran	5			Swipe access to receiving station of pneumatic tube system is not working. The green light at the top of the swipe access point is off; the door is locked.	Closed	Andrew McGavin	The homing, locks and priority works are all completed with the exception of one latch on level 3 which will be replaced 6/5/19 and end to end testing can then occur	13/05/2019
414	6-May	Kylie Roper	5	ante rooms	8.01	All ante rooms have the hooks for the bedside resus equipment pack within the ante room exposed to the patients germs. These are not disposable bags that the equipment is kept in and not washable between patients. Should all hooks in all ante rooms be moved into the airlock room to mitigate this issue?	Closed	Richard Bartolo	Richard to investigate and advise if minor works required	

428	6-May	Maree Comeadow	5	rooms 5.1-5.12		The Cupboards in the above rooms have holes in them that have exposed timber. This is a significant clinical and infection control risk. The holes are required to be sealed, not painted over with acrylic paint to prevent the high risk of infection and colonisation of a ifection/bug/germ within the unit. This unit is a high risk area with high risk patients. Please note that in the three photos there are pictures of the cupboard, the exposed timber and the required sealing.	Closed		Closed duplicate issue	
429	6-May	Maree Comeadow	5	rooms 5.1-5.12		Doors on these rooms require at least 1 metre of decal as a privacy screen as they are exposed to the open corridor. The privacy decal is required at eye height so that procedures can be performed and privity is maintained for the patients. Also if there is a baby that is palliated, there is no privacy for parents. It is also required for communicating with patients and families	Open	Sue Valentine		
436	6-May	Phuong Nguyen	5	Clean utility Med Room		Door to access medication room (between the CU and med rooms) is not closing properly and is also difficult to open. This poses safety issues as well as not complying with the Drug & Poisons legislations. hence the imprest medication can not be stocked up for this ward--> this may cause potential delay ---- In addition, unauthorised swipe was allowed to gain access to the medication room-->this needs to be reviewed to ensure that only authorised person (s) are granted access to med room.	Closed			
446	7-May	Mel shackell	5	Medication room		Doors to medication rooms not lclosing properly ? due to air pressures. Not a swipe permission issues. Needs to be fixed urgently	Closed			
492	8-May	Dianne Patterson	5	Procedure Room	5.32	Missing 2 sets of first responder pack hooks	Closed	Angela Cannizzaro		15-May
493	8-May	Dianne Patterson	5	NICU cots 5.01-5.08	5.01-5.08	First responder pack hooks missing from these areas. Required in each area	Closed	Angela Cannizzaro		16-May
608	14-May	Dung Dang	5	Biomedical Workshop	JK 5.043	Metal Antigermix stand fixed to floor needs to be removed, was installed incorrectly. Needs to be removed ASAP	Closed	Angela Cannizzaro	Added to minor works list	15/05/2019
631	15-May	Nicole Keogh	5		5.07	Hand washing taps not working, sensor light does not appear to be turned on.	Closed			
632	15-May	Nicole Keogh	5		5.08	Hand washing taps not working, sensor light does not appear to be turned on.	Closed			
634	15-May	Noemi Brofonel	5	Newborn Services	5.06	Broken Switchable glass switch	Closed	Lendlease	Mech pushed through	
635	15-May	Danika Janus	5	Reception area		Sign needed on glass doors to direct parents to press the intercom for entrance. Sign on the door on the way-out to press green button on the left to open doors. Patients don't know what to do and no signage to help them figure it out.	Pending	Christine Neumann		
658	16-May	Dianna Malibunas	5	5	5.06	Glass dimming switch does not have button.	Closed	Andrew mcGavin	duplicate	

661	17-May	Eleni	5	5 Newborn services	5.26	curtain rail insert fell out onto floor	Closed	Lendlease	Defect. Cassette falls out from join.	
721	18-May	Jacquie whitelaw	5	5	consumables room	Door to room has a swipe card access but is not locking when shut, despite swipe reader turning red. Door can be easily pushed open.	Open	Lendlease	Checked on 7/6 and still an issue.	
723	18-May	Jacquie whitelaw	5	5	outside room 5.02	Water and waste contaminate leaking through ceiling and down wall adjacent to entry doors and room 5.02 as a result of the overflowing toilet on Level 6. Escalated to AHA, Engineering nad Lend Lease.	Closed	Jon patten		
727	19-May	Lisa Smith	5	5	5	No access to pantry out of hours for all staff - only one swipe card for whole ward. Not stocked for overnight. Food trays need to be collected by nurses on ND	Closed	Bryan Ross	One card for access to pantry was a design principle	
752	20-May	Tracey Grainger	5	5	5.39	Nurse in charge reported doors very loud when closing overnight	Closed	Andrew McGavin	Unable to be modified	
753	20-May	Tracey Grainger	5	5	5.4	Nurse in charge reported doors very loud when closing overnight	Closed	Andrew McGavin	Unable to be modified	
818	22-May	Phuong Nguyen	5	5	medication room	Medication fridge does not appear to have self closing mechanism on the fridge door--is the self closing mechanism not included in the Nuline fridge range? or is it due to the balance /position of the fridge? please assess The lack of self closing mechanism from the fridge door increases the risk of the fridge to be alarmed, this will have an impact on the medications stored in these fridges NB: all medication fridges (except the double door fridges in birthing and NICU medication room) do not have self closing mechanism.	Open	Lendlease	Nuline to review	
848	23-May	Marnie Pitts	5	5	5.09	Position of emergency equipment. The phillips monitor and neopuff is positioned to the left side of the isolette in this room. When standing next to the isolette using the neopuff on a patient, the emergency buzzer and oxygen blender are out of reach.	Closed		Erin to meet with Mel Dodsworth (Unit Manager) and Dung (Biomed) on Monday to review the setup in all single/HDU rooms now that we are operational in the new space. Setup changes and any recommendations to come out of this meeting Education team in Newborn services to provide some education to nursing staff about how to best position themselves in the new space	
892	23-May	Michelle Ryan	5	5	5.25	Chip/dint in wall above day bed	Closed	Andrew McGavin	Chip possibly due to damage since occupancy.	
898	24-May	Megan Breukers	5	5	5.28	window shutters will not open all the way	Open	lendlease	Waiting for a company to come and address this. Should be finalised by 7/6/19	
899	24-May	Megan Breukers	5	5	5.26	window shutters will not open all the way	Open	lendlease	Waiting for a company to come and address this. Should be finalised by 7/6/19	
917	24-May	Bianca Castagna	5	5		Internal doors are locking at 6 pm when they should be locking at 8 pm, Nurses are having to leave their pods to open the doors for the parents of the babies.	Closed	Dani Meier	As requested by NUM Mel Dodsworth as there is no Ward Clerk after 6pm.	
920	27-May	Sylvs	5	5	5.16	Room 5.16 the hand wash basin is leaking water onto the floor.	Closed			

928	27-May	Phuong Nguyen	5	5	Clean utility me	There is no lock on the door to enter the Clean Utility room, In order for staff to access the medication room, they would need to enter this door. Should there is an incident with the Swipe card access, staff will not be able to access medication in the timely manner. The current standard is to have a lock with the override key for this door. Please assess as this is highly important to mitigate the issue of access to medications.	Closed	Andrew McGavin	This is built as designed. If a the power or security system fail then the door will be open so no override key is required	
960	29-May	Sylvs	5	5	5.14	Blind not being able to go up or down	Open	Lendlease	Engineering have reviewed. Faulty and needs repalcement/repair	
961	29-May	Sylvs	5	5	5.01	Unisex toilet next to store room 5.01 the toilet paper holder is broken.	Open	Angela Cannizzaro	Awaiting dispensers	
995	31-May	Sylvs	5	5	5.43	Disabled toilet oppersite staff base 5C not flushing.	Closed	Jon Patten	Fixed	6/06/2019
1001	3-Jun	Sylvs	5	5	Cleaners room	Cleaners Room the hand wash basin no water.	Closed	Lendlease	Engineering have tried to adjust with sesnor and not able to address. Now raised as a BEIMS RO214039	
1004	4th June	Sylvs	5	5	5.07	Urgent- Pendant hanging from ceiling continuously moving and not locking.	Closed	Andrew McGavin	Was not locked in place. Now fixed	
1007	4-Jun	Sylvs	5	5	Unisex staff toi	Unisex staff toilet lock is faulty when locked it dose not unlock.	Closed	Lendlease	BEIMS raised RO214206 as lock faulty	
1011	4-Jun	Maree comeadow	5	5	unisex toilet be	Lock on door jammed on the weekend resulting in a staff member being locked in the toilet for over an hour and engineering coming to unlock - lock now needs to be assessed and fixed as toilet has been marked out of order.	Closed	Angela Cannizzaro	Closed duplicate issue	
984b	30-May	sylvs	5	5	5.14	Room 5.14 the blind is unable to go up or down.	Closed	Angela Cannizzaro	Closed - duplicate issue	
2	2/4/19	Susan Grioli	6	all		no hot water	Closed	Lendlease		2/04/2019
5	2/4/19	Susan Grioli	6	activity room		external door not closing	Closed	Lendlease		5/04/2019
10	2/4/19	Bryan Ross	6	Ward Pantry		AC Units need to have control mounts fixed to wall	Closed	Lendlease	We have been advised that remote controls are not required as managed by BMS	17/04/2019
13	3/4/19	Lindsay Shaw	6	Children's ward	6.32	There is no privacy on both doors, meaning people can see into room when passing/doing nursing cares. Request for frosted sticker similar to unit managers office goes on door inside the room for privacy	Closed	Lendlease	Decals were missed on some isolation room. Lendlease to action this week	
14	3/4/19	Lindsay Shaw	6	Children's ward	6.01	There is no privacy on both doors, meaning people can see into room when passing/doing nursing cares. Request for frosted sticker similar to unit managers office goes on door inside the room for privacy	Closed	Lendlease	Decals were missed on some isolation room. Lendlease to action this week	
33	4/4/19	Jane Plummer	6	Levels 3, 6, 7 & 8	Pantry	Just checking that soap, hand towel, and hand sanitizers have been allocated to each sink area in the pantries	Closed	Mel Shackell	Not scoped in design. To be ordered and installed ASAP	

67	8/4/19	Lindsay Shaw	6	pt bedroom	601-6.32	I noted today that the bedside bed (the parent/carer bed) is attached to the wall with velcro, the arm of the bed is supposed to be removed at nighttime to create a bed, it has been attached to the wall with heavy duty velcro, when i tried to remove today the wall paper was easy to peel off along with the velcrow. the velcow needs to be removed in all the patient bedrooms from the carer bed so that the parent/carer bed can be used in the way it is meant. There will be issues with the wallpaper being pulled off if this is not rectified. All carer beds in childrens ward are like this.	Closed	Lendlease	Velco being removed. Will be completed by 13th May.	
108	12/4/19	Susan Grioli	6	entry door		Door handle on the left hand side very loose	Closed	Sue Valentine		18/04/2019
112	12/4/19	Susan Grioli	6		tea room	one of the microwave rubber leg is missing	Closed	Lendlease		
176	17/4/19	Katrina Perkovic	6	6	outside single rooms	On one side of the ward the alcohol hand rubs and transmission based precaution holders are not present outside the rooms	Closed	Lendlease	Completed	
179	17/4/19	Katrina Perkovic	6	6	6.36	Outside the play area room there is no alcoholic hand rub dispenser	Closed	Richard bartolo	Richard to organise	
188	17/4/19	Katrina Perkovic	6	6	dirty utility room	the hosing can become an occupational exposure as someone can trip over it	Closed	Sue Valentine	For review	
199	18/4/19	Wendy watson	6		Resus Trolley bay	Level 6 – security camera needs to be moved slightly to view the resus trolley on the Paediatric Floor– Dani aware of location	Open	Dani Meier	Quote from Siemens requested - New works. Will not be completed before 15th May	
212	23/4/19	Lindsay Shaw	6	6	6.09 & 6.24	Button in room on switch is stuck when turning light on, top right hand button. Noted on walk the other day.	Closed	Lendlease	In HDU rooms. Faulty switch?	23/05/2019
299	29/4/19	Sarah Ross	6	6	Treatment room	Oxygen and suction flow not connected in Treatment Room.	Closed	Mel Shackell	Missing flow meters. This is currently being addressed and flow meters will be in place by 15th May. Di Patterson actioning	
300	29/4/19	Sarah Ross	6	6	Treatment room	Corridor to access Treatment Room is quite narrow making it difficult to access the room with a bed / trolley in an emergency	Closed	Erin Casey	Operational issue. Users will need to be aware that space is tight.	
301	29/4/19	Sarah Ross	6	6	childrens ward	Paediatric Code Blue Response - Backpack carried from ED is very heavy for staff to carry and still arrive in a physical condition to respond.	Closed	Wendy Watson	There will be new response trolleys in place in late May which will eliminate this risk. An interim measure is in place which is using an ED trolley to transport the backpack	
305	29/4/19	Sarah Ross	6	6	6.1	Phones sometimes very hard to hear and intermittently lose reception in ED / black spots on Level 6 (room 6.10).	Closed	Andrew McGavin	Reception issues in HCU. Check with ICT re. WAPs. Wifi reception tested by ICT on 10/5/19	
306	29/4/19	Sarah ross	6	6	All	Travel time between ED and Children's Ward with wheelchair is at least 9 mins - Further education of staff required regarding travel distances and implications for oxygen etc during transfer.	Closed	Erin Casey	OUTCOME - Feedback to T&O Project Manager re. QRG on this pathway already developed and available on JKWC Information Site. Pathway has also been part of education/training including tours and soft launch. Issue re. oxygen for transit route being addressed already	2/05/2019
322	29/4/19	Mel Shackell	6	6		add warning signs to doors that open automatically outwards	Closed	Mel Shackell	Signs in place	
332	2/4/19	Susan Grioli	6	Parent Lounge		Glue on carpet	Closed	Lendlease		

343	30/4/19	Bryan Ross	6	Ward Pantries		Dishwashers need to have ECOLAB technicians come out and install chemical dispenser. At present only Rinse Aid dispenser installed	Closed	Lendlease		
415	6-May	Kylie Roper	6	ante rooms	8.01	All ante rooms have the hooks for the bedside resus equipment pack within the ante room exposed to the patients germs. These are not disposable bags that the equipment is kept in and not washable between patients. Should all hooks in all ante rooms be moved into the airlock room to mitigate this issue?	Closed	Richard Bartolo	Richard to investigate and advise if minor works required	
435	6-May	Phuong Nguyen	6	Medication room	JK6036	Door to access medication room (between the CU and med rooms) is not closing properly and is also difficult to open. This poses safety issues as well as not complying with the Drug & Poisons legislations. hence the imprest medication can not be stocked up for this ward--> this may cause potential delay ----	Closed			
447	7-May	Mel shackell	6	Medication room		Doors to medication rooms not lclosing properly ? due to air pressures. Not a swipe permission issues. Needs to be fixed urgently	Closed			
511	8-May	Lindsay Shaw	6	6.24	6.24	Light not turning off from switch.	Closed	Lendlease	Problem with the top Right switch for 6.09 and the light for 6.24 – these are the double sliding door end rooms on level 6. The light cannot be switched off (it is more of a click in switch than a flick down) and although it seems to get a bit brighter if you push it, it wont switch off – whereas the adjacent bed works fine.	5/06/2019
533	9-May	Lindsay Shaw	6	Treatment room	6.34	Light switch broken	Closed	Lendlease		
543	10-May	Rachael Brien	6	Childrens ward	6.01	Magnet used to change window blinds is broken and falls off window when blind orientation is changed	Open	Lendlease	New window ordered.	
544	10-May	Rachael Brien	6	Staff room	Staff room	Microwave in staff tea room is missing the left front leg making it unstable	Closed	Lendlease	Lendlease to find solution	
545	10-May	Rachael Brien	6	Medication room	Medication	Medication computer appears to be installed too high and cannot be lowered. Also you are unable to pull the mouse pad out to the right hand side fully due to the location of the S8 cupboard	Closed	ICT	The medication room thin clients have been checked by OHS who have agreed a one off on the height of the thin clients as the location of the GPO and data have been the major constraints as to how all medication room thin clients are placed. The principle has been the same throughout the building. Apparently, not much keyboard use is required in the medication rooms as the nurse will still have their WOW with them. It's more of a tap on and tap off and mouse clicks. Again the safes were installed too close to the bracket location but the mouse pad comes out enough to allow the use of the mouse.	
547	10-May	Dianne Patterson	6	Childrens ward	6.01	Interstitial blind on outdoor window difficult to raise and lower	Pending		Monitor	
612	14-May	Jon Patten	6	6	20	Toilet not flushing in room 20. WH Plumber has confirmed this issue.	Closed	Lendlease		
652	16-May	Dianne Patterson	6	6		Handle on main entrance door is very loose	Closed	Lendlease	Door from front of house lift lobby into ward	
674	17-May	Lindsay shaw	6	6	all areas	Taps in rooms turning on spontaneously waking up patients, even in empty rooms ?set off by air-conditioning?	Closed	Andrew mcGavin	Some taps programmed to flush when inactive for example in unoccupied room. Other sensor tap issues resolved	
675	17-May	Lindsay shaw	6	6	6.28	Power points in metal casing next to suction and oxygen outlet in bed 28 not working.	Closed	Jon Patten	Resest and now working	21/05/2019

