



<Barcode>
<Title> <First Name> <Last Name>
<Address Line 1>
<SUBURB> <STATE> <POSTCODE>

Date

Dear <Title> <Last Name>,

We want to know about your care

I am writing to ask you to take part in the NSW Patient Survey Program by telling us about your recent visit to [HOSPITAL NAME] during [MONTH].


The Bureau of Health Information, established by the NSW government to independently report on the performance of the NSW health system, asks thousands of people each year to tell us about the care they received in hospital. Hearing about your recent hospital experience helps us to understand the quality of care you received and it allows hospitals to see where they need to improve.

How do you take part?

There are two ways to complete the questionnaire:

 **Online:** Visit survey.ipsos.com.au/patientsurvey and enter your username [INS_UNAME] and password [INS_PWORD] when prompted

OR

 **Pen and paper:** Simply fill in the questionnaire. To ensure your anonymity, remove this covering letter before placing the completed questionnaire in the Reply Paid envelope.

Your information will be treated as confidential

You have been randomly selected to participate and there are many safeguards in place to protect your identity. The hospital staff who cared for you will not know if you have returned a completed questionnaire and will not be able to see your responses.

If you have any questions or need help filling in the questionnaire, please contact the toll-free Patient Survey Helpline on **1800 220 936** (Monday to Friday, 4pm–8pm). For information about the NSW Patient Survey Program and to see how your local hospital is performing, visit the Bureau of Health Information's website at bhi.nsw.gov.au

Thank you very much for your time helping to improve NSW Health services.

Yours sincerely

Dr Jean-Frédéric Lévesque

Chief Executive

Bureau of Health Information

How to complete the survey

This survey is about your recent experience as an admitted patient in the hospital named on the previous page. If you have been an admitted patient more than once during the month specified on the previous page, please answer about your most recent experience.

For each question, please use a blue or black pen to mark the box next to the answer you choose, as shown below.

Example only

How clean were the wards or rooms you stayed in while in hospital?

- Very clean
 Fairly clean
 Not very clean
 Not at all clean

Sometimes you will find the box you have marked has an instruction to go to another question. By following the instructions carefully you will be able to move past questions that do not apply to you.

If you would prefer not to answer individual questions, leave them blank but please complete the rest of the survey.

If you make a mistake or wish to change a response, simply fill in that box and mark the correct box like this:

If someone is helping you to complete this survey, please ensure the answers given are from your point of view, and not the opinion of the person helping you.

If you prefer a language other than English, please refer to the separate language sheet for information on the Healthcare Interpreter Service.

Please do not write your name or address on the survey.

When you have finished

- ➔ Remove the covering letter by tearing along the perforated line.
- ➔ Place the completed survey in the "Reply Paid" envelope and post it. You do not have to use a stamp.
- ➔ If you have misplaced the "Reply Paid" envelope, please mail to our survey processing centre at the following address (no stamp is required):

**NSW Patient Survey Program
Ipsos Social Research Institute
Reply Paid 84599
Hawthorn VIC 3122**

Some questions and answers

Why are you carrying out the survey?

The NSW Patient Survey gathers information about your experience of health services. By completing the survey, you are helping to improve health services in NSW.

How do I make a formal complaint about my experience in hospital?

Please contact the hospital directly.

Alternatively, you can get more information about your options at the following website:

www.health.nsw.gov.au/patientconcerns

What happens to my survey responses?

Your survey responses will be de-identified and then processed with responses from other people who completed the survey to form a report. These reports will then be provided to NSW Health and local hospitals to help them to improve health services.

Your responses will be treated in the strictest confidence and no identifying information will be given to NSW Health, the hospital or health service you attended, your doctor or other health provider unless required by law. Your responses will not affect any future health services that may be provided to you.

How is my privacy protected?

Your privacy is protected by legislation. Ipsos has been provided with your name and address by NSW Health for the purpose of sending you this survey only, and will keep your contact details confidential.

After all surveys are processed, identifying information will be destroyed and Ipsos will then no longer be able to identify the responses you provided. However, for the period that identifiable details remain, you will be able to contact Ipsos through the toll-free Patient Survey Helpline to ask to see your responses, or to request that some or all of your information be deleted.

You can get more information about privacy and confidentiality by calling the toll-free Patient Survey Helpline or at the following website:

www.bhi.nsw.gov.au/nsw_patient_survey_program/privacy

How do I get more information about the survey?

Please contact the toll-free Patient Survey Helpline on **1800 220 936** (Monday to Friday, 4pm–8pm, excluding public holidays).



