

KEY DATES

FOR OUR TRANSITION BACK TO CAULFIELD

Commissioning and Key transition events for Calvary Kooyong | October 2022 – March 2023

OCTOBER 2022

- Office area Clean up ongoing
- Transition support officers advertised
- Removalist appointed
- Consumables ordered
- Information forums for staff
- Kitchen/Laundry Commissioning at new site
- FF& E orders complete and delivery/install commences
- Labelling and stocking starts



NOVEMBER 2022

- Transition support officers appointed
- Staff training & orientation schedule finalised
- ICT delivery, testing and installation
- Desktop printer mapping
- Clean-up continuing to finalisation



CHECKPOINT

- Final readiness assessment
- Go/No Go independent advice to RCEO
- Go/No Go decision Board/Board Delegate



DECEMBER 2022

- Practical completion of the Caulfield site
- Consumable pre-fill
- Staff ID Badge collection
- Mock patient move conducted
- Staff Training and Orientation - 12-22 December
- Staff & Community Open Day - 10 December
- Commence transfers of items not required in non-clinical areas.
- Readiness assessment
- Scenario, emergency and workflow testing with TSO's



CHRISTMAS - NEW YEAR 22-23

- Ramp down activity
- Caulfield site closure 24 Dec - 2 Jan
- Consolidate numbers of patients on the ward
- Prioritise patients for transfer 4 Jan 2023



JANUARY 2023

- Ramp up efficiency
- Help desk coordination
- Defects identification and management
- Parkdale decommissioned
- 23 January 2023 Huntly Suites residents commence move
- 27 January 2023 Hyson Apartments Residents commence occupation of units.



EARLY JANUARY - IT'S MOVE WEEK!

- CHCB move commences 3 January for non-clinical care areas
- CHCB inpatient Move Day is 10 Jan



FEBRUARY 2023

- Planning for Official Opening Day, Blessing and Smoking Ceremony



MARCH 2023

- Official Opening Day, Blessing and Smoking Ceremony 21 March 2023



MOVE → **SETTLE** → **GROW!**