676	17-May	Lindsay shaw	6	6	6A	Lights on night mode, very bright overnight. Not dim enough and bright in bedrooms.	Open	Jon Patten	To be addressed on 6/6	
677	17-May	Lindsay shaw	6	6	6B	Lights on night mode, very bright overnight. Not dim enough and bright in bedrooms.	Open	Jon Patten	To be addressed on 6/6	
678	17-May	Lindsay shaw	6	6	ward clerk desk	Lights on night mode, very bright overnight. Not dim enough and bright in bedrooms.	Open	Jon Patten	To be addressed on 6/6	
682	17-May	Lindsay Shaw	6	6	6.23	No glove holders in all of the four rooms mentioned, really need glove holders.	Closed	Angela Cannizzaro		
683	17-May	Lindsay Shaw	6	6	6.24	No glove holders in all of the four rooms mentioned, really need glove holders.	Closed	Angela Cannizzaro		
684	17-May	Lindsay Shaw	6	6	6.1	No glove holders in all of the four rooms mentioned, really need glove holders.	Closed	Angela Cannizzaro		
685	17-May	Lindsay Shaw	6	6	6.09	No glove holders in all of the four rooms mentioned, really need glove holders.	Closed	Angela Cannizzaro		
722	18-May	Jacque whitelaw	6	6	Toilet besides room 6.01	overflowing toilet. Escalated to AHA, who phoned Engineering and Lend Lease to resolve issue. Sink oposite this room also affected. not draining.	Closed	Jon patten		
731	19-May	Lisa Smith	6	6	inpatient wards corridors	Night lighting too bright in ward areas.	Open	Jon Patten	engineering have had training and can now adjust lighting via lighting control - dynalight	
749	20-May	Erin turnball	6	6	bedrooms	Level 6 are reporting numerous loud squeaking doors on patient bedrooms. Only using bedrooms near staff base A	Closed	Jon Patten		
782	21-May	Erin turnball	6	6	6.09	Sensor taps are activating randomly when not in use. Staff concerned re: water wastage, and patients being woken by sound unnecessarily. Rooms affected listed above	Closed	Jon Patten	Some taps programmed to flush when inactive for example in unoccupied room. Other sensor tap issues resolved	
783	21-May	Erin turnball	6	6	6.1	Sensor taps are activating randomly when not in use. Staff concerned re: water wastage, and patients being woken by sound unnecessarily. Rooms affected listed above	Closed	Jon Patten	Some taps programmed to flush when inactive for example in unoccupied room. Other sensor tap issues resolved	
784	21-May	Erin turnball	6	6	6.13	Sensor taps are activating randomly when not in use. Staff concerned re: water wastage, and patients being woken by sound unnecessarily. Rooms affected listed above	Closed	Jon Patten	Some taps programmed to flush when inactive for example in unoccupied room. Other sensor tap issues resolved	
785	21-May	Erin turnball	6	6	6.14	Sensor taps are activating randomly when not in use. Staff concerned re: water wastage, and patients being woken by sound unnecessarily. Rooms affected listed above	Closed	Jon Patten	Some taps programmed to flush when inactive for example in unoccupied room. Other sensor tap issues resolved	
786	21-May	Erin turnball	6	6	6.15	Sensor taps are activating randomly when not in use. Staff concerned re: water wastage, and patients being woken by sound unnecessarily. Rooms affected listed above	Closed	Jon Patten	Some taps programmed to flush when inactive for example in unoccupied room. Other sensor tap issues resolved	
802	21-May	Eve Godber	6		6	Tap/sinkin bed 19-sensor isn't working properly. Took multiple attempts to get it to pick up hand-had to tap sensor to get it to work	Closed	Jon patten	Completed	

804	21-May	Maree comeadow	6	6	0	Air-conditioning in the staff room does not appear to be working. Room is extremely warm, no air flow. There is no change to the temperature regardless of the number of people in there. Entered the room today when no one had been in there and very warm. Entered when staff were on their tea break and nearly unbearable.	Closed	Jon patten		
806	21-May	Eve Godber	6	6	foyer	Bifold doors for exiting to the public lift lobby-button to open doors is not working. Opening inwards for entry with no issues- only the button to exit	Closed	Dani Meier	The level 6 door has been fixed up to open when the PTE button on the inside is pressed	
819	22-May	Phuong Nguyen	6	6	medication room	Medication fridge does not appear to have self closing mechanism on the fridge door--is the self closing mechanism not included in the Nuline fridge range? or is it due to the balance /position of the fridge? please assess The lack of self closing mechanism from the fridge door increases the risk of the fridge to be alarmed, this will have an impact on the medications stored in these fridges NB: all medication fridges (except the double door fridges in birthing and NICU medication room) do not have self closing mechanism.	Open	Lendlease	Nuline to review door weighting	
825	22-May	Erin Casey	6	6	outside all wards	Perspex document holders have arrived for storage of patient bedside notes on Levels 6, 7 and 8. Need to be installed onto walls outside each patient bedroom. Handyman to complete this installation 22/05/19 as discussed with Susan Grioli. Thanks	Closed	Angela Cannizzaro	Additional holders on order	
826	22-May	Erin Casey	6	6	outside all wards	Perspex document holders have arrived for storage of patient bedside notes on Levels 6, 7 and 8. Need to be installed onto walls outside each patient bedroom. Handyman to complete this installation 22/05/19 as discussed with Susan Grioli. Thanks	Closed	Angela Cannizzaro	Additional holders on order	
827	22-May	Erin Casey	6	6	outside all wards	Perspex document holders have arrived for storage of patient bedside notes on Levels 6, 7 and 8. Need to be installed onto walls outside each patient bedroom. Handyman to complete this installation 22/05/19 as discussed with Susan Grioli. Thanks	Closed	Angela Cannizzaro	Additional holders on order	
851	23-May	Dianne Patterson	6	6	6.02	Patient curtain has fallen off the tracks	Closed	lendlease		
902	24-May	Jessica	6	6	near medication room	First Sink outside medication room, sink sensor is not working.	Closed	Jon Patten		
903	24-May	Jessica	6	6	2	CURTAIN IS BROKEN.	Closed	lendlease		
904	24-May	Jessica	6	6	1	TAP IS NOT WORKING	Closed	Jon Patten		
905	24-May	Jessica	6	6	bed 4	CURTAIN RAIL KEEPS DROPPING OFF	Closed	lendlease		
906	24-May	Jessica	6	6		STAFF ROOM NO AIR COMING INTO THE ROOM- TOO HOT IN THE ROOM	Closed	Jon Patten		
942	28-May	Lindsay shaw	6	6	6.01	Negative pressure room not reaching pressure to 15 and room very noisy as if leak somewhere. Unable to use for negative pressure at this time	Closed	Jon Patten	D and E completed	
969	30-May	Dianne Patterson	6	6	childrens ward foyer	Floor directory screen outside lifts not working screen black	Closed	Angela Cannizzaro		

994	31-May	Tammy Bugeja	6	6	6.03	Curtain Hanging off in room - Track is Broken (Urgent - Patient has No Curtain / No Privacy)	Closed	Lendlease	Fixed	
4	2/4/19	Susan Grioli	7	all		no hot water	Closed	Lendlease		2/04/2019
7	2/4/19	Susan Grioli	7	all		Glue on floor	Closed	Lendlease		2/04/2019
11	2/4/19	Bryan Ross	7	Ward Pantry		AC Units need to have control mounts fixed to wall	Closed	Lendlease	We have been advised that remote controls are not required as managed by BMS	17/04/2019
31	3/4/19	Charlene Gatt	7			Also swipe key - will not lock	Closed	Andrew McGavin	Faulty reader replaced	18/04/2019
87	9/4/19	Mel Shackell	7	7.23	7.23	Oxygen and air outlets damaged - bent out of shape and flow meter unable to be fitted	Closed	Lendlease	These have all been fixed.	17/04/2019
92	10/4/19	Leigh Odum	7	ward		It has been noted that the current documentation/folder holders outside the inpatient rooms on level 7 and 8 just fit a A4 size piece of paper. We require this folder holder to fit x2 folders for both Mother and baby's documentation , please see photo attached of the folder holder that current fits out folders required.	Closed	Sue Valentine	The document holders outside the patient rooms are for contact precaution information not patient notes	3/05/2019
94	10/4/19	Leigh Odum	7	workstation A&B		Cupboards at work station A and B on 8 have folder holders in them. These cupboards currently have doors on them which are required to be removed to ensure easy and safe access to patient notes.	Closed	angela Cannizzaro	Cupbard doors to remain in place	
100	11/4/19	Susan Grioli	7			during regular patrol security notices Chute making constant noise	Closed			
145	16/4/19	Grace Crowe	7	7		There is currently nowhere to store patients bedside notes. There is small plastic A4 pockets outside the room however they are not an adequate size to fit current folders and I have also been informed they are not for inpatient notes but for signs making note of patients that are infectious. This has been raised by a number of clinical staff on bulding orientation and requires a solution prior to move day to support provision of care	Closed	Erin Casey	The holders at the room entrance are for displaying infection control contact precaution information. Patient notes are to be stored in cupboard in work room as agreed with NUM	18/04/2019
157	16/4/19	Eleanore Ryan	7	7	All rooms	The wall air doesn not require a flow meter- this is a clinical risk for someone accidently giving air instead on Oxygen- could be very dangerous need to be taken off	Closed	NUM	NUM's/MUM's to removed flow meters for air if not required.	30/04/2019
177	17/4/19	Katrina Perkovic	7	7	outside single rooms	On one side of the ward the alcohol hand rubs and transmission based precaution holders are not present outside the rooms	Closed	Lendlease	Completed	
180	17/4/19	Katrina Perkovic	7	7	JK7.82	All isolation rooms need to have a negative pressure of 30 and the anti room needs to be a negative pressure of 15. loud whistling noises in some rooms and some rooms dont switch off.	Closed	Jon Patten	All negative pressures need to be tested and turned on if required on 12/5 by Jon patten	15/05/2019
181	17/4/19	Katrina Perkovic	7	Outside anteroom	JK7.006	the Transmission based Precaution holder need to be fixed to the outside wall of the room	Closed	Lendlease	completed	
182	17/4/19	Katrina Perkovic	7	Bed number 1	JK7.020	the alcoholic bed rub and transmission based precaution holder is located on the floor needs to be fixed to the wall	Closed	Lendlease	Completed	
183	17/4/19	Katrina Perkovic	7	Meds room	JK7.039	The hot water tap is too tight and doesnt turn on or turn off properly	Closed	Lendlease	Attended to and closed out 29/04/2019	29/04/2019
184	17/4/19	Katrina Perkovic	7	7	C12 hub	behind the glove holder it is covered in plaster dust	Closed	Mel Shackell	closed - no issue identified	

185	17/4/19	Katrina Perkovic	7	outside rooms	All rooms	the rooms do not have alcoholic hand rub dispensers located out side the room and no transmission based precaution holders	Closed	Lendlease	closed duplicate issue	
187	17/4/19	Katrina Perkovic	7	7	dirty utility room	the hosing can become an occupational exposure as someone can trip over it	Closed	Sue Valentine	For review	
191	17/4/19	Val dibella	7	7	7.36	Treatment rooms were to be set up so that a neonatal resuscitaire stays plugged into the wall (power and air and oxygen). However, there is equipment in the way both underneath the oxygen, air and suction outlets and things on the wall next to the outlets ?plastic glove holder so no room for a resuscitair. Picture attached. can the equipement below oxygen go on opposite wall and can glove holder be moved?	Closed	Sue Valentine	This room was intended as an adult treatment room. The items on the wall panel i.e. sygmph can be removed.	
206	18/4/19	Lucy Nash	7	7	Treatment Room	Swipe access for treatment room - significant clinical risk as newborn resuscitaire is kept in here - we require doors to be able to be kept open in case of Met Call and Code Blue. Not appropriate to have to swipe in a case of emergency into the room	Closed	Dani Meier	Completed	
207	18/4/19	Charlene Gatt	7	7	Milk room	Milk Room has swipe access for first area - where parents are allowed to go to make formula. Please remove/deactive swipe access for this door Swipe access should have been on the second door in milk room where EBM is stored and required to be locked away.	Open	Dani Meier	Quote requested from Siemens and works to be progressed.	
208	18/4/19	Lucy Nash	7	All		In all patient rooms, smaller door of the double doors - hits the curtain rail - which will always occur during patient transfers/ and at risk of removing plaster from wall/and curtains/curtain railing could potentially fall when constantly hit. Can curtain rain be lifted higher? Or can protectors/door stops be used as well.	Closed	Sue Valentine	All stoppers now insitu	3/05/2019
255	24/4/19	Sarah Ross	7		wards 7 and 8	Anti D - Workflow for delivery of Anti D to the ward not confirmed.	Closed	Erin Casey	OUTCOME - No blood products to be delivered to wards 7 and 8 as detailed in the QRG on the JKWC Information Site and in the relevant Pathology and blood products PPG. Anti D to be collected as per current process from the lab. Written instructions and confirmation of what can/can't be sent via the pneumatic tube for each ward/level to be added to each PTS station prior to clinical move day	2/05/2019
278	26/4/19	Susan Grioli	7	7	7.37	Attach a small video and picture for the exhaust fan at level 7 baby bath room 7.37 the exhaust is vibrating so fast and making loud noise.	Closed	Lendlease	Defect for action	23/05/2019
323	29/4/19	Mel Shackell	7	7		add warning signs to doors that open automatically outwards	Closed	Mel Shackell	Signs in place	

339	30/4/19	Catherine Bain	7	Double doors to indoor / outdoor room		Double doors off corridor to access the outdoor area on level 7 has a top and bottom bolt. The top bolt is fine, The bottom bolt does not have a hole to slide the bolt into and on a windy day like today it rattles a lot and is not safe. - needs hole for bolt to slide into to secure bottom of doors.	Closed	Lendlease		
344	30/4/19	Bryan Ross	7	Ward Pantries		Dishwashers need to have ECOLAB technicians come out and install chemical dispenser. At present only Rinse Aid dispenser installed	Closed	Lendlease		
351	1-May	Lucy Nash	7	7.24		Ensuite call bell (under shower head) is unable to be turned off - and is constantly ringing	Closed	Andrew McGavin		
352	1-May	Lucy Nash	7	Front door entrance		Front doors - near ward clerk and that access ward from front out house lifts, open when swiped, however you cannot use 'press to exit' once inside ward - doors do not open automatically to get back out	Closed	Andrew McGavin		
416	6-May	Kylie Roper	7	ante rooms	8.01	All ante rooms have the hooks for the bedside resus equipment pack within the ante room exposed to the patients germs. These are not disposable bags that the equipment is kept in and not washable between patients. Should all hooks in all ante rooms be moved into the airlock room to mitigate this issue?	Closed	Richard Bartolo	Richard to investigate and advise if minor works required	
433	6-May	Phuong Nguyen	7	Clean utility / med room	JK7039	Both doors to gain access to medication rooms are not closing properly- This poses a safety risk to the storage of medication. In addition, the medication room appears to be very warm, this will affect the storage of medications and hence can have implications to patient care--> Andrew MacGavin is having temporary measure in place however will need a permanent solution to ensure security (doorclosure) and the right temperature for medication storage are maintained	Closed			
448	7-May	Mel Shackell	7	Medication room		Doors to medication rooms not closing properly ? due to air pressures. Not a swipe permission issues. Needs to be fixed urgently	Closed			
451	7-May	Leigh Odum	7	womens Ward	7.34	Faucet tap has both Hot and cold water, this tap will be used to make formula, only hot water can be used to make formula. Can the cold water please be shut off to ensure there is no risk of families using cold water to make formula	Closed		BEIMS	
453	7-May	Leigh Odum	7	womens Ward	7.36	Doors to this room have no swipe access which is correct however there is no magnets for the doors to stay open on both entry points into the room in the event of an emergency. This room is where our neonatal resus will be, in the event of a code a midwife will bring the baby into this room followed by multiple staff. It is essential that there is a function of the doors being able to be held open by magnets if required.	Closed	Sue Valentine	Room built according to specifications. The swipe access has been disabled and whether a door opener can be added will be reviewed	
472	7-May	Lucy Nash	7		7.01	Vent in negative pressure room gaping, when you enter into patient room on right hand side behind door.	Closed	Lendlease	Being actioned - cover has come off and will be fixed	
474	7-May	Lucy Nash	7		7.25	Paint on cupboard and windows	Closed	Lendlease		
475	7-May	Lucy Nash	7		7.2	Left hand side of window frame - dint	Closed	Lendlease	Can't be resolved	

477	7-May	Lucy Nash	7	All pt rooms		No bed stoppers on ground in patient rooms, to stop beds hitting the wall Currently beds hit wall/ risk of breaking light attached to wall on bed from IV pole and will potentially scratch/wear wall rapidly when bed controls used	Closed		Not part of design. Beds have protection on the end of the bed	
478	7-May	Lucy Nash	7		7.32	Door bed sign on glass (green circle) - no sticker on back can see glue/writing (white sticker on every other door number sign when on glass doors)	Closed	Lendlease	New stickers on order	28/05/2019
488	8-May	Dianne Patterson	7	Treatment room	7.36	Suction bracket missing	Closed	angela Cannizzaro	Suction brackets installed	
494	8-May	Lucy Nash	7		7.09, 7.10,7.23,7.24	No glove holders in inpatient room These rooms have 2 sinks in each and require glove holders near each - poor functionality if not inserted. And two of these rooms are for gynae patients which use a lot of gloves	Closed	Angela Cannizzaro		
495	8-May	Lucy Nash	7		7.23	7 screws hanging out of wall behind each bed - please remove or install bracket/tracker In other rooms which are similar layout (7.09 and 7.10) there is a bracket/tracker installed there	Closed	Lendlease	Bracket installed	
496	8-May	Lucy Nash	7		7.24	7 screws hanging out of wall behind each bed - please remove or install bracket/tracker In other rooms which are similar layout (7.09 and 7.10) there is a bracket/tracker installed there	Closed	Lendlease	Bracket installed	
504	8-May	Leigh Odum	7	womens ward / all rooms	level 7 &8	Patient call bell and emergency call bell not going to CISCO phones, if this function isn't going to be ready for opening then the volume needs to be turned up in wards as unable to hear when in room and very quiet in hall way	Closed		Volumes adjusted 13/5/19. Functionality of nurse call to phones to be rolled out at a later stage	
519	8-May	Lucy Nash	7		7.4	underdesk pedestal is faulty	Closed	Rutna Djeng	This is not an underdesk pedestal it is a 4 drawer cabinet. Bottom drawer unable to be opened now fixed.	
527	9-May	Phuong Nguyen	7		JK7.038	Temperature within the medication room has been consistently high since 8:00pm 8/05/19 . Log tag data showed that sitting between 25.6-25.8 degrees. The required temperature of the medication room is to be below 25 degrees. This issue needs to be rectify to ensure the efficacy of the medication is maintained and thus to ensure patient safety is achieved. There is a possibility that these medications may need to be removed and the room will not be stocked until this issue is rectified.	Closed		For the short term: Andrew Mc Gavin reduced the ambient temperature to the area. There is no temperature sensor in the medication room hence there is no way to tract the ambient temperature of this room. Pharmacy put a Log tag in the room as a temporary measure and we will down load the data on daily basis. For the medium term: The engineers from Lendlease is working on it to resolve the issue.	

