

# Governance Exceeding Themes Nominated Supervisor

## Standard 7.1

Name of the person conducting the checklist: \_\_\_\_\_ Date: \_\_\_\_\_

### Embedded Practice

Can you give examples of governance arrangements and admin systems that consistently support high quality outcomes and continuous improvement?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Can you discuss (eg with an assessor) some of the management systems and decision-making processes at the service that promote risk management and continuous improvement eg recruitment practices, complaint procedures, incident procedures and supervision practices?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Can you discuss (eg with an assessor) how the service philosophy influences your daily practices and service operations, how it was developed and how and when it's reviewed?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Can you describe how the philosophy promotes the guiding principles of the National Law (Section 3: ensure children's rights and best interests, ensure children are successful, capable and competent learners, reflect principles of equity, inclusion and diversity, value Indigenous cultures, support parents/families, implement best practice)	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Can you explain how recruitment and retention practices reflect the diversity of the local community?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Can you discuss (eg with an assessor) your role and responsibilities in relation to children, families, staff and service procedures?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Are you confident governance and admin practices are consistent with your written policies, procedures and records?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA

### Critical Reflection

Is there evidence you regularly contribute to critical reflections about the service philosophy to ensure it meets current service priorities and values, and make changes where required?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Is there evidence you regularly participate in reviews of systems, policies and procedures to ensure they meet current needs, are adjusted as required based on identified risks or past incidents, and reflect best practice approaches?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Can you discuss (eg with an assessor) how governance and decision-making processes are consistent with professional standards and promote continuous improvement?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Is there evidence you encourage all staff to suggest ways to strengthen governance and admin systems, and implement sensible/valid ideas?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Is there evidence you collaborate with people who may be affected prior to implementing changes, including explaining the need for change?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Is there evidence you ensure any change to governance practices is understood by all and implemented appropriately?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA

### Engagement with families and community

Is there evidence governance practices reflect the service's unique geographical, cultural and community environment?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Is there evidence you consider the priorities and voices of children and families when developing and implementing governance practices?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Is there evidence you encourage families and community members to review and provide feedback on the service philosophy, policies and procedures, governance and admin systems?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Is there evidence you help families and community members to understand how they can provide feedback, and the role and responsibilities different staff members have?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA
Is there evidence governance and admin systems help children and families feel valued and included?	<input type="radio"/> Yes	<input type="radio"/> No	<input type="radio"/> NA

## Actions required