528	9-May	Phuong Nguyen	7		JK7.038	The medication room appears to be very warm this morning . The required temperature of the medication room is to be below 25 degrees. I am able to find a spare log tag to start monitor this room as of today. This issue needs to be rectify to ensure the efficacy of the medication is maintained and thus to ensure patient safety is achieved. There is a possibility that these medications may need to be removed and the room will not be stocked until this issue is rectified.	Closed		For the short term: Andrew Mc Gavin reduced the ambient temperature to the area. There is no temperature sensor in the medication room hence there is no way to tract the ambient temperature of this room. Pharmacy put a Log tag in the room as a temporary measure and we will down load the data on daily basis. For the medium term: The engineers from Lendlease is working on it to resolve the issue.	
540	10-May	Lucy Nash	7	7B	7B Staff base	One phone at nuses station not connected, and no cabling free to connect to phone network	Closed	Andrew McGavin	Checked no issues	
576	13-May	Angela Cannizzaro	7	7	7.24 7.23	screws on walls ?? Missing track - photos	Closed	Angela Cannizzaro	completed	16-May
577	13-May	Angela Cannizzaro	7	Women's	7.32	Back of sticker missing - photo	Closed		Closed duplicate issue	
636	15-May	Ian Kenny	7	All pt rooms		Ian Kenny (ANUM) reported during Quality rounding (evening 15 May 2019) that patient rooms on level 7 currently do not have sharp disposal containers. Staff are therefore required to transport sharps outside clinical room for disposal.	Closed		Sharps bins are not located in every room but are on trolleys. The NUM is aware of this and this is as per design.	16/05/2019
637	15-May	Ian Kenny	7	Pt Kitchen		'Zip' device unable to hold water at boiling for required 5 mins when making bottles of milk. Staff are currently using sterile water from Pharmacy when making warm milk for baby bottles.	Closed	Erin Casey	Zip taps don't come at 100 degrees as a safety feature. Bottles should be made using kettle.	
670	17-May	Leigh Odlum	7	7	Staff Room	Bell alerts for non emergency in staffroom can this please be configured to only alert for emergencies	Open	Andrew mcGavin	Hills actioning this	
690	17-May	Summa Grogan	7	7	Dirty utility B	Pan flushed error message	Closed	Jon patten	Error was due to missing detergent. Nursing staff to be educated about pan flusher detergent top up	
691	17-May	Summa Grogan	7	7	Birty utility B	Dish washer coming up with fault error	Closed	Andrew mcGavin		
694	17-May	Lucy Nash	7	7	7A Base	ICT have installed Journey Boards in both 7A and 7B and have asked for brackets attached to wall in 1B near journey board, to be relocated to Staff Bases A and B so the iPads can be installed for use	Closed	Idi Baira	ICT to review	
695	17-May	Lucy Nash	7	7	7B Staff base	ICT have installed Journey Boards in both 7A and 7B and have asked for brackets attached to wall in 1B near journey board, to be relocated to Staff Bases A and B so the iPads can be installed for use	Closed	Idi Baira	ICT to review	
698	17-May	Summa Grogan	7	7	11	Room Temperatures hot, does not seem to have aircon running	Closed	Jon Patten	Temperatures adjusted	
699	17-May	Summa Grogan	7	7	12	Room Temperatures hot, does not seem to have aircon running	Closed	Jon Patten	Temperatures adjusted	
700	17-May	Summa Grogan	7	7	13	Room Temperatures hot, does not seem to have aircon running	Closed	Jon Patten	Temperatures adjusted	
701	17-May	summa Grogan	7	7	7	Taps keep turning selves on and stay running	Closed	Jon Patten	Some taps programmed to flush when inactive for example in unoccupied room. Other sensor tap issues resolved	
702	17-May	summa Grogan	7	7	15	Taps keep turning selves on and stay running	Closed	Jon Patten	Some taps programmed to flush when inactive for example in unoccupied room. Other sensor tap issues resolved	

703	17-May	summa Grogan	7	7	30	Taps keep turning selves on and stay running	Closed	Jon Patten	Some taps programmed to flush when inactive for example in unoccupied room. Other sensor tap issues resolved	
704	17-May	summa Grogan	7	7	31	Taps keep turning selves on and stay running	Closed	Jon Patten	Some taps programmed to flush when inactive for example in unoccupied room. Other sensor tap issues resolved	
708	17-May	Lucy Nash	7	7		No sharps containers mounted in every room - clinical risk carrying sharps around after use as not enough sharps containers in ward for midwives and nurses	Open	Marie Brennan	Additional sharps bins have been ordered and we are awaiting delivery	
717	18-May	maree Dell	7	7	7.34	swipe entry into milk room requires midwives to have to open the door for mothers to access milk. Once in the milk room though the families are able to go into the next room with the fridge's without a swipe. no food for families overnight lack of sharps bins a lot of mess in pantries on every level IC midwife is required to swipe all staff into the pantry to access jugs and glasses	Closed	Bryan Ross	Milk room swipe built as per plans. Quote for change has been requested. Issues re. pantry access for further discussion with ops manager and UM's	
719	18-May	Jacque whitelaw	7	7	Dirty utility room	Pan flushers both out of action when I went around at 2 pm. Staff report that these have been fixed a couple of times, and break down several uses later. Escalated to engineering on the 18/05/19 evening	Closed	Jon patten		
729	19-May	Lucy Nash	7	7	staff room	Call bell annunciator in staff room - too loud. Was meant to only sound for emergency buzzer. Please switch sound off - unless emergency	Closed	Andrew McGavin	Closed duplicate issue	
732	19-May	Lisa Smith	7	7	inpatient wards corridors	Night lighting too bright in ward areas.	Open	Jon Patten	engineering have had training and can now adjust lighting via lighting control - dynalight	
735	19-May	Lucy Nash	7	7	Staff Base	All portable CISCO phones on Level 7 unable to talk/hear on them even for short conversations. Keep dropping in and out of wifi, meaning you cannot call on them either Battery does not last a whole shift - despite being full charge.	Closed	ICT	Implementing solution to CISCO phones issues	
736	19-May	Lisa Smith	7	7	7	Food model for breakfast where women are required to access their own breakfast does not provide a suitable option for women who are post birth and unable to easily access breakfast. The resultant impact is midwives are required to serve women breakfast at the same time as trying to provide clinical care and administer 0800 drugs and 0800 observations	Closed	Bryan Ross	Meeting between Bryan and UM's to be set up	
741	19-May	Ian Kenny	7	7	clean utility	Automatic door closer has become detached	Closed	Lendlease	Lendlease to repair	23/05/2019
742	19-May	Ian Kenny	7	7	All	Cisco phones not able to communicate with Sunshine pharmacy.	Closed		Tested. No issues.	
744	19-May	Leigh Odum	7	7	7B	Reports of aircon being cold at workstation 7B and 8.14	Closed	Jon Patten		
745	19-May	Leigh Odum	7	7	8.14	Reports of aircon being cold at workstation 7B and 8.14	Closed	Jon Patten		
772	20-May	Emma Heard	7	7	9	These rooms have been reported to be too hot but the patients and staff	Closed	Jon Patten		

773	20-May	Emma Heard	7	7	10	These rooms have been reported to be too hot but the patients and staff	Closed	Jon Patten		
774	20-May	Emma Heard	7	7	12	These rooms have been reported to be too hot but the patients and staff	Closed	Jon Patten		
775	20-May	Emma Heard	7	7	14	These rooms have been reported to be too hot but the patients and staff	Closed	Jon Patten		
776	20-May	Emma Heard	7	7	15	These rooms have been reported to be too hot but the patients and staff	Closed	Jon Patten		
777	20-May	Yvonne chan	7	7	Clean utility	Door locks, but once opened, does not close automatically.	Closed	Lendlease		
781	21-May	Erin turnball	7	7	7.15	Patient complain re: temperature in this room Significantly colder than other rooms as per MW Rooms 7.13 and 7.14 also quite cold	Closed	Jon Patten		
792	21-May	Lucy Nash	7	7	7.15	Patient room is freezing, patient has multiple blankets still cold Can temperature please be adjusted	Closed	Jon patten		
793	21-May	Lucy Nash	7	7	Staff room	Air temperature too hot in staff room	Closed	Jon patten		
799	21-May	Summa Grogan	7	7	Staff toilet	Toilet paper dispenser broken, does not close	Open	Angela Cannizzaro	Broken. For replacement.	
810	21-May	Summa Grogan	7	7	Staff Room	MW raised frustrations about noise in tea room. Requested that call bell should be turned off (with the exception of emergency bell)	Closed	Andrew Mcgavin	Duplicate issue	
810	21-May	Summa Grogan	7	7	Staff Room	MW raised frustrations about noise in tea room. Requested that call bell should be turned off (with the exception of emergency bell)	Closed	Andrew Mcgavin	Duplicate issue	
820	22-May	phuong Nguyen	7	7	medication room	Medication fridge does not appear to have self closing mechanism on the fridge door--is the self closing mechanism not included in the Nuline fridge range? or is it due to the balance /position of the fridge? please assess The lack of self closing mechanism from the fridge door increases the risk of the fridge to be alarmed, this will have an impact on the medications stored in these fridges NB: all medication fridges (except the double door fridges in birthing and NICU medication room) do not have self closing mechanism.	Closed	Andrew McGavin	Not designed to have self closing doors	
843	22-May	Ian Kenny	7	7	7.42	Noisy airconditioner vent in 7.42	Closed	Jon Patten		
849	23-May	Olivia	7	7	Bed 13 and oth	Automatic sensor taps go off without someone using it. Patients have reported tap turning on during the night and giving them a fright. Also taps seems to run for a long period of time.	Closed	Jon Patten	Completed	
850	23-May	Olivia	7	7	Bed 13	Toilet paper holder broken off - falls off	Open	Angela Cannizzaro		
864	23-May	Maree Dell	7	7	Ward clerk des	data points require replacing as per IT as a matter of urgency	Closed	Idi Baira		
880	23-May	Lisa smith	7	7	birthing medication rooms	Require wall mounted clock in medicarton room in birthing medication room Require wall mounted clocks in all rooms on 7th floor	Pending	Erin Casey	For review in 3 months	

885	23-May	Lucy Nash	7	7	outdoor area off pt lounge	Received 1 key from security for outdoor area. There are 2 doors that open to this space, that require a key to open - do not stay open when you unlock using key. Can these door locks be taken off as no one can use the space functionally as only 1 key that if left in door will get lost	Closed	Angela Cannizzaro	Completed	
886	23-May	Lucy Nash	7	7	Storeroom closest to the lifts	Storeroom door (closest to lifts) - door closer at top is now making noise and not always closing by weight of door which it should as it is swipe access	Closed	Angela Cannizzaro		
891	23-May	Lucy Nash	7	7		Paged 5042 O&G team for an UCR and the HMO never recieved the page.	Closed	Di Rae		28/05/2019
908	24-May	Ian Kenny	7	7		Printer access is patchy and inconsistent. Documents will often only print to one printer (MFD1 or MFD2) but which printer is inconsistent. ie one time will only print to MFD2 - next time will only print to MFD1.	Closed	ICT		
911	24-May	sue haines	7	7	7.42	Ext 52714 handset not working. Works on speaker phone.	Closed	Andrew McGavin	Handset reconnected	
912	24-May	Olivia	7	7	&B sider pan room	Pan flusher not working - wont wash and beeps -	Closed	Jon Patten		
913	24-May	Ian Kenny	7	7	7.42	Extension no. 52716 will only dial max. 3 digits	Closed	Andrew McGavin	Resolved	
967	29-May	Olivia	7	7	Staff room	The room is hot and the fridge is loud/fridge causing room to be hot compared to other areas.	Closed	Jon Patten		
968	29-May	Olivia	7	7	7A & B	x4 computers that are not being used currently due to the EMR tap system not being connected. The computers get locked at times to peoples logins. Could we have them logged in as EMR computers so staff can use them at the desk also.	Closed	Idi Baira	IT have repsonded saying - This is just the way the system has been setup due to security and that's how all the computers are setup, we don't have EMR computers. Issue closed	5/06/2019
627	15-May	jon Patten	7		7.018	AHU 7-4-1 Zones 1 & 2 are reading opposite on BMS Graphics. Zone 1 Thermostat is controlling Zone 2 Heating valve & Zone 2 is controlling Zone 1 Heating valve.	Closed	Andrew McGavin	Schneider on-site Thursday 23/05 to meet with Jon and resolve	23/05/2019
628	15-May	jon Patten	7		7.02	7.020 - AHU 7-4-1 Zones 1 & 2 are reading opposite on BMS Graphics. Zone 1 Thermostat is controlling Zone 2 Heating valve & Zone 2 is controlling Zone 1 Heating valve.	Closed	Andrew McGavin	Schneider on-site Thursday 23/05 to meet with Jon and resolve	23/05/2019
638	15-May	Ian Kenny	7	Level 7 rooms		Acrylic water jugs for bedside are reportedly not calibrated so staff are unable to determine patient intake. Reportedly also not suitable for hot water with some patient groups commonly having a preference for hot water post-partum.	Open	Bryan Ross	Bryan to follow up with unit managers re. requirements.	
639	15-May	Ian Kenny	7	Kitchen		Kitchen staff have reportedly been instructed they are unable to leave meals for patients when the patient is not within their room. This has resulted in patients missing meals during such times are visiting the nursery.	Closed	Bryan Ross	Bryan has made it clear to staff that meals can be left for a patient when appropriate	
640	15-May	Ian Kenny	7	Level 7		Staff advised the announcement at completion of visiting hours this evening was not audible on Level 7. Staff unsure if codes audible on Level 7.	Closed	Adele Mollo	Testing of PA volumes has occurred. No annunciators in patient rooms so as not to disturb sleep however codes still able to be heard.	
8	2/4/19	Susan Grioli	8	all		Glue on floor	Closed	Lendlease		2/04/2019
12	2/4/19	Bryan Ross	8	Ward Pantry		AC Units need to have control mounts fixed to wall	Closed	Lendlease	We have been advised that remote controls are not required as managed by BMS	17/04/2019

41	5/4/19	Marie Brennan	8			Door lock not working level 8 toilets near back of lift. Doors not locking shows red but pushes open	Closed	Lendlease	This is being actioned and will be done by 13th May	
93	10/4/19	Leigh Odum	8	ward		It has been noted that the current documentation/folder holders outside the inpatient rooms on level 7 and 8 just fit a A4 size piece of paper. We require this folder holder to fit x2 folders for both Mother and baby's documentation , please see photo attached of the folder holder that current fits out folders required.	Closed	Sue Valentine	The document holders outside the patient rooms are for contact precaution information not patient notes	
95	10/4/19	Leigh Odum	8	workstation A&B		Cupboards at work station A and B on level 7 have folder holders in them. These cupboards currently have doors on them which are required to be removed to ensure easy and safe access to patient notes.	Closed	angela Cannizzaro	Cupbard doors to remain in place	
155	16/4/19	Eleanore Ryan	8	8	All rooms	The wall air doesn't require a flow meter- this is a clinical risk for someone accidentally giving air instead on Oxygen- could be very dangerous need to be taken off	Closed	Lendlease	Where air is not required - Clinical staff or NUM can remove flow meter	18/04/2019
178	17/4/19	Katrina Perkovic	8	8	outside single rooms	On one side of the ward the alcohol hand rubs and transmission based precaution holders are not present outside the rooms	Closed	Lendlease	Completed	
186	17/4/19	Katrina Perkovic	8	8	dirty utility room	the hosing can become an occupational exposure as someone can trip over it	Closed	Sue Valentine	For review	
192	17/4/19	Val dibella	8	8	8.36	Treatment rooms were to be set up so that a neonatal resuscitaire stays plugged into the wall (power and air and oxygen). However, there is equipment in the way both underneath the oxygen, air and suction outlets and things on the wall next to the outlets ?plastic glove holder so no room for a resuscitair. Picture attached. can the equipement below oxygen go on opposite wall and can glove holder be moved?	Closed	Sue Valentine	This room was intended as an adult treatment room. The items on the wall panel i.e. sygmph can be removed.	
230	24/4/19	Sarah Ross	8		8.02-8.03	Doors do not stay open and close on patients during transfer	Closed	Andrew McGavin	Door review planned. This purple door is not weighted correctly and when opened fully does not stay open but slowly swings shut.	
246	24/4/19	Sarah Ross	8		8.32	Doors don't hold open when moving beds through. No holes in floor to support door bolts to hold door open	Closed	Sue Valentine	This is a negative pressure room which has not been designed so that a door can be held open. From an infection control point of view richard is happy for them to be made so they could be held open. This is consistent on every floor internal and external doors. Doors not designed to stay open.	
324	29/4/19	Mel Shackell	8	8		add warning signs to doors that open automatically outwards	Closed	Mel Shackell	Signs in place	
340	30/4/19	Catherine Bain	8	indoor / outdoor room		Distance between the glass panels separating level 8 outdoor room and the level 7 outdoor room appears to be wide enough to fit a child's head - unable at this time to access to measure exact gap, however concern re safety	Open	Lendlease	The gaps meet standards and OHS have reviewed and are not concerned. Installation to happen around 20th June	
345	30/4/19	Bryan Ross	8	Ward Pantries		Dishwashers need to have ECOLAB technicians come out and install chemical dispenser. At present only Rinse Aid dispenser installed	Closed	Lendlease		
379	2-May	Leigh Odum	8	8.26		Red light outside room not turning off	Closed	Andrew McGavin	Hills currently addressing this 6/5	
380	2-May	Leigh Odum	8	8.27		Red light outside room not turning off	Closed	Andrew McGavin	Hills currently addressing this 6/6	

417	6-May	Kylie Roper	8	ante rooms	8.01	All ante rooms have the hooks for the bedside resus equipment pack within the ante room exposed to the patients germs. These are not disposable bags that the equipment is kept in and not washable between patients. Should all hooks in all ante rooms be moved into the airlock room to mitigate this issue?	Closed	Richard Bartolo	Richard to investigate and advise if minor works required	
432	6-May	Phuong Nguyen	8	Medication room	JK8.039	Medication room door - difficult to open- need to forcefully pulled then push in order for the door to open----> reviewed by Lendlease and project team ----> awaiting for solution	Closed			
434	6-May	Phuong Nguyen	8	Clean utility / med room	JK7038	Both doors to gain access to medication rooms are not closing properly- This poses a safety risk to the storage of medication. In addition, the medication room appears to be very warm, this will affect the storage of medications and hence can have implications to patient care----> Andrew MacGavin is having temporary measure in place however will need a permanent solution to ensure security (doorclosure) and the right temperature for medication storage are maintained	Closed			
449	7-May	Mel Shackell	8	Medication room		Doors to medication rooms not closing properly ? due to air pressures. Not a swipe permission issues. Needs to be fixed urgently	Closed			
452	7-May	Leigh Odium	8	womens Ward	8.34	Faucet tap Hot/cold water in milk room, only hot water can be used to make formula. Can the cold water be shut off to ensure there is no risk of families using cold water to make formula.	Closed			
454	7-May	Leigh Odium	8	womens Ward	8.36	Doors to this room have no swipe access which is correct however there is no magnets for the doors to stay open on both entry points into the room in the event of an emergency. This room is where our neonatal resus will be, in the event of a code a midwife will bring the baby into this room followed by multiple staff. It is essential that there is a function of the doors being able to be held open by magnets if required.	Closed	Sue Valentine	Room built according to specifications. The swipe access has been disabled and agreement that the door could be chocked open when required	
459	7-May	Leigh Odium	8		8.23	Room is noisy sounds like air is blowing	Closed	Jon Patten	Engineering to investigate	
460	7-May	Leigh Odium	8		8.24	Room is noisy sounds like air is blowing	Closed	Jon Patten	Engineering to investigate	
461	7-May	Leigh Odium	8		8.01	Noisy-sounds like wind blowing in corridor and inside the anti room and in the room. Negative pressure room	Closed	Jon Patten	Pressures to be set and adjusted	
463	7-May	Leigh Odium	8		8A	Chairs at front work station on 8A and 8B don't have castors	Closed		Duplicate issue	
464	7-May	Leigh Odium	8		8B	Chairs at front work station on 8A and 8B don't have castors	Closed		Duplicate issue	
489	8-May	Dianne Patterson	8	Treatment room	8.35	Suction bracket missing	Closed	angela Cannizzaro	Suction brackets installed	
501	8-May	Leigh Odium	8	womens ward	8.02	Toilet has paint drip in toilet bowl	Closed		Cleaning	
502	8-May	Leigh Odium	8	womens ward	8.03	Toilet has paint drip in toilet bowl	Closed		Cleaning	
503	8-May	Leigh Odium	8	womens ward	8.09, 8.10	No glove holder in room on wall near bed	Closed	Angela Cannizzaro	Minor works completed	14-May
505	8-May	Leigh Odium	8	Womens Ward	8.12	Bathroom floor dirty needs cleaning please	Closed		Cleaning	
506	8-May	Leigh Odium	8	Womens Ward	8.16	Rails for toilet don't touch the floor when pulled down	Closed	Lendlease		
507	8-May	Leigh Odium	8	Womens Ward	8.23, 8.24	no glove holder	Closed	Angela Cannizzaro	Completed	21/05/2019
508	8-May	Leigh Odium	8	Womens Ward	8.25	marks on walls near bed 8.25	Closed		Cleaning	
510	8-May	Leigh Odium	8		8.32	8.32 Stainless steel trolley no cinell wipe holder attached	Closed			

539	10-May	Leigh Odium	8	womens Ward	8.22 and 8.19	Nurse call not on in room but alarming in corridor and on nurse call screen	Closed		Resolved	
549	10-May	Leigh Odium	8	Womens Ward	Workstation A & B	Intercom on desk not attached to stand at both work stations	Closed	Andrew McGavin	Intercom is designed to sit on benchtop	
554	11-May	Leigh Odium	8	Women's Ward	8.01	Door off corridor into ante room not automatically fully closing (remains ajar)	Closed			
555	11-May	Leigh Odium	8	Women's Ward	8.2	Stain in toilet bowl	Closed	Marie Brennan		
556	11-May	Leigh Odium	8	Women's Ward	8.1	Top left light switch at door not working to turn off overbed lights	Closed	Lendlease		
557	11-May	Leigh Odium	8	Women's Ward	8.36	Missing hand sanitiser and dispenser in/outside treatment room 8.36	Closed	Richard Bartolo		
558	11-May	Leigh Odium	8	Women's Ward	medication room	Cliniell wipes need to be mounted on wall	Closed	Angela Cannizzaro	completed	
559	11-May	Leigh Odium	8	Women's Ward	medication room	Missing sharps bin	Closed	Marie Brennan		
560	11-May	Leigh Odium	8	Women's Ward	Dirty utility east end	No sharps bins DU eastern end of ward	Closed	Marie Brennan		
561	11-May	Leigh Odium	8	Women's Ward	Dirty utility x 2	Missing confidential waste bins, Missing comingled recycling waster bins (may be plain white 240L bins in each room but not labelled)	Closed	Marie Brennan		
562	11-May	Leigh Odium	8	Women's Ward	All areas	No stickers on Cinell wipes to state 'not baby wipes'	Closed	Amanda Rawlings	Stickers have been ordered awaiting delivery.	
574	13-May	Susan Grioli	8	8		Near stair well section of the ceiling is to be repainted - damaged from roof water leaks (photo attached not very clear)	Closed		Actioned	14/05/2019
583	13-May	Leigh Odium	8	8	Patient lounge	Requires cleaning	Closed	Marie Brennan		
584	13-May	Leigh Odium	8	8	8.15	Bed head function isn't working	Closed	Rutna Djeng	Biomed have resolved	20/05/2019
585	13-May	Leigh Odium	8	8	8.21	Bed head function isn't working	Closed	Rutna Djeng	Biomed have resolved	20/05/2019
587	13-May	Leigh Odium	8	Corridor	Unisex toilet opp storeroom	Door won't close	Closed	Lendlease	Fixed	
590	13-May	Leigh Odium	8	Patient Lounge	Patient lounge	Fridge alarming	Closed	Andrew McGavin		
594	13-May	Leigh Odium	8	8	near room 8.25	evacuation plan on floor near fire exit near bed 8.25	Closed	Angela Cannizzaro		
615	14-May	susan Grioli	8	8	8.32	No bed side cupboard	Open	Rutna Djeng	Staff have been advised and agreed that a bedside table will be procured given cupboard not able to be installed given space. Awaiting quote. Rutna agreed on 7/6 to put one in place	
616	14-May	Leigh Odium	8	8	8.23	No glove holders in room	Closed	Angela Cannizzaro	Duplicate issue	
617	14-May	Leigh Odium	8	8	8.24	No glove holders in room	Closed	Angela Cannizzaro	Duplicate issue	
655	16-May	Katrina Black	8	8	8.23	Reported that fan in ceiling appears to be constantly on. Concerning for patient given sound disturbance and cold air blowing into room.	Closed	Lendlease	Checked by engineering. Defect for review by lendlease	
656	16-May	Katrina Black	8	8	11	Reported that sensor for sink tap malfunctioning resulting in tap intermittently turning on without stimulus.	Closed	Lendlease	Some taps programmed to flush when inactive for example in unoccupied room. Other sensor tap issues resolved	
657	16-May	Katrina Black	8	8	25	Hot water from sink tap only lukewarm.	Closed	Andrew mcGavin	Hot water has been tested and is at the required temperature for a women's and children's environment	
664	17-May	Leigh Odium	8		8.04	Bed number alerting on the screen however bell not pressed by patient	Closed	Andrew mcGavin		23/05/2019
667	17-May	Leigh Odium	8	8	9.32	Room very cold	Closed	Jon Patten		

671	17-May	Leigh Odium	8	8	Staff Room	Bell alerts for non emergency in staffroom can this please be configured to only alert for emergencies	Open	Andrew mcGavin	Hills actioning this	
679	17-May	Lindsay shaw	8	8	Dirty utility	Error Message on Pan flusher. Turned off and turned back on, and error message still present.	Closed	Jon Patten	Reviewed by engineering and working	22/05/2019
681	17-May	Lindsay shaw	8	8	Staff base B	Cupboard door fallen on at staff base.	Closed	Angela Cannizzaro	Repaired.	20/05/2019
696	17-May	Summa Grogan	8		Staff base B	Smell of diesel fumes has gotten stronger since lunch time ? Coming out air vents	Closed	Jon Patten		
710	17-May	summa grogan	8	8	clinic A	Pneumatic tube not working	Closed		Fixed	20/05/2019
720	18-May	Jacquie whitelaw	8	8	Dirty utility room	Pan flushers both out of action when I went around at 2 pm. Staff report that these have been fixed a couple of times, and break down several uses later. Escalated to engineering on the 18/05/19 evening	Closed	Jon patten		
733	19-May	Lisa Smith	8	8	inpatient wards corridors	Night lighting too bright in ward areas.	Open	Jon Patten	engineering have had training and can now adjust lighting via lighting control - dynalight	
737	19-May	Lisa Smith	8	8	8	Food model for breakfast where women are required to access their own breakfast does not provide a suitable option for women who are post birth and unable to easily access breakfast. The resultant impact is midwives are required to serve women breakfast at the same time as trying to provide clinical care and administer 0800 drugs and 0800 observations	Closed	Bryan Ross	Meeting between Bryan and UM's to be set up	
743	19-May	Leigh Odium	8	8	Pt Lounge	TV not working error message 405	Closed	Lendlease	Lendlease contacting the contractor to get this repaired.	
748	19-May	Leigh Odium	8	8	8A - Work station	Day and night button does the opposite to what is says top button only for staffbase	Closed	Andrew McGavin		23/05/2019
750	20-May	erin turnball	8	8	Staff toilet disabled access	Staff toilet door next to the back of house lifts - magnetic lock closure for swipe access is not working Door does not click or remainin closed, and can be accessed by patients and visitors	Closed		Closed duplicate issue	
771	20-May	Emma Heard	8	8	8.22	Room 8.22's pateint buzzer continues to buzz even though it has been cancelled from the patients room. The buzzer can only be seen on the overhead system as you enter into WW8, you cannot see if on any other overhead system throughout the ward and the buzzer outside the patients room is not lighting up. The buzzer connection was removed from the wall and reconnected which cancelled the call. The patient buzzer was tested once reconnected and worked normally. I was also informed by the staff that this has occurred on multiple occasions today with the same room and staff had to disconnected the buzzer system from the wall and reconnect it.	Closed	Andrew Mcgavin		
780	21-May	Erin turnball	8	8	Staff room	Petrol leaking through light fitting in Level 8 staff room. Urgent engineering request to review via AHA. Required ongoing review as ? this is second occurrence	Closed	Lendlease	Light fitting removed. Residual diesel from prior incident. Lendlease replacing lagging.	
801	21-May	Summa Grogan	8	8	Staff toilet disabled access	Disabled staff toilet door does not shut properly. Staff have to slam to get it to close.	Closed	Lendlease	Works done but cover not back in place. Andrew to check	

821	22-May	phuong Nguyen	8	8	medication room	Medication fridge does not appear to have self closing mechanism on the fridge door--is the self closing mechanism not included in the Nuline fridge range? or is it due to the balance /position of the fridge? please assess The lack of self closing mechanism from the fridge door increases the risk of the fridge to be alarmed, this will have an impact on the medications stored in these fridges NB: all medication fridges (except the double door fridges in birthing and NICU medication room) do not have self closing mechanism.	Closed	Andrew McGavin	Not designed to have self closing doors	
833	22-May	Ian Kenny	8	8	dirty utility	Door Handle coming off	Closed	Angela Cannizzaro	Minor works	
834	22-May	Ian Kenny	8	8	west dirty utility	Pan flusher displaying E2 error message	Closed	Jon Patten		
841	22-May	Sarah Ross	8	8	dirty utility room	No keys for the Pan Flushers on level 8 in both Dirty Utility Rooms	Closed	Jon Patten		
872	23-May	Lyn Kempster	8	8	opposite 8.37	Please install paper towel dispenser.	Closed	Angela Cannizzaro		28/05/2019
878	23-May	Lisa smith	8	8	outside room 8.23	No glove dispenser outside room 8.23 & 8.24	Closed	Angela Cannizzaro		
879	23-May	Lisa smith	8	8	outside room 8.24	No glove dispenser outside room 8.23 & 8.24	Closed	Angela Cannizzaro		
881	23-May	Lisa smith	8	8	birthing medication rooms	Require wall mounted clock in medication room in birthing medication room Require wall mounted clocks in all rooms on 8th floor	Pending	Erin Casey	For review in 3 months	
907	24-May	Leigh Odum	8	8	dirty utility near 8A	Door handle loose	Closed	Angela Cannizzaro		
925	27-May	Lyn Kempster	8	8	1.2,4-5. 12.13	Shower in these rooms have no hot water.	Closed	Jon Patten	Resolved	
932	27-May	Lyn Kempster	8	8	room 32	Patient complaining about how cold room is. thank you	Closed		addressed	
942	28-May	Lyn Kempster	8	8	reception	would it be possible to move pedestal desk support to another position. I have hit my knee several times on pedestal. thank you	Closed	OHS	OHS have reviewed	
965	29-May	Leigh Odum	8	8	8.32	water on shower only luke warm after 5 mins and then went from luke warm to cold during duration of shower	Closed	Lendlease	Water temperature in this room and in 8.30 and 8.31 fluctates up to 10 degrees when testing by WH engineering. Unable to adjust TMV	
966	29-May	Leigh Odum	8	8	8.14	water is cold in shower	Closed		Fixed	30/05/2019
970	30-May	Jane Plummer	8	8	Pantry	Water leak from main basin next to dishwasher.	Closed			30/05/2019
970	30-May	Jane Plummer	8	8	Pantry	Water leak from main basin next to dishwasher.	Closed	Angela Cannizzaro	Allocated to plumber RO 214199	
980	30-May	Lyn Kempster	8	8	8.34	Staff are asking for access swipe to be relocated from outside of the door to inner door. To protect expressed breast milk stored in fridges. thank you			Closed - duplicate issue	
980	30-May	Lyn Kempster	8	8	8.34	Staff are asking for access swipe to be relocated from outside of the door to inner door. To protect expressed breast milk stored in fridges. thank you	Closed		Closed - duplicate issue	

991	30-May	Ian Kenny	8	8	Staff Toilet next to 8.41	No sanitary bin in staff toilet next to 8.41	Closed	Marie Brennan	now in place	
984a	30-May	Ian Kenny	8	8	8.36	Electronic journey board at Base 'A' not working	Closed	Idi Baira	Was switched off. Has now been switched on again	
643	16-May	Ian Plumb	8	8	8	NO HOTWATER TO SINKS IN ROOMS LEVEL 8 .13, 8.26, 8.27 SEE STAFF FOR DETAILS	Closed	Jon Patten	Resolved	21/05/2019
644	16-May	Ian Plumb	8	8	13	NO HOTWATER TO SINKS IN ROOMS LEVEL 8 .13, 8.26, 8.27 SEE STAFF FOR DETAILS	Closed	Jon Patten	Resolved	21/05/2019
645	16-May	Ian Plumb	8	8	26	NO HOTWATER TO SINKS IN ROOMS LEVEL 8 .13, 8.26, 8.27 SEE STAFF FOR DETAILS	Closed	Jon Patten	Resolved	21/05/2019
646	16-May	Ian Plumb	8	8	27	NO HOTWATER TO SINKS IN ROOMS LEVEL 8 .13, 8.26, 8.27 SEE STAFF FOR DETAILS	Closed	Jon Patten	Resolved	21/05/2019
38	4/4/19	Peter Heyes	All	All levels - WIP phones		Some of the WIP Phones are not working • The WIP phones are not corresponding to the right location on the panel. Example = The first floor WIP in Joan Kirner comes up as ground floor foyer on the panel. This needs to be a priority to make sure we meeting standards and codes, we also need to make sure that this will be fixed before clinical move day. Can you please organise the company to come out and fix this, they need to check fix every WIP phone in the building and then provide Western Health with a report that this has been done	Closed	Andrew McGavin	Peter Heyes has confirmed this item can be closed.	
42	5/4/19	Angus Campbell	All	All		Interpreter services signage has incorrect written language. Arabic is written backwards and doesn't make sense, and the Burmese section is unreadable. A comment was also made by the interpreters that serbian/croatian language should be included on this signage.	Closed	Lendlease	Sign changes requested. Mock up to be reviewed before printing	13/05/2019
231	24/4/19	Sarah Ross	All		BOH Lifts	No signage on doors to indicate they open automatically and in which direction.	Closed	Mel Shackell	Stickers to be procured for doors to indicated outward opening	13/05/2019
235	24/4/19	Sarah Ross	All		All	CISCO phones – no reception to receive calls in ED. Able to make phone call.	Closed	ICT	Cisco phone performance issue	
238	24/4/19	Sarah Ross	All		BOH Clinical Emergency Lift	Staff confused about how to call rapid access lift from level 3. Staff uncertain about whether they need to swipe AND press the call button. Delayed response of lift (other lifts arrived quicker to Level 3 than rapid access lift). Displayed "Out of Order" when called as a priority lift. Confusion over which swipe pad to use (swipe pad to exit lift well is in close proximity to swipe pad for lift – no signage to indicate which swipe pad is for Rapid Access Lift)	Closed	Andrew McGavin	Sign ordered - to be installed 11/5. Text in lift to be modified. Users to train staff	
247	24/4/19	Sarah Ross	All			CISCO phones are difficult to hear and have a distinct echo.	Closed	Andrew McGavin	Adjusting the filter settings helps.	
248	24/4/19	Sarah Ross	All			Lack of information for staff regarding use of the pneumatic tube. Pneumatic tube functional but conflicting advice re training / education of staff. Advised that pneumatic tube will automatically travel to Pathology and only need to press 'E' but currently need to press Tube station '1' then 'E' to send to Pathology	Closed	Andrew McGavin	The homing, locks and priority works are all completed with the exception of one latch ? on level 3 which will be replaced 6/5/19 and end to end testing can then occur	
249	24/4/19	Sarah Ross	All			Phone Numbers. Staff in JKWC and Sunshine Hospital unaware of new phone numbers. Quick Reference phone guide required	Closed	Susan Grioli		1/05/2019

250	24/4/19	Sarah Ross	All			Travel time is 9-10minutes to transfer a newborn baby on a ventilator from ED to Level 5 Newborn Services. This has implications for medical gases / portable oxygen.	Open	Angela Cannizzaro	Cylinder bracket has been delivered. Minor works to attach to gazunders	
253	24/4/19	Sarah Ross	All			Not tested in scenario but concerns raised about access to a portable chest x-ray and workflow	Closed	Erin Casey	OUTCOME: Portable CXR in NBS, workflow is to collect portable CXR from NBS, as required	2/05/2019
254	24/4/19	Sarah Ross	All			No transport monitor available in JKWC. Results in delays if needs to be retrieved from ICU	Open	Erin Casey	Erin to investigate options for purchase	
258	24/4/19	Sarah Ross	All			Pathology - Pathology staff unclear on pneumatic tube use and workflows for JKWC.	Closed	Julia Firth	UPDATE 2nd May - email sent to Julia Firth (Pathology Operations Manager) to address training and education for pathology staff. Julia confirmed awaiting PTS system to be locked by JK Project Team this week and pathology staff training to be completed next week prior to clinical move	2/05/2019
259	24/4/19	Sarah Ross	All			Volunteers have requested a new guide aligning the old departments in Sunshine Hospital with the new locations in JKWC.	Closed	Mel Shackell	Jo Spence to send info from public affairs	26/04/2019
260	24/4/19	Sarah Ross	All			Ambulance arrival - ED staff confused about process for ambulance arrivals. Unsure whether ambulances should arrive at JKWC or ED. Unsure if ED staff need to triage ambulance arrivals at ED or just direct through to JKWC	Closed	Wendy Watson	Workflow developed	
267	24/4/19	Dianne Patterson	All			Suction cannister brackets have been missed in the following areas: Ground floor G29, G30, G35, G38,G40. Level 3 3.18, 3.26 Level 5 5.41, Level 6 6.35	Closed	Lendlease	Lendlease to check against plans to see if some missed. If not missed will be minor works	
297	29/4/19	Sarah Ross	All	All		Lifts become very crowded with staff / equipment during transfer of critically unwell patients. Transport monitors would help reduce the crowding caused by additional equipment	Closed	Erin Casey	Lift meeting held 2/5 with key clinical leads and JK project team to confirm lift configuration. Signage to be developed by Andrew McGavin	2/05/2019
298	29/4/19	Sarah Ross	All	All		Location and availability of bed movers in JKWC to be clarified.	Closed	Susan Grioli	Marie Brennan will educate all relevant staff on the	
347	1/5/19	Julia Firth	All	Pneumatic Tube		Testing of Pneumatic Tube failed. Stations not locked to go directly to Sunshine Pathology lab from all stations within JKWC. Directive was given for all stations to be locked to mitigate risk of losing pathology samples.	Closed	Andrew McGavin	Homing and naming conventions need to be adapted. Risk of running out of cannisters	13/05/2019
467	7-May	Nicole Keogh	All	Lifts		the clocks in the lifts are 10 minutes out of time.	Closed	Andrew McGavin	Lift clocks affected by power outage. Will recalibrate	
523	9-May	Marie Brennan	All	All levels		URGENT Brackets for sharp containers required to be installed on dressing/IV trolleys. Brackets are located at JK main reception. please liaise with NUM on each floor to identify location	Closed	Marie Brennan		

542	10-May	Catherine Ivory	all	all		In regards the PA sound levels results from testing, The telephone link requires the volume to be turned up to maximum volume, if we turn down the volume for the new link and the link goes down, the volume will be too low to revert back to the old link and we will have no overhead. The volume levels from the new link are causing power surges to the amplifiers in the EWIS system, if this continues the amplifiers will blow, not sure how costly this is. After testing have found that the only redundancy for the overhead is the old PABX connection	Closed	Andrew McGavin	The redundancy is the PABX connection. If the system goes down a telephone request would be made and local paging would occur which is the same contingency plan as current. This functionality to call back to SH afterhours has been built as per the design request, however if it causes issues these can be addressed.	
754	20-May	Tracey Grainger	All	All		Lift 24 out of order approx 5AM	Closed	Jon Patten		
847	23-May	tracey Grainger	All	All		Pathology chute not working	Closed	Jon Patten		
256	24/4/19	Sarah Ross	all			Transfer time between OT and ICU is 9-10 minutes – implications for portable gas supply. Consider need for additional supplies to be stationed along route.	Closed	Erin Casey	Issue simlat to issue 250 Quote has been requested for second oxygen cylinder storage on gzunda. Will be addressed	
296	29/4/19	Sarah Ross	all			Footscray Console - Four second delay before announcement can be made over the PA – not sure if this is a fault in the system - Review console set up.	Closed	Wendy Watson	This has been rectified - codes are now announced by the Footscray switchboard staff to eliminate delay	
314	29/4/19	Sarah Ross	all		QRG Phone list	Phone numbers listed for Staff Base DOSA, Staff Base Holding, Staff Base Recovery incorrect.	Closed	Andrew McGavin	All phone numbers being reconciled by WH communications	
326	29/4/19	Mel Shackell	all	All	electronic way finding signs	There is a spelling mistake on the electronic way finding signage. It says level 4 staff accomodation not accommodation. It also should read support person accommodation not parent accommodation	Closed	Andrew McGavin		
531	9-May	Catherine Ivory	all	Lifts		Can you just explain how the code room staff can call back a lift in the case of an entrapment. The attached numbers you sent to the below email trail had Lift 24 outward dial number 0011345901005739298 2 We have been testing from the code room from ext. 56439 which has international dial permission and can't get thru to the lift on this number. Are we doing something wrong? Also if the cube has dual SIM's for redundancy, if the first SIM isn't working for any reason, will these numbers you've given us still go thru to the lifts??? And are the SIM's with two different providers?? Do they use data or voice??	Closed	Andrew McGavin	In progress - Andrew working with the lift company to get a resolution.	23/05/2019
532	9-May	Kellie foran	all	Pneumatic Tube system		PTS check undertaken earlier today to ensure microchips would return canisters to their nominated home station. Canisters successfully returned from Sunshine Pathology to JKWC clinical areas. This afternoon canisters being returned to Pharmacy. 1 canister successfully returned; 2nd canister has remained in loading port with the screening saying 'JKWC Pharmacy Destination Accepted'. No canisters being sent at this time. Can Engineering please check system status.	Closed		All pneumatic tube issues resolved as of 13/5/19	13/05/2019

537	10-May	Jason Heidrich	all	Hospital wide		Issues utilising CISCO phone in SH Medical Imaging as will be required to uses new System to ensure hospital wide coverage/contact for After Hours Radiographer. over the last 3 days since phone has been implemented issues have been continuous. can this be assessed and corrected as a matter of urgency	Closed	Andrew McGavin	Discussion with Julia Firth. Local area to consider whether mobile, cisco phone or pager best meets their needs then update switch with	
512	8-May	Sarah ross	All	All		Weighing equipment needs to be calibrated	Closed	Dung Dang	Has been completed	
37	4/4/19	Susan Grioli	Basement	Basement Linkway		The double door Linkway to JK at the basement will not lock - need replacing	Closed	Lendlease	lock to be replaced today 05/04/2019	8/04/2019
210	23/4/19	Jon Patten	Basement		Hospital loading dock	New Medical Gas Bottle store in existing Hospital loading dock. The Depleted Medical Breathing air bottle pressure is set too high causing alarms to be generated when bottles are still 3/4 full. Could this be addressed urgently as we had our Engineer called in twice over the weekend due to this issue.	Closed	Lendlease	Actioned	29/04/2019
641	16-May	Dianne Patterson	G	Ground floor	plaster room G26	No Hand sanitiser dispenser in the room. Could we please have one .	Closed	Richard Bartolo		
642	16-May	Dianne Patterson	G	Ground floor	medication room	No hand sanitiser dispenser in the medication room	Closed	Richard Bartolo		
35	4/4/19	John Kinealy	Ground	Paediatric Specialist Clinics (Clinic A)	Plaster Room	It has come to our attention that we need to review signs for our new Plaster Room in outpatients of Joan Kirner. It is essential that we display clear signs (laminated) on the wall prohibiting the use of videography or photography whilst in the room for any procedures we perform on patients. This is to ensure images and video recordings are not uploaded onto the internet as has previously done and still occasionally occurs. This is a breach of staff privacy and also a breach of other patients who may be getting treatment at the same time. Could you please advise whether you will continue to allow the use of the attached signs in the room. If not could you please advise of the resolution to ensure this privacy is upheld.	Closed	Mel Shackell	Ordered awaiting delivery and installation	
36	4/4/19	John Kinealy	Ground	ground outpatients	Plaster Room	At all campuses we require a number system in order for patients to access the plaster room. These numbers are displayed on the outside of the room (in a brochure holder on the wall) for patients to take a number. They then take a seat and wait for their number to be called. This ensures a fair system in order of who is seen first. Could you please advise whether this is to be continued for the plaster room in Joan Kirner outpatients. If not, could you please advise of solution. Please keep in mind that we have limited access to desktop computers (2 computers for 6 staff and 3 beds) as these are always used during a procedure by staff in the plaster room to view medical imaging and other relevant information.	Closed	Mel Shackell	Ordered awaiting delivery and installation	
40	4/4/19	Clarissa Fleming	Ground	Paediatric Specialist Clinics (Clinic A)	G.05 & G.08	The paediatric immunisation service has been allocated room G.05 and requires swipe card access and a thermometer. The swipe card has been allocated correctly to room G.05 however the thermometer has been incorrectly installed in room G.08 - needs to be relocated to room G.05	Closed	Lendlease	Lendlease looking to see if temperature module can be relocated	1/05/2019

66	8/4/19	Susan Grioli	Ground	Volunteer Office	G.042	The Ecolab installed above photocopier - please relocate	Closed		Photo copy machine will be relocated	10/04/2019
109	12/4/19	Susan Grioli	Ground	reception		concrete in front of reception has some cracks	Closed	Lendlease	caulking has been done	6/05/2019
110	12/4/19	Susan Grioli	Ground	reception		the Defibrillator box to be installed by Handy man	Closed	Sue Valentine	Completed 2/5/19	2/05/2019
132	15/4/19	Melissa Dourlay	Ground	Ground	G.096	Doors on the sound proof rooms are very difficult to close.	Closed	Lendlease	Audiology booth company have modified	9/05/2019
133	15/4/19	Melissa Dourlay	Ground	Ground	G.098	Doors on the sound proof rooms are very difficult to close.	Closed	Lendlease	Audiology booth company have modified	10/05/2019
137	15/4/19	Kylie Roper	Ground	3	JK3.055	These rooms have a bath with in the main birthing room not in the wet room. These baths/pools have a detachable shower over head for use over the bath however there is no drainage in the floor around the bath. Water will not be localised to inside the bath only. On numerous tours this has been raised as a slip hazzard for all involved. It has been raised with the project team and we were advised that the decision was made to exclude the drains as it is an infection risk to have a drain in the floor. Is there anything that can reduce the risk of slipping in water in these rooms?	Closed	Matt Perry	Flooring has a nonslip rating. No drain installed as per design due to infection control risk	
141	15/4/19	Christine Neumann	Ground	1	Lifts	the section outside the lift doors on ground and first are not completed - needing to no gap around the glass panel	Closed	Lendlease	Completed	
142	15/4/19	Avetta Malcolm	Ground	Ground	G.035	All the therapy rooms in Allied Health have a ledge on the whiteboard that will connect with a child. Can these be removed please? Also there is no shelving in the cupboard. Can there be a bench inserted all the way across to store assessment kits on top and a trolley kit below. OH & S hazard for staff lifting boxes from floor. Photos I have are too big to send.	Closed	Sue Valentine	Closed duplicate issue	
147	16/4/19	Susan Grioli	Ground	Ground		Radiotherapy staff have requested the windows in front of the play area be covered to stop children looking in or tapping on window	Closed	Radiotherapy	No further issues raised.	
151	16/4/19	Sarah Ross	Ground	Ground		No signage or instruction for use of the Back of House intercoms.	Closed	Sue Valentine	Intercom will no longer be used by patients after hours as per WH change the intercom and BOH lift intercoms options will remain for future proofing if it may be required	24/04/2019
158	16/4/19	Adele Mollo	Ground	Ground		Ambulance Victoria Group Managers were onsite today 16/04/19 and we completed a tour re: access in and out of hours. It was identified that the undercover bay where AV and PIPER etc are expected to arrive to drop off/pick up patients will require high visibility pin striping on the poles (to ensure drivers do not hit the poles) and clearly marked (large) lines on the ground to support appropriate parking and not driving too far and going through main windows and onto walkway (pathway thoroughfares)	Closed	Lendlease	With DHHS and lendlease - bollards currently being manufactured. Will be installed prior to the 15/5. If not a temporary water bollards will be put in place.	23/05/2019
159	16/4/19	Adele Mollo	Ground	Ground		AV request today 16/04/19 will there be an S Key access point at the entrance of the BOH lifts? There appears to be a point but not the ability to utilise the S Key.	Closed	Lendlease	In place and tested by AV	8/05/2019

160	17/4/19	Susan Grioli	Ground	Ground		The two toilets on the ground floor opposite pharmacy are both for staff with ID card access. Because there are no public toilets on the ground floor unless you enter a clinic we require these two toilets be changed to public removing ID card swipe. One be Unisex the other Disabled	Closed	Lendlease	Patient staff toilet ratio are dictated by standard requirements - signs to be checked - Amend signs only	
209	23/4/19	Susan Grioli	Ground	Ground	Childrens clinic B clinic entry point	One of the wood panel fell from the wall over the week end. Riskman logged - LL to check all panels are secure	Closed	Lendlease	Contractors notified - checked all wood panels	29/04/2019
213	23/4/19	Susan Grioli	Ground	Ground	Pharmacy	the Pharmacy drug fridge monitor is showing a different temperature from one end of fridge to another Andrew McGavin was investigating however now on leave.... Drug fridge due to be stocked prior to 6th May 2019 -	Closed	Andrew McGavin	Ongoing works on drug fridge - closed duplicate issue	
244	24/4/19	Sarah Ross	Ground		BOH intercom	Intercom doesn't work from outside	Closed	Adele Mollo	New signage. Bell will alert security.	
261	24/4/19	Angus Campbell	Ground	Clinic B	Storeroom G.087b	Temperature in storeroom gets very hot due to powerunit/ICT for the interactive display board. No ventilation/aircirculation/cooling in storeroom. Please review	Open	Lendlease	Lendlease to design solution	
262	24/4/19	Angus Campbell	Ground	Clinic B	G.35	Design of cupboard is a danger to children/staff. Ring pull handle is difficult to use and no lock/latch to stop children opening up cupboard. Please instal a lock/latch on this cupboard to avoid the risk of children's fingers becoming caught in the door. Additionally no shelves in this cupboard.	Closed	Lendlease	Closed - Duplicate issue	
263	24/4/19	Angus Campbell	Ground	Clinic B	G.39	Green Door unable to open easily due to carpet. Unnecessary manual handling required to open/close door	Closed	Lendlease	Door review planned	
264	24/4/19	Angus Campbell	Ground	Clinic B	G.39/G.38	Position of wall divider between rooms covers emergency button and pressed up against Oxygen outlet. Also no 'key' to be found to allow open/closing of divider for sound proofing and stability of wall. Please review the position of the divider and locate the 'key' to the divider	Closed	Lendlease	Remove wall gases. Review resus packs	
274	26/4/19	Caroline Nadebaum	Ground	Ground	G35/G36	Issue logged on behalf of Paediatric Allied Health team: The observation window between G36 and G35 has been installed too high. These rooms are required for autism assessments, which involve a paediatrician and parent/carer in G35 observing a 2-3 hour assessment taking place in G36. The assessment involves children playing on the floor. Activity occurring on the floor of G36 is currently not visible to adults seated in G35 due to the height of the window. This will mean that the doctor and parent/carer will need to stand for 2-3 hours in order to view the assessment fully. The three photos attached show the view while seated, and also while standing on tiptoes next to the window. The photos illustrate that, from a seated position, activity occurring in G36 is obscured from view.	Closed	Julia Blackshaw	Window installed as per design. Users will need to modify workflow to accommodate	

275	26/4/19	Caroline Nadebaum	Ground	Ground	G35/G36	The television installed in G35 is visible in G36 when it is on. This will be very distracting for children undergoing assessments in this room and result in invalid assessments. If a pull-down block-out blind was installed in G35 above the observation window this could be pulled down when the television is in use to mitigate this issue.	Closed	angela Cannizzaro	blind for installation	
277	26/4/19	Susan Grioli	Ground	Ground	outside main reception	the signage out side on the glass panel needs to stand out - writing should be darker	Pending	Christine Neumann	DHHS review not for lendlease to action	
279	26/4/19	Caroline Nadebaum	Ground	Ground	G30	The whiteboards in these rooms have sharp ledges that are at a child's head height. This is a safety issue, particularly as these rooms will regularly be used for assessments for children with developmental delays, and these children are often very active with reduced behavioural regulation skills. The ledges need to be removed.	Closed	Sue Valentine	Minor works	
280	26/4/19	Caroline Nadebaum	Ground	Ground	G36	The whiteboards in these rooms have sharp ledges that are at a child's head height. This is a safety issue, particularly as these rooms will regularly be used for assessments for children with developmental delays, and these children are often very active with reduced behavioural regulation skills. The ledges need to be removed.	Closed	Sue Valentine	Minor works	
281	26/4/19	Caroline Nadebaum	Ground	Ground	G37	The whiteboards in these rooms have sharp ledges that are at a child's head height. This is a safety issue, particularly as these rooms will regularly be used for assessments for children with developmental delays, and these children are often very active with reduced behavioural regulation skills. The ledges need to be removed.	Closed	Sue Valentine	Minor works	
282	26/4/19	Caroline Nadebaum	Ground	Ground	G38	The whiteboards in these rooms have sharp ledges that are at a child's head height. This is a safety issue, particularly as these rooms will regularly be used for assessments for children with developmental delays, and these children are often very active with reduced behavioural regulation skills. The ledges need to be removed.	Closed	Sue Valentine	Minor works	
283	26/4/19	Caroline Nadebaum	Ground	Ground	G36	Issue logged on behalf of Paediatric Allied Health team: The storage cupboard has no shelves installed. Shelves are required so that the required equipment can be stored.	Pending	Julia Blackshaw	Cupboards installed as per design. Users can organise additional shelving as required post occupancy	
284	26/4/19	Caroline Nadebaum	Ground	Ground	G30	The power plugs/electrical outlets (wall mounted and lower wall sockets) pose a safety risk. These rooms will regularly be used for assessments for children with developmental delays, and these children are often very active with reduced behavioural regulation skills. They may pull on the cords and play with sockets and outlets. Installing safety covers (for sockets) and/or a removable wall-mounted cover/door (for cords/outlets) would mitigate the risk.	Closed	Angus Campbell	Users to determin if there is a product that will solve this issue and then arrange to purchase it.	

285	26/4/19	Caroline Nadebaum	Ground	Ground	G36	The power plugs/electrical outlets (wall mounted and lower wall sockets) pose a safety risk. These rooms will regularly be used for assessments for children with developmental delays, and these children are often very active with reduced behavioural regulation skills. They may pull on the cords and play with sockets and outlets. Installing safety covers (for sockets) and/or a removable wall-mounted cover/door (for cords/outlets) would mitigate the risk.	Closed	Angus Campbell	Users to determine if there is a product that will solve this issue and then arrange to purchase it.	
286	26/4/19	Caroline Nadebaum	Ground	Ground	G38	The power plugs/electrical outlets (wall mounted and lower wall sockets) pose a safety risk. These rooms will regularly be used for assessments for children with developmental delays, and these children are often very active with reduced behavioural regulation skills. They may pull on the cords and play with sockets and outlets. Installing safety covers (for sockets) and/or a removable wall-mounted cover/door (for cords/outlets) would mitigate the risk.	Closed	Angus Campbell	Users to determine if there is a product that will solve this issue and then arrange to purchase it.	
287	26/4/19	Caroline Nadebaum	Ground	Ground	G39	The power plugs/electrical outlets (wall mounted and lower wall sockets) pose a safety risk. These rooms will regularly be used for assessments for children with developmental delays, and these children are often very active with reduced behavioural regulation skills. They may pull on the cords and play with sockets and outlets. Installing safety covers (for sockets) and/or a removable wall-mounted cover/door (for cords/outlets) would mitigate the risk.	Closed	Angus Campbell	Users to determine if there is a product that will solve this issue and then arrange to purchase it.	
288	26/4/19	Caroline Nadebaum	Ground	Ground	clinic b workrooms	Lockable storage for working files is required. The allied health service requires short-term storage for test forms (these are not retained long-term, but are needed to be accessible to clinicians for approx. 2-3 weeks while treating a patient). These forms cannot be uploaded to the DMR due to copyright and legal/professional requirements. Lockable storage for these test forms is required to ensure patient confidentiality is maintained. It is estimated that equivalent of 8 filing cabinet drawers of storage space is required for the allied health service for this purpose. We request installation of storage such as a tambour unit or filing cabinet in each of the two Clinic B workrooms. The under-desk drawers currently located in the workrooms are not wide enough to accommodate file storage.	Pending	Julia Blackshaw	Missing tambour unit. AH may need to purchase additional	
289	26/4/19	Caroline Nadebaum	Ground	Ground	G30	Wall mounted brackets for storing fit balls are too low and too close to wall. The current height is at children's head height and poses a safety risk. They also need to be located further out from the wall – currently they are too close and larger balls cannot be stored.	Closed	Mel Shackell	Product installed as per plans. If not meeting requirements then users need to order alternative and log a BEIMS to install post occupancy.	
290	26/4/19	Caroline Nadebaum	Ground	Ground	clinic A interview rooms	There are no height adjustable tables or child-sized chairs in either of the Clinic A interview rooms. The current furniture in these rooms is not suitable for cognitive testing (Psychology activity).	Closed	Angus Campbell	Height adjustable table enroute. Operational issue re location. Users to resolve	
291	26/4/19	Caroline Nadebaum	Ground	Ground	clinic B G30	Keys for lockable cupboards are missing.	Closed	Andrew McGavin	Keys have been located and are in the JKWC security office	3/05/2019

292	26/4/19	Caroline Nadebaum	Ground	Ground	clinic B G37	Keys for lockable cupboards are missing.	Closed	Andrew McGavin	Keys have been located and are in the JKWC security office	3/05/2019
293	26/4/19	Susan Grioli	Ground	Ground	opp main reception	Attached signage should include Pathology and Pharmacy	Closed	Sue Valentine	Being updated - awaiting delivery	
302	29/4/19	Sarah Ross	Ground	Ground	Medical Imaging	Access to x-ray for patient beds is difficult due to narrow corridors. No holding bay for beds / wheelchairs	Closed	Kath McDonald	Corridor width cannot be altered.. It is anticipated that General xray volume for Inpatients will be minimal. General xray examinations are usually quick and PSA/ nurse escort would remain during examination and escort patient straight back to ward , in most instances nullifying need for holding bay. Due to low volume of examinations if necessary – Xray room could be used as holding bay if transfer delay occurs Location of xray room predetermines access to it. Imaging staff have always assumed this xray room would be used to accommodate paediatric and adult Inpatients requiring xray from JKWC wards to ensure minimal transfers required to main imaging department. It is anticipated volume of inpatient xrays required will be small. Process for Inpatient xray will be – ward to log imaging request via EMR. Ward to call main Imaging department. Main imaging department will facilitate a time for ward to transport patient to xray and radiographer from main department will meet patient and PSA/nurse escort in JKWC xray room and complete xray exam. Patient will return to ward and Radiographer will return to main imaging department.	
303	29/4/19	Sarah Ross	Ground	Ground	Medical Imaging	Pathway to access x-ray for inpatients is via Ground floor atrium and through Paediatric Outpatient Waiting room which is not patient centred. Clarify process for inpatient x-rays on Ground floor as Imaging staff said it would only be used for fracture clinic but QRG states available 0800-1700 Monday to Friday	Closed		See issue 302	
327	29/4/19	Mel Shackell	Ground	Ground	near lifts	The large wooden sign to cafe and main hospital does not include arrows for pharmacy and pathology.	Closed	Sue Valentine	Duplicate	
333	2/4/19	J Cross	Ground	Entrance		The entrance to JK is double sliding doors, these doors close very quickly unable to move bed through safely for transfer of patients to RT.	Closed	Lendlease	Double doors programed for foot traffic not beds - WH will need to manage patient transfers during the 4-6 period	
335	30/4/19	Angus Campbell	Ground	clinic B	29	Hoops installed for Swiss/Gym balls doesn't fit the ball due to location (close to wall). Tested with ball as per photo. Suggest moving of hoop small distance to accomodate the purpose of the ball	Closed	angela Cannizzaro	Add to minor works list	16-May

336	30/4/19	Angus Campbell	Ground	clinic B	29	Hand sanitiser unit placed on wall in close proximity to multilevel steps location. Preference to move the hand sanitiser to ensure usage of hand sanitiser (currently not in logical location) and to ensure safe access to steps. Suggest move to wall on entrance to room (left hand side) or to other side of plinth (near cupboard) if no space to relocate to sink	Closed	angela Cannizzaro	On review by engineering users have advised to leave as is	16-May
354	2-May	Dianne Patterson	Ground	Paediatric specialist clinics	G.34	No nurse call handset	Closed	Andrew McGavin	Engineering have spares	
355	2-May	Phuong Nguyen	Ground	pharmacy		Wet area building defect. Items that need to be installed: - Paper towel dispenser - Microshield handwash dispenser	Closed	angela Cannizzaro	Completed	
356	2-May	Phuong Nguyen	ground	pharmacy		Fridge has a high amount of condensation. Issue has been previously reported to Andrew McGavin. Explanation given by engineering was that this will happen when air conditioning is not active. Richard Bartolo (infection control) has expressed concern about fungal growth.	Closed	Andrew McGavin	Humidity in pharmacy area has been reduced. Now for monitoring	
357	2-May	Phuong Nguyen	ground	pharmacy	Ground	Computer boxes are mounted below benches in pharmacy Current holders not fit for purpose. High potential for computer to fall out	Closed	Lendlease	Bracket supplied is too big which makes it not able to be used. Bracket needs to be adjusted to fit PC box	
358	2-May	Jason Heidrich	Ground	xray room		Mild Steel floor covering for cable runs associated with Shimadzu X-ray equipment should be stainless steel to meet Infection Proventions requirements for cleaning, etc... for further details please speak to Richard Bartolo	Closed	Sue Valentine	DHHS and lendlease agree the product is fit for purpose	
359	2-May	Jason Heidrich	Ground	integrated ultrasound reception		Damage to frame of image handing in reception area of Integrated Ultrasound	Closed	Sue Valentine	Actioned	
362	2-May	Clarissa Flemming	Ground	Height and weight bays		Curtains are required in both of the Height and Weight Bays located on the Ground Floor - Paediatric Specialist Clinics. This issue was raised during the functionality walks, but remains unresolved. Curtains being unavailable presents a clinical risk to all children, but is particularly important for children suffering from eating disorders and obesity.	Open	Angela Cannizzaro	Quotes obtained - in progress	

363	2-May	Marcela Posteraro	Ground	Plaster / Treatment room		After having attended the tour of JK and specifically the plaster room it came to our attention that there is only one computer in the room for clinical use. Currently we have 7 employees who require access to a computer, not only for administrative matters but more importantly access to Synapse, BOSSNet, Enlighten and EMR. A critical component of our role is to view x-rays each time we attend to a patient. This allows us to know how to safely and effectively mold a cast and reduce a fracture. There will be 3 beds in the room, as such we require 3 computers next to each bed so that we can visually view fractures and do our job. We understand that there was an oversight with one email that identified the need for 1 computer, this particular email also stated we needed a cot, clearly this is not the case and both are clearly an oversight and incorrect. The reality is that over the past couple of years there has been numerous conversations and formal meetings with a number of individuals regarding the essential needs/items the plaster room requires to function effectively, and again safely. In all past meetings we have stated the need for three wall mounted computers, so we are unsure as to who made the change to 1 computer. Further, there was never any suggestion that this wouldn't be a viable option for us. We would appreciate it if this matter could be dealt with prior to JK opening at the end of May 2019	Closed	Idi Baira	Thin clients installed on wall mounts 14/5/19	
370	2-May	Clarissa Flemming	Ground	Paed specialist Clinic clean utility / Medication Room		The Clean Utility/Medication Room on the Ground Floor - Paediatric Specialist Clinics - contains a large vaccine fridge and a small green medication cabinet that both require locks/swipe card access to be installed	Closed	Lendlease	The fridge keys have been located. The cupboards will be finalised by lendlease by 14/5	
372	2-May	Clarissa Flemming	Ground	Women's Clinic (Clinic A) and MFM (Clinic C) Clean utility / Medication room (2)		The Clean Utility/Medication Rooms on the First Floor - Women's Clinic (Clinic A) and MFM (Clinic C) - each contain a large vaccine fridge and a small purple medication cabinet that both require locks/swipe card access to be installed	Closed	Lendlease	The fridge keys have been located. The cupboards will be finalised by lendlease by 14/5	
373	2-May	Clarissa Flemming	Ground	womens clinic (Clinic A and MFM clinic C Clean Utility and Medication room		The Clean Utility/Medication Rooms on the First Floor - Women's Clinic (Clinic A) and MFM (Clinic C) - each contain a large vaccine fridge and a small purple medication cabinet that both require locks/swipe card access to be installed.	Closed	Lendlease	The fridge keys have been located. The cupboards will be finalised by lendlease by 14/5	
383	3-May	Danielle Meier	Ground	Security office		Door handle loose. Inside security office needs to be screwed tighter.	Closed	Lendlease	Fixed	7/05/2019
387	3-May	suzie	Ground	Entrance		I was under the impression Lend Lease were going to create a bulkhead around the sliding door at the CBR Linkway. This hasn't been completed.	Closed	Lendlease	Has been cleaned and will stay as is	
389	3-May	Karin Haufe-Stellini	Ground	Volunteers Office		Removal of the Interpreter service sign located on the volunteer office	Closed	Lendlease	Signs removed for correction and will be reinstated	

390	3-May	Cath Lowry	Ground	audiology booths		Blinds were to be fitted to both sides of the windows between the booths and anterooms. 2 blinds have been fitted to one side of the window. (ante room side.) One purpose of the blind is to eliminate reflection from the computer inside the booth .	Open	Angela Cannizzaro	Film to be fitted as interim solution	
392	3-May	Phuong Nguyen	Ground			Pharmacy satellite fridge that was built according to custom requirements not currently fit for purpose. (Variance in temperatures across the length of the fridge. Temperature BELOW minimums 2 degrees C on one side and above maximum of 9 degrees C on the other). As a result, refrigerated medications CANNOT be stocked in pharmacy satellite before the move date	Closed	Andrew McGavin	Hire fridge insitu while fridge being repaired	
393	3-May	Sarah ross	Ground	Pathology reception		Door - Swipe card access on door to pathology. Confirm whether door will be kept open during working hours	Closed	Dani Meier	Users to contact Dani and inform her hours they want to door programmed to be open	
394	3-May	Sarah ross	Ground	immunisation room		No printer in the Immunisation Room.	Closed	Idi Baira	Not specified in ICT plan. Will relocate one	
395	3-May	Sarah ross	Ground	Waiting area / outside play area		Patients / Families won't be able to hear the Enlighten announcements if they are in the outside play area. Consider outside annunciator.	Open	Adele Mollo	Adele exploring options with IT and HSS for outside enunciator	
396	3-May	Sarah ross	Ground	clinics Wait area		Will the TVs in the waiting areas be used for patients or for the calling patients. Access to distraction therapies in clinic.	Closed	Erin Casey	TVs will be used as TVs. There are separate QMS call screens in the waiting areas which will be used for calling the patients. Distraction features installed by the project team in the x-ray room and (TVs) will be in the plaster room. Nothing scoped for treatment rooms.	
410	3-May	Sarah ross	Ground	immunisation room		Hooks on wall above where patient / parents sit. Uncertain re purpose of these hooks. Potential risk for children?	Closed	Mel Shackell	Hooks are for the airway/resus pack will be installed soon	
411	3-May	Sarah ross	Ground	immunisation room		No sharps containers.	Closed	Rutna Djeng	Sharps container ordered for this room. No sharps containers yet in place but are on site	
412	3-May	Sarah ross	Ground	Pathology reception		Signage - No signage to tell patient to take a number and wait	Closed	Kellie Foran	Dorovitch organising to address this	
430	6-May	Clarissa Flemming	Ground	Treatment room	G 27	The installation of sphygmomanometers is required in the following rooms: 1) Treatment Room - G.27 (1)	Closed	angela Cannizzaro	Duplicate issue	
431	6-May	Clarissa Flemming	Ground	Plaster room	G26	The installation of sphygmomanometers is required in the following rooms: Plaster room (3)	Pending		There was no sphygmo included for this room. Review requirement for wall mounted one post occupancy or use mobile device.	
456	7-May	Phuong Nguyen	Ground	pharmacy		Some corners on benches and shelves are conducive to staff injury. BEIMS logged for engineering to scope	Closed		No issues post occupancy	

457	7-May	Phuong Nguyen	Ground	pharmacy		Some corners on benches and shelves are conducive to staff injury. BEIMS logged for engineering to scope	Closed		No issues post occupancy	
458	7-May	Phuong Nguyen	Ground	pharmacy		Medication room on level 7 is currently very warm Room is currently stocked with temperature-sensitive medication Collection of ambient temperature data is currently underway (via Log Tag) Please follow up as a matter of urgency	Closed	Jon Patten	Temperatures changed yesterday and being monitored	
465	7-May	Phuong Nguyen	ground	pharmacy		Delivery of shelving (horizontal racks) incomplete Ordering of bulk injectables delayed Setup of pharmacy delayed	Closed	Rutna Djeng	Shelving insitu	30/05/2019
466	7-May	Phuong Nguyen	Ground	pharmacy		Delivery of wireless handsets intended for mobile ward pharmacist delayed Currently on order but ETA unknown Communication between ward pcists / clinical staff / ward / dispensary essential and severely impacted Will have to revert to paging system if handsets not received by move date	Closed	Andrew McGavin	These are an additional request for phones outside of the project scope. They have been provided	
484	8-May	Phuong Nguyen	ground	Pharmacy	JKG.010	Freezer in JK Satellite pharmacy is not connected to BMS, Awaiting for Nuline to resolve the issue---> unable to get clearance for stocking medications	Closed		Fridge	
520	8-May	clarissa Fleming	Ground	Corridor		There is a sign that directs patients to "Rooms G.07-G.16". The sign should read to "Rooms G.04-G.15".	Closed	Lendlease	No issue with current signage and wayfinding	
521	8-May	Phuong Nguyen	Ground		JKG.013	1 area /section of the vinyl floor is very slippery. There are multiple near misses with slipping especially when shoe coveralls are worn.	Closed		Booties not required for pharmacy due to cleaning regime	
522	8-May	Phuong Nguyen	Ground		JKG.013	Mesh shelving is still not available for pharmacy, there is no ETA at this stage. This will prevent JKWC Satellite pharmacy from stocking up the pharmacy, subsequently potential delay with the supply of medications to the wards when JKWC is fully operational (as work flow is interrupted and extra time to source the meds from the main pharmacy)	Closed	Rutna Djeng	Shelving not completed - frame in place but no shelves. Still awaiting for delivery possibly not until June	
550	10-May	Phuong Nguyen	Ground	Pharmacy	JKG.020	The intercom system in pharmacy is not fit for purpose. There is no video function and is not consistent with the current pharmacy standard. Our current standard requires voice call and video. There is a small window however we are unable have a full view of who may be behind that door. This is a design fault. Please review	Open	Lendlease	The right kind of hardware is in place but it is programmed incorrectly. A second intercom point is on order to provide the required coverage. A different console will be ordered.	

551	10-May	Phuong Nguyen	Ground	Pharmacy	JKG.012	The current fridge bank is not fit for purpose- Nuline is working through the resolution of the problem. There is a loan fridge in Pharmacy however this fridge can not be connected to the BMS. Nuline will supply a Nuline fridge on Monday/ Tuesday next week where it can be connected to the BMS as a temporary solution until the fridge bank is fully operational.	Open	Andrew McGavin	Fridgehas been fixed and temperature is stable. For connection to BAS	
552	10-May	Phuong Nguyen	Ground	Paediatric Outpatient	Clean utility/med room	There is still no lock on the medication cabinet, pharmacy has been asked to stock medication for this cabinet. Since there is no lock we are yet to stock the meds as planned	Closed			
565	13-May	Kylie roper	ground	Ground		Require 3 Clinell brackets to be put up on the walls in pharmacy. Was missed in the initial instalment	Closed	Angela Cannizzaro		13/05/2019
566	13-May	Angus Campbell	Ground	Ground	clinic B	store 2/3/4 Main Storeroom door unable to be kept open. Door needs to be able to stay open to allow klax trolley to wheel in/out with toys/equipment. Small door doesn't fit trolley. Can these doors be modified to stay open or slow close?	Closed	Sue Valentine	Door not able to be modified. Users to get door stop	
567	13-May	Angus Campbell	Ground	Ground	cliniic B room 29	Missing powercord for electric rail charging	Closed	Andrew McGavin	Andrew to provide a cord	
568	13-May	Angus Campbell	Ground	Ground	Clinic B	storeroom 3 Latch doesn't stay locked on storeroom door. Once opened by swipe then closed the mechanical latch doesn't return into place allowing and not locking, which them allows for the storeroom door to be opened without swipe card	Closed	Lendlease	Resolved	5/06/2019
569	13-May	Angus Campbell	Ground	Ground	room 29	No frosting on glass door. Impacting on the privacy of patients in this therapy room. Particularly as this is the first door that all other patients will pass in this clinic area.	Pending	Julia Blackshaw	Users can consider getting a decal if needed	
573	13-May	Susan Grioli	ground	Ground	childrens clinic A	Blinds need to be installed - unable to use reception computers - morning sun blinding	Pending	Sue Valentine		
575	13-May	Dianne Patterson	Ground	Ground	clinic A G 19	Power point not fixed to the wall.	Closed	Lendlease		
582	13-May	Angus Campbell	Ground	ground	clinic B corridor	Emergency Exit door isn't secure from inside. Is accessible (handle within reach, no security) by anyone (patients, children, visitors) in the corridor or clinic B area. Also has a emergency door release button but is not locked down. Should there be a swipe lock on this door (thus enabling to open in an emergency)?	Closed	Lendlease	Works completed	28/05/2019
592	13-May	Clarissa Fleming	Ground	Ground	Clean utility	Please relocate the glove dispenser to the right hand side of the sink. It is not possible to insert boxes of gloves into the glove dispenser in the current position.	Closed	Angela Cannizzaro		
593	13-May	Kylie roper	Ground	Ground	clinic A	Doppler is on stand but has not been screwed on.	Closed	Dung Dang	In biomed office ready for pick up	28/05/2019
611	14-May	Dianne Patterson	ground	Ground	Medical Imaging G.22	Suction canister bracket need to be placed on the wall and First Responder bag hooks X 2 set placed on the wall.	Closed	Angela Cannizzaro		

619	14-May	Vicki Saunders	ground	Ground	clinic B	<p>With the move to JKWC, Dietetics requested and was previously allocated to a room in clinic A. Each of these rooms are set up with a desk, a chair, a computer and a phone.</p> <p>However, we have recently been informed that we are unable to be located in clinic A and must move to clinic B. Clinic B rooms are allied health treatment rooms and therefore need floor space. To my knowledge, there are no desks and hence no computers or phones. We need to use the workstations on wheels.</p> <p>As a Dietitian, to work efficiently and safely, we need a desk, a chair, a computer +/- a phone in our treatment room every time we see a patient. We need to look up medical records, biochemistry and growth charts while seeing our patients. We have been told we will be using the workstations on wheels in clinic B however I have a medical condition, Carpel Tunnel Syndrome, and as a result, I can't effectively use the work stations on wheels. The reason for this is that the type of keyboard attached is difficult to type on and also the ergonomics of the work station are unfavourable. I find my condition worsens after a few minutes of using the workstations.</p> <p>This previously was not an issue when were allocated a clinic space with a desk, a chair, a fixed computer and a phone. I am writing to see what can be done to improve this set up in a room in clinic B from an occupational health and safety perspective.</p>	Closed	Julia Blackshaw	OHS involved and have made recommendations to address this	
623	14-May	Clarissa Fleming	ground		G27	Please relocate the diagnostic set and sphygmomanometer from the Special Care Nursery - Level 5 - Room 5.32 to the Paediatric Specialist Clinics - Ground Floor - Room G.27.	Closed	Angela Cannizzaro	Completed	21/05/2019
629	15-May	susan Grioli	Ground	Ground floor back lifts		the signage on the double glass doors "Ambulance Entry" is not visible - need replacing - requested by Wendy Watson	Pending	Christine Neumann	DHHS have instructed this is a WH issue	
630	15-May	susie Bassingthwaite	Ground	Clinic B	G36	The light dimmer adjustment function is not working. The room is currently set to dull lighting and will not brighten. This room must have both dull and bright light options as it is a multipurpose space.	Open	Andrew McGavin		
647	16-May	angus campbell	ground	clinic B	Height and weight bay	Tap keeps turning on by itself	Closed	Lendlease	Some taps programmed to flush when inactive for example in unoccupied room. Other sensor tap issues resolved	
648	16-May	Clarissa Flemming	ground		GW- CU	<p>Please relocate the key safe from Sunshine Hospital - Ground Floor - Pod 2 - CU/Medication Room to JKWC - Ground Floor - Children's Clinics - CU/Mediation Room.</p> <p>The key safe should be installed beneath the green medication cabinet.</p> <p>The key safe can not be relocated until Friday the 17th of May, 2019.</p>	Closed	Angela Cannizzaro	Completed	20/05/2019

662	17-May	Dianne Patterson	ground	Plaster room	G26	Blue responder bag hooks X 3 sets at each bay in the plaster room & 1 set of hooks in the treatment room G.27	Closed	Angela Cannizzaro		
669	17-May	Idi Baira	Ground	Ground	G.26	Require installation of 3 keyboard shelves in the plaster room. Shelves will be supplied.	Closed	Angela Cannizzaro	Completed	17/05/2019
709	17-May	Erin Casey	Ground	Ground	clinic A	Please relocate existing key safe from the Clean Utility in the Acute Services Building to the Clean Utility Room in the Paediatric Specialist Clinics on the Ground Floor of JKWC. To be done urgently on Monday 20th May as discussed on phone with Susan Grioli. This job is previously listed Clarissa Fleming will be main contact for this job - 0450 057 754	Closed	Angela Cannizzaro		
751	20-May	erin Casey	ground	Ground	Toilet near reception	Toilet paper dispenser in toilet near main reception (on the right as you are looking at reception) is broken and keeps opening when you pull the paper out. Dispenser needs to be replaced. should also be replaced with double dispenser as high traffic/use toilet so paper will frequently need to be replenished.	Open	Angela Cannizzaro	Current location of dispensers in the disabled toilet means that they can't be locked. Placement to be reviewed	
761	20-May	Cathy Lowry	Ground	Ground	G32	Trip hazard in doorway, when walking from booth into anteroom space. Carpet is not flush.	Open	Lendlease	? Concrete too high at entrance to booth.	
763	20-May	Marcela Posteraro	ground	ground	Plaster room clinic A	Currently we only have 1 glove box holder that is wall mounted. We require 2 extra glove box holders (a 3 size is fine) to be fit (one next to each working cubicle) to allow ease of access.	Closed	Angela Cannizzaro		
805	21-May	Gus Campbell	ground	ground	beverage bay	Zip tap squirts hot water intermittently without tap being pushed on. Please review and suggest a service	Closed	Jon Patten		
813	22-May	Phuong Nguyen	ground	ground	Clean utility room	Medication fridge does not appear to have self closing mechanism on the fridge door--is the self closing mechanism not included in the Nuline fridge range? or is it due to the balance /position of the fridge? please assess The lack of self closing mechanism from the fridge door increases the risk of the fridge to be alarmed, this will have an impact on the medications stored in these fridges NB: all medication fridges (except the double door fridges in birthing and NICU medication room) do not have self closing mechanism.		Andrew McGavin	Not designed to have self closing doors	
839	22-May	Cathy Lowry	ground	ground	G.33	Swinging door between audiology corridor and beverage bay is banging. could the closing mechanism be adjusted to be a softer close?	Closed	Andrew McGavin	Duplicate issue	
842	22-May	Lei Ching Yeoh	ground	ground	pharmacy	Nuline Fridge temperature is too low today. Seems to be overcompensated. Please check ASAP.	Closed	Andrew McGavin		

860	23-May	Phuong Nguyen	ground	ground	Pharmacy	The Pharmacy Good Receiving area has 2 doors panel. the smaller door does not have a door closure. it has been noted that unauthorized entry to pharmacy has been occurring on multiple occasions. This poses security risk as well as a breach in drug poison legislation in regards to medication storage and compliance with the VPA guidelines - can someone please assess this as it may be a design fault which requires urgent attention	Closed	Andrew McGavin	Completed	
861	23-May	Gus Campbell	Ground	ground	G37	Require installation of resus hooks for resus pack and suction unit	Closed	Angela Cannizzaro		
862	23-May	Gus Campbell	Ground	ground	clinic B G29	Installation of resus pack 3 x hooks please.	Closed	Angela Cannizzaro		
863	23-May	Gus Campbell	Ground	ground	GEST 4	Installation of IPAD safe and Key lock box in storeroom. Both located in room and ready to be installed for minor works	Closed	Angela Cannizzaro	Completed	
873	23-May	Cathy Lowry	ground	ground	clinic B - audiology to beverage bay	Please check closing mechanism on doorway between audiology and beverage bay. Door is banging. needs a soft close. can a door stop of some sort be installed to hold door open when required to be open?	Open	Angela Cannizzaro	Now BEIMS rased RO214289	
874	23-May	Cathy Lowry	ground	ground	clinic B Room 33	Door to room always swings closed, currently using a chair to hold it open. Needs to default to open.	Open	Lendlease	Carpenter has reviewed fault with door frame. Now Lendlease RO214290	
875	23-May	Cathy Lowry	ground	ground	Clinic B Room 32	Please install clinell and hand sanitiser holders to the above room in audiology	Closed	Angela Cannizzaro		
876	23-May	Cathy Lowry	ground	ground	Clinic B Room 33	Please install clinell and hand sanitiser holders to the above 3room in audiology	Closed	Angela Cannizzaro		
877	23-May	Cathy Lowry	ground	ground	Clinic B Room 34	Please install clinell and hand sanitiser holders to the above room in audiology	Closed	Angela Cannizzaro		
897	24-May	Dianne Patterson	Ground	Ground	Medication room	Key safe needs to be removed and returned to Adult Specialist Clinic medication room. The NUM of Paediatric Specialist clinics has another key safe to be installed in the Paediatric medication room.	Closed	Angela Cannizzaro	BEIMS	
900	24-May	Susan grioli	ground	ground	linkway to radiotherapy	(Photo attached) the window frames within the linkway have not been completed	Closed	lendlease	Works still underway	
901	24-May	Andrew Do	Ground	Ground	Rear of hydrotherapy pool	A temporary fence was removed near the hydrotherapy pool during the construction of Joan Kirner and needs to be replaced. It is against regulations to have the CO2 tank unguarded.	Open	lendlease	Design solution in progress 5/6/19	
916	24-May	Judy Carlon	ground	ground	PaediatricOut patients	This Immunisation room is swipe access room as contains a vaccine fridge and therefore requires limited access by staff. Today the room was open on arrival as cleaners had been in it. Cleaners should not have access to this room. The staff who should have access to this room are: Nursing staff- Judy Carlon, Sharon Malone, Claire Sanguinetti, Leanne Hopper, Jenney Wong, Katerina Medjumurac, Ashley Davies NUM's , Clarissa Fleming Pharmacy staff	Closed	Marie Brennan	The vacine fridge is designed to be locked at all times, this immunisation/ consult room is a similar comparison to the clean utility rooms which have locked fridges and locked S4 meds safe and are general access to staff only. This is an issue that requires to be followed up with Marie Brennan to ensure cleaning staff lock the room after cleaning.	

944	28-May	Angus campbell	ground	ground	clinic B height	Significant incident occurred of non family (another patients family member) seen observing a baby getting undressed/naked for weighing. Severe privacy breach. Riskman to be logged by staff member of incident however propose we urgently get a curtain to cover the full length of the height and weight bay to preserve the privacy of babies/infants/children getting weighed.	Closed	Angela Cannizzaro	Closed duplicate issue	
945	28-May	Angus campbell	ground	ground	clinic B height and weight bay	Significant incident occurred of non family (another patients family member) seen observing a baby getting undressed/naked for weighing. Severe privacy breach. Riskman to be logged by staff member of incident however propose we urgently get a curtain to cover the full length of the height and weight bay to preserve the privacy of babies/infants/children getting weighed.	Closed		Duplicate issue	
949	28-May	Caroline Nadebaum	ground	g	G28	A clock needs to be mounted on the wall. We have a clock, which I will leave in the room for you. I will mark the placement on the wall with a sticky note.	Closed			30/05/2019
957	29-May	Thai Ly	ground	g	pharmacy	Receiving door in pharmacy has hydraulic closer. Door will predominantly used for large trolley access. Staff / delivery personnel will benefit from having a 'door holders'	Closed	christine Neumann	Door stop to be used as an interim measure. Review in 6 months to see if further works required	
958	29-May	Angus campbell	ground	g	G29	Test and tag Treadmill please	Closed		Completed	30/05/2019
973	30-May	Tania Tasevski	Ground	g	paed specialist clinics reception	In the morning 8:30 to 10:30am staff at reception cant see due to the sun coming through the top part of the glass. Comptures are hard to see because of this. Could some blinds or tinting be added to the glass windows.	Closed		Closed duplicate issue	
973	30-May	Tania Tasevski	Ground	g	paed specialist clinics reception	In the morning 8:30 to 10:30am staff at reception cant see due to the sun coming through the top part of the glass. Comptures are hard to see because of this. Could some blinds or tinting be added to the glass windows.	Closed	Christine Neumann	Closed - duplicate issue	
983	30-May	Caroline Nadebaum	Ground	g	G35/36	Job logged on behalf of the Paediatric Allied Health team: The sound system between G35 and G36 is supposed to function one way (sound from G35 heard in G36 but not vice versa) but is currently functioning as a two-way sound system (sound from either room can be heard in both rooms). The purpose of the observation room set-up is to be able to observe a child assessment happening in G35 from G36 without the child being distracted by the people observing. However currently the child being assessed can hear discussions from G36. Consequently clinicians have not been able to use the sound system when using these rooms, limiting the functionality of the rooms and the efficacy of the assessment process. We request that the sound system be converted to a one-way system, with sound from G35 audible in G36 but not vice versa.	Closed	Andrew McGavin	Modified by engineering to be a one way system instead of 2 way	7/06/2019

986	30-May	Angus Campbell	Ground	g	clinic B Room 35	Update on issue 262. Issue of bi-fold door not being lockable/child safe previously raised through functionality walk. Outcome from this walk was the builders work was to occur. Can you please review as issue outcome currently pending for review post occupancy	Open	Andrew McGavin	This was raised via aconex after the functionality walk. Needs a lock	
987	30-May	Angus campbell	Ground	g	bev Bay - clinic B	Relogging job (805) as closed but not resolved. Zip tap spurting boiling water intermittently when not pressed. Also needs to be tightened to stop it moving	Open	Lendlease	Engineering unable to fix. Needs to be addressed by zip ASAP (also issues on level 2 and 7 and 8 in patient lounge)	
993	31-May	Tania Tasevski	Ground	g	Staff Tea Room	The door to our staff tea room has swipe access but the door doesn't automatically close. We need a hydraulic automatic door closer put onto the back of the door, as the staff lockers, toilets and lunches are kept in this room and the door isn't kept closed. It's at the back of clinic and easily accessed by the public.	Closed	Andrew mcGavin	Door reviewed closing adequately.	
1000	3-Jun	Judy carlon	ground	ground	5	Vaccine fridge door does not automatically close by itself. Fridge level requires readjusting. The fridge door should shut by itself, as if left open accidentally could result in a vaccines temperatures rising and therefore vaccines will be invalid to use. Vaccines have to be kept between 2-8 degrees.	Closed	Andrew McGavin	Nuline to review	
1003	3-Jun	Mikhaila	ground	G	Staff lifts	The staff lifts frequently are all 'out of order'. I stood at these lifts with ambulance staff from PIPER, who had two preterm babies needing to be transferred to NICU, for about 7 minutes. During this time there was one code green called however intermittently the lifts flickered from being in service -> code blue -> out of order (all simultaenously) -> some out of order. Having at least one staff lift remain in use during emergency calls is vital otherwise more emergencies will ensue (e.g. preterm babies needing t/f to NICU waiting 5 mins is ok however not waiting 15 mins.... then this also becomes an emergency).	Closed		Code in progress which will call all available lifts as per plan	
1005	4th June	Sara Lewis	Ground	g	Reception	Location and openness of the front desk and main entry doors means the space so cold, especially sitting at the desk all day. When there is higher foot traffic through the entrance the lights above the desk as well as suspended tapestry both swing and move in the wind tunnel that gets created. We do not have a heater in the reception area and it is in a large space, if there is some way to keep the warm air inside or the breeze from outside from coming in that would be appreciated. Thank you.	Pending	Andrew McGavin	Monitor and consider options	
1008	4-Jun	Khyalla Morgan	ground	Ground	Room 36	Lights are too dim and unable to be brought up to correct brightness. This is causing headaches and ocular pain for staff, and is an unsafe room for conducting assessments with children. please djust the brightness so it can be brought to match other rooms.	Closed	Lendlease	Closed - duplicate issue	

1009	4-Jun	Khyalla Morgan	ground	Ground	room 29 Large	No Blood Pressure or Blood Sugar assessment items in gym. As this is a therapeutic space there is a high risk of fluctuating BP and BSL. We had a child vasovagal within the gym and we were unable to assess her blood pressure. This is a clinical risk.	Open	Julia Blackshaw	AH to determine what their requirements are for this area re. BP cuffs	
1010	4-Jun	Khyalla Morgan	ground	Ground	room 29 Large	Due to the controlled temperature and the lack of opening windows the gym get's very warm. As people are exercising (running/jumping/cycling) within this area it becomes very uncomfortable for the staff and the client. One patient felt dizzy today due to the warm temperature whilst being assessed. This problem will get much worse as the weather warms. If a fixed wall fan or temperature control dial could please be installed that would be wonderful	Open	Jon Patten	Engineering to see if room temp can be reduced slightly without impacting other areas	
111	12/4/19	Susan Grioli	Ground	reception		the Defibrillator box to be installed	Closed	Sue Valentine	Completed 2/5/19	2/05/2019
217	23/4/19	Clarissa Fleming	Ground	paeds specialist clinics	Plaster Room	Missing hooks for resus packs to hang on	Closed	angela Cannizzaro	Works completed	20/05/2019
218	23/4/19	Clarissa Fleming	Ground	paeds specialist clinics	Treatment	Missing hooks for resus packs to hang on	Closed	angela Cannizzaro	Works completed	20/05/2019
485	8-May	Dianne Patterson	Ground	Ground floor	G29	First responder bag hooks missing from wall and bracket for the suction cannister is missing	Closed	Lendlease		
653	16-May	Susie Bassingthwaite	Ground	Ground floor	Clinic B - toilet next to room G 38	Dyson hand dryer doesn't work.	Closed	Angela Cannizzaro	Checked by engineering and working	22/05/2019
790	21-May	Thai Ly	Ground	Ground		There is now to be a till at ground floor pharmacy There is some cabinetry in place but a hole needs to be drilled into the bench for power cables / till cables etc.	Closed	Angela Cannizzaro		
852	23-May	Thai Ly	ground	ground	pharmacy	Back door to pharmacy does not have a hydraulic self-closing mechanism Door being left open is giving access to restricted area is being frequently inadvertently left open	Closed	Andrew McGavin	Duplicate issue	
888	23-May	Angus campbell	Ground	ground	G31	No hand sanitisers in workroom areas. please install x 2	Closed	Angela Cannizzaro		
889	23-May	Angus campbell	Ground	ground	G40	No hand sanitisers in workroom areas. please install x 2	Closed	Angela Cannizzaro		
918	27-May	Tania Tasevski	Ground	Ground	Paeds specialis	The door to the reception area has a very heavy door needs to be able to be held open during clinic hours as the printer for clinic is in the back office. Staff are complaining of having sore shoulders because of opening it so many time throughout the day. Please asses asap and fit a magnetic door holder to push against. At the moment we are wedging the door open to avoid injury to staff during office hours.	Pending	Adele Mollo	Will need to do new works form if wanting a magnetic hold open. Otherwise users to get door chock as interim measure	

Closed by	Issue category
Lend Lease	Plumbing
	Duplicate
Andrew McGavin	Signage
	Minor works
Andrew McGavin	Signage
	FFE
	FFE
	Door
	Building design
	Duplicate
	Fire panel
	FFE
	Decal
	FFE
	ICT
Sarah ross	Operational
Erin Casey	Operational
	Signage
Erin Casey	Operational

	Operational
Erin Casey	Operational
	Minor works
Andrew McGavin	Decal
	Decal
	Lighting
	Minor works
	Door
	Defect
	Infection control
	Cleaning
	Door
	FFE

	Door
Sue Valentine	Minor works
	Defect
	Minor works
	Minor works
	Infection control
	Infection control
	Infection control
	Infection control
	Minor works
	FFE
	FFE
	FFE
	Door
	Door
	Door
	Door
	FFE
	Minor works
	FFE
	plumbing

Rutna Djeng	FFE
	Plumbing
	FFE
	Plumbing
	Plumbing
	Plumbing
	Defect
	Minor works
	Minor works
	Minor works
	Minor works

	Minor works
	Infection control
	Fridge
	Fridge
	FFE

	Door
	plumbing
	temperature
	temperature
	temperature
	temperature
Angela Cannizzaro	minor works
	ICT
	Temperature
	Decal
	Decal

	Security
	Building design
	FFE
	Temperature
Angela Cannizzaro	Electrical
	Plumbing
Angela Cannizzaro	Temperature
Angela Cannizzaro	Temperature
Angela Cannizzaro	Temperature

	Temperature
	Signage
Bronwyn Menadue	Minor works
	Door
Susan Grioli	minor works
	Door

	Minor works
Sue Valentine	Door
Andrew McGavin	Door
	Door
	Door
	Door
	Door
	Minor works
	Minor works
Sue V	FFE
	Nurse call
	Door

	Theatre CSSD
	Theatre CSSD
	Theatre CSSD
Sue V	Theatre CSSD
	FFE
	Theatre CSSD
	Theatre CSSD
	Plumbing
Andrew McGavin	Signage
	Theatre CSSD
	Plumbing
	Theatre CSSD
	Theatre CSSD
	Theatre CSSD
Sue V	Door
Sue V	door
	Building design
	Plumbing
	Plumbing

	Theatre CSSD
	Theatre CSSD
	Theatre CSSD
	Door
	Theatre CSSD
	Theatre CSSD
	Theatre CSSD
	Theatre CSSD
David Ford	Theatre CSSD
David Ford	Theatre CSSD
Andrew McGavin	Theatre CSSD
	Theatre CSSD
	Door
LendLease	Gases
Andrew McGavin	Flooring
	Flooring
Andrew McGavin	Signage
	Signage
Andrew McGavin	Defect

	Theatre CSSD
Andrew McGavin	Plumbing
	Door
	Theatre CSSD
Andrew McGavin	Signage
Andrew McGavin	Plumbing
	Defect
Andrew McGavin	Theatre CSSD
Andrew McGavin	Theatre CSSD
	Theatre CSSD
	Theatre CSSD
	FFE
	Theatre CSSD
Andrew McGavin	Cleaning
	Building design
Andrew McGavin	Defect
	Theatre CSSD
	Minor works
	Door
	Minor works
	Temperature
	Duplicate
Bronwyn Menadue	Minor works
	Defect

	Minor works
	Minor works
	Minor works
	Minor works
	Minor works
	Minor works
	Minor works
	Theatre CSSD
	Theatre CSSD
	Theatre CSSD
	Security
	Emergency buzzers
Lend Lease	Plumbing

	Building design
	Duplicate
	Pneumatic tube
Frank Berardi	ICT
	ICT
	ICT
Frank Berardi	ICT
Frank Berardi	ICT
Frank Berardi	ICT
Mel Shackell	Pneumatic tube
	Pneumatic tube
	Security
	Door
	duplicate
	Nurse call
	Lifts
	Nurse call
	Building design
	Phones
	Door
	Door

	Minor works
	FFE
	Duplicate
	Nurse call
	ICT
Erin Casey	Bed cards
	Phones
	Phones
	FFE
	Operational
	Operational
	Defect
	Overhead PA

	Door
Mel Shackell	Pneumatic tube
	Signage
	ICT
	Phones
	Biomed
Julia Firth	Pneumatic tube
	Duplicate
Andrew McGavin	minor works

Andrew McGavin	Door
Dani Meier	Security
	Phones
	Phones
	phones
	Security
	Decal
	Decal
	Decal
	Decal
	Cleaning
Sue Valentine	Air pressures

	Duplicate
	Door
	phones
	Minor works
	Biomed
	Annunciators
	Temperature
Suzie Halil	Minor works
Suzie Halil	Minor works
	Temperature
	Door
	Minor works
Angela Cannizzaro	Minor works

	Infection control
	Minor works
	FFE
Andrew McGavin	Fridge
Andrew McGavin	Fridge
	Door
	FFE
	FFE
Angela Cannizzaro	Minor works
	Plumbing
	Operational
	Temperature
	duplicate

	Door
	Minor works
Andrew McGavin	Door
	Door
Andrew McGavin	Electrical
	ICT
	Minor works
	Theatre CSSD
Andrew McGavin	Minor works
	ICT
	Clocks

	Theatre CSSD
	Fridge
Fridge	

	operational
	plumbing
	Temperature
	minor works
	plumbing
	Electrical
	Electrical
	door
	ICT
	Plumbing

	security
	Minor works
	FFE
	Plumbing
	Plumbing
Andrew mcGavin	Fridge
	Plumbing
	Operational

	Duplicate
	Minor works
	Theatre CSSD
	Flooring
	Minor works
	Building design
	Signage
	Door
Sue Valentine	Door
	Door

	Duplicate
	Door
	Signage
	duplicate
	Door
	Duplicate
	Temperature
	Door
	Gases
	Duplicate
	FFE

	Minor works
	Defect
	Duplicate
Dani Meier	Security
	duplicate
	duplicate
	ICT
	Door
	Nurse call
	Operational
	Security
Erin Casey	Operational

Erin Casey	Operational
	FFE
	FFE
Andrew McGavin	Decal
	Duplicate
Julia Firth	Pneumatic tube
	Duplicate
	Lockers
	Phones
Sarah ross	FFE
	Operational
	Operational
	Operational
	Temperature

	Defect
Andrew McGavin	Door
	Door
	FFE
	Minor works
	Cosy cot
	Ventilation
	Ventilation
	Nurse call
	Nurse call
	Nurse call
	Nurse call

	Clocks
	Door
	FFE
	Defect
	Defect
	Defect
	Defect
Sue Valentine	Defect
	Minor works
Angela Cannizzaro	Minor works
	FFE
	Minor works
	Minor works
	Minor works
	ICT
Andrew McGavin	Defect
	Building design

	Duplicate
	Temperature
	FFE
	Minor works
	Signage
	Signage
	FFE
	Nurse call
	Plumbing
	Plumbing
	Duplicate
	Duplicate

	Minor works
	FFE
	Operational
	Operational
	Operational
#NAME?	Operational
Jon Patten	Duplicate
	Electrical
	Plumbing
	Duplicate
	Operational
	Pneumatic tube
Dani Meier	Door
	FFE
	Nurse call
	Electrical

	duplicate
	nurse call
	duplicate
	Operational
	Bed cards
	Electrical
Dung Dang	Biomed
	Duplicate
	Plumbing
	Operational
	Operational
	Electrical

	Fridge
	Door
	Minor works
	Minor works
	plumbing
	duplicate
	Nurse call
	FFE
	temperature
	Temperature
	Security
	Plumbing
	bed card
	Electrical
	Duplicate
	Plumbing

	Electrical
	Operational
	FFE
	Electrical
	Electrical
	Electrical
	Electrical
	Fridge
Angela Cannizzaro	Plumbing
	Flooring
	Duplicate
	Duplicate
	Duplicate
	Electrical
	Duplicate
Sue Valentine	Door

	Security
	Building design
	Signage
	Door
	Defect
	Lifts
	Plumbing
	FFE
Suzie Halil	Door
Suzie Halil	Door
	Plumbing
	Defect
	Noise
	Temperature
	Temperature

	Door
	Temperature
	Plumbing
	Door
	door
	Decal
	Decal
	Decal
	plumbing
	Decal
	temperature
	temperature
Sue Haines	FFE
	Defect
	FFE

	Plant room
	Building design
Lend Lease	Plumbing
	Signage
Sue V	FFE
Sue Valentine	Defect
	Gases
	Signage
Dani Meier	Door
Andrew McGavin	Gases
Andrew McGavin	Gases
Andrew McGavin	Painting
	Gases
	Building design
	Gases
	Keys

	Dirty utility
Sue Valentine	Defect
Mel Shackell	Plumbing
	Defect
	Plumbing
	Door
	Phones
	Phones
	Door
	Door
	Defect
Julia Firth	Pneumatic tube
	Infection control

	Duplicate
	Decal
	Door
	Door
Suzie Halil	Minor works
Suzie Halil	Minor works
Suzie Demir	Minor works
	plumbing
	plumbing
	Electrical
	Signage
	Duplicate

	Minor works
	Door
	plumbing
	Operational
	FFE
	FFE
	Fridge
	minor works
	Blind
	Blind
	Security
	Plumbing

	security
	Blind
	Minor works
Angela Cannizzaro	Plumbing
	Plumbing
	Pendant
	Door
	Duplicate
	Duplicate
Lend Lease	Plumbing
Lend Lease	Door
Andrew McGavin	Building design
	Decal
	Decal
	Minor works

	defect
Andrew McGavin	Door
	FFE
	Minor works
	Minor works
	Plumbing
	Security
Andrew McGavin	Defect
	Gases
	Building design
	Operational
	Phones
Erin Casey	Operational
	Door
	Defect

	Defect
	Infection control
	Door
	Door
Sue Valentine	Lighting
	Lighting
	FFE
	FFE
	ICT
	blinds
	Plumbing
	Door
	Plumbing
	Electrical

	Temperature
	Door
	fridge
	Minor works
	Minor works
	Minor works
	minor works
	Plumbing
	Minor works
	Plumbing
	Minor works
	Temperature
	Air pressure
	Defect

Lend Lease	Plumbing
Lend Lease	Defect
Andrew McGavin	Building design
Andrew McGavin	Pneumatic tube
Andrew McGavin	Gases
	FFE
	Minor works
	pneumatic tube
Andrew McGavin	FFE
Sue Valentine	Gases
	Minor works
Susie Halil	Negative pressure
	Hand hygiene
	Hand hygiene
Lendlease	Plumbing
	Cleaning

	Duplicate
	Plumbing
	Minor works
	Door
	Door
Mel Shackell	Door
Erin Casey	Operational
Andrew McGavin	Defect
	Door

	Door
	Defect
	Nurse call
	Door
	Infection control
	Door
	Door
	Plumbing
	Door
	Defect
	Defect
	Defect

	FFE
Andrew McGavin	Defect
	Minor works
	Minor works
	Defect
	Defect
	Nurse call
	FFE
	Temperature

	Temperature
	phones
	Minor works
	Duplicate
Leigh Odium	FFE
	Operational
	Nurse call
	FFE
	FFE
	ICT
	ICT
	Temperature
	Temperature
	Temperature
	plumbing
	plumbing

	plumbing
	plumbing
	FFE
	FFE
	duplicate
	Lighting
	Phones
	Operational
Andrew McGavin	Door
	Phones
	Temperature
	Temperature
	Temperature

	Temperature
	Temperature
	Temperature
	Temperature
	Door
	Temperature
	Temperature
	Temperature
	Minor works
	Duplicate
	Duplicate
	fridge
	temperature
	plumbing
	minor works
	ICT
	minor works

	minor works
	door
Idi Baira	Communications
	ICT
	ICT
	FFE
	ICT
	Temperature
Idi Baira	ICT
Andrew McGavin	Temperature
Andrew McGavin	Temperature
	FFE
	Operational
	Operational
Lend Lease	Defect
Andrew McGavin	Building design

	Door
	FFE
	Minor works
Andrew McGavin	Gases
	Minor works
	Plumbing
	Minor works
	Door
	Door
	Door
	Building design
	Defect
	Nurse call
	Nurse call

	Infection control
	Door
	Door
	Door
	Plumbing
	Door
	Temperature
	Temperature
	Temperature
	FFE
	FFE
	Minor works
	Cleaning
	Cleaning
Suzie Halil	Minor works
	Cleaning
	Minor works
	Minor works
	Cleaning
	Infection control

	Nurse call
	Minor works
	door
	cleaning
	Lighting
	Minor works
	Minor works
	FFE
	FFE
	FFE
	Signage
	Defect
	Cleaning
Rutna Djeng	Biomed
Rutna Djeng	Biomed
	door
	FFE
	FFE
	Duplicate
	Duplicate
	Temperature
	Plumbing
	Plumbing
Andrew McGavin	Nurse call
	Temperature

	Nurse call
	FFE
	Minor works
	Engineering
	Pneumatic tube
	FFE
	Lighting
	Operational
	FFE
Andrew McGavin	nurse call
	duplicate
	Nurse call
	Electrical
	Door

	fridge
	Door
	FFE
	FFE
Angela Cannizzaro	minor works
	minor works
	minor works
	minor works
	Minor works
	plumbing
	Temperature
	FFE
	Plumbing
Angela Cannizzaro	Plumbing
Angela Cannizzaro	Plumbing
	Duplicate
	Duplicate

	Plumbing
	Plumbing
	Plumbing
	Plumbing
	Fire panel
Mel Shackell	Signage
Mel Shackell	Door
	Phones
	Lifts
	Phones
	pneumatic tube
Susan Grioli	Phones

	Minor works
Erin Casey	Operational
	Operational
Erin Casey	Pneumatic tube
Mel Shackell	Operational
	Operational
	Minor works
Erin Casey	FFE
	FFE
Julia Firth	Pneumatic tube
	Lifts
	FFE

	Annunciators
	Lifts
	pneumatic tube
	Operational
	Operational
	Phones
	Signage
Andrew McGavin	Lifts
Julia Firth	Pneumatic tube

	phones
	Biomed
Sue Valentine	Door
	Gases
	Infection control
	Infection control
	Minor works
	Minor works
Sue Valentine	FFE

	FFE
Mel Shackell	Defect
Sue Valentine	Minor works
Andrew McGavin	Door
Andrew McGavin	Door
	Plumbing
	Minor works
	Minor works
	Building design
Dani Meier	Security
Andrew McGavin	Defect
Mel Shackell	Door

	Signage
Sue Valentine	Defect
	duplicate
	Intercom
	Temperature
	Duplicate
	Door
	Door
	Building design

	Minor works
	Signage
	Minor works
	Minor works
	Minor works
	Minor works
	Defect
	Minor works

	Minor works
	Minor works
	Minor works
	FFE
	FFE
	FFE
Mel Shackell	keys

Mel Shackell	keys
	Signage
	Operational
	Operational
	Signage
	Defect
	Minor works

	Minor works
Di Patterson	Nurse call
	Minor works
	Fridge
	Minor works
	Infection control
	Defect
	Minor works

	ICT
	Security
	Security
	Security
Susan Grioli	Door
	Door
	Signage

	Minor works
	Fridge
	Security
	ICT
	Enlighten
	FFE
	Operational
	Operational
	minor works
	Duplicate
	FFE
	FFE

	FFE
	Temperature
Rutna Djeng	FFE
	FFE
	Fridge
	Signage
	OHS
	FFE
	Defect

	Fridge
	Defect
Suzie Demir	Minor works
	Door
	FFE
Angus Campbell	Door
	Decal
	Minor works
	electrical
Mel Shackell	Door
	Minor works
Dung Dang	Minor works
	Minor works

	Operational
Angela Cannizzaro	Minor works
	Signage
	Electrical
	Plumbing
Angela Cannizzaro	Minor works

	Minor works
	Minor works
	Minor works
	Minor works
	Flooring
	Minor works
	Plumbing
	Fridge
	Duplicate
	fridge

	door+G863:A863:W863
	minor works
	minor works
	minor works
	door
	door
	minor works
	minor works
	minor works
	Minor works
	Defect
	Security

	Duplicate
	duplicate
Angela Cannizzaro	Minor works
	Door
Angela Cannizzaro	Electrical
	Duplicate
	Duplicate
Andrew McGavin	

	Fridge
	duplicate

Sue Valentine	Minor works
Angela Cannizzaro	Minor works
Angela Cannizzaro	Minor works
	Minor works
	Engineering
	Minor works
	Duplicate
	minor works
	minor works
	door