Q1 Was your stay in hospital planned in advance or an emergency?

- An emergency
- Planned in advance
- Something else

Q2 When you arrived in hospital did you spend time in the emergency department?

- Yes
- NoGo to Q5
- Don't know/can't remember.....Go to Q5

THE EMERGENCY DEPARTMENT (ED)

Q3 Were the emergency department staff polite and courteous?

- Yes, always
- Yes, sometimes
- No
- Don't know/can't remember

Q4 Do you think the amount of time you spent in the emergency department was...?

- About rightGo to Q7
- Slightly too long Go to Q7
- Much too long Go to Q7
- Don't know/can't remember Go to Q7

PLANNED AND OTHER TYPES OF ARRIVAL /ADMISSION

Q5 Were the staff you met on your arrival to hospital polite and courteous?

- Yes, always
- Yes, sometimes
- No

Q6 Do you think the time you had to wait from arrival at hospital until you were taken to your room or ward was...?

- About right
- Slightly too long
- Much too long
- Don't know/can't remember

THE HOSPITAL AND WARD

For the following questions, please think about the time from when you arrived at your ward or room until you left hospital...

Q7 How clean were the wards or rooms you stayed in while in hospital?

- Very clean
- Fairly clean
- Not very clean
- Not at all clean

Q8 How clean were the toilets and bathrooms that you used while in hospital?

- Very clean
- Fairly clean
- Not very clean
- Not at all clean

Q9 Did you see nurses wash their hands, or use hand gel to clean their hands, before touching you?

- Yes, always
- Yes, sometimes
- No, I did not see this
- Can't remember

Q10 Did you see doctors wash their hands, or use hand gel to clean their hands, before touching you?

- Yes, always
- Yes, sometimes
- No, I did not see this
- Can't remember

Q11

Were you given enough privacy when being examined or treated?

- Yes, always
- Yes, sometimes
- No

Q12

Were you given enough privacy when discussing your condition or treatment?

- Yes, always
- Yes, sometimes
- No

Q13

Was your sleep ever disturbed due to noise at night?

- Yes
- No

FOOD

Q14

Did you have any hospital food during this stay?

- Yes
- NoGo to Q18

Q15

How would you rate the hospital food?

- Very good
- Good
- Neither good nor poor
- Poor
- Very poor

Q16

Did you have any special dietary needs (e.g. vegetarian, diabetic, food allergies, religious, cultural, or related to your treatment)?

- Yes
- NoGo to Q18

Q17

Was the hospital food suitable for your dietary needs?

- Yes, always
- Yes, sometimes
- No
- Don't know/can't remember

DOCTORS

Q18

If you needed to talk to a doctor, did you get the opportunity to do so?

- Yes, always
- Yes, sometimes
- No, I did not get the opportunity
- I had no need to talk to a doctor

Q19

When you had important questions to ask a doctor, did they answer in a way you could understand?

- Yes, always
- Yes, sometimes
- No, I did not get answers I could understand
- I did not ask any questions

Q20

In your opinion, did the doctors who treated you know enough about your medical history?

- Yes, always
- Yes, sometimes
- No

Q21

Did you have confidence and trust in the doctors treating you?

- Yes, always
- Yes, sometimes
- No

Q22

Were the doctors kind and caring towards you?

- Yes, always
- Yes, sometimes
- No

Q23

Overall, how would you rate the doctors who treated you?

- Very good
- Good
- Neither good nor poor
- Poor
- Very poor

NURSES

Q24 If you needed to talk to a nurse, did you get the opportunity to do so?

- Yes, always
- Yes, sometimes
- No, I did not get the opportunity
- I had no need to talk to a nurse

Q25 When you had important questions to ask a nurse, did they answer in a way you could understand?

- Yes, always
- Yes, sometimes
- No, I did not get answers I could understand
- I did not ask any questions

Q26 In your opinion, did the nurses who treated you know enough about your care and treatment?

- Yes, always
- Yes, sometimes
- No

Q27 Did nurses ask your name or check your identification band before giving you any medications, treatments or tests?

- Yes, always
- Yes, sometimes
- No, they did not ask my name or check my identification band
- Don't know/can't remember

Q28 Did you have confidence and trust in the nurses treating you?

- Yes, always
- Yes, sometimes
- No

Q29 Were the nurses kind and caring towards you?

- Yes, always
- Yes, sometimes
- No

Q30 Overall, how would you rate the nurses who treated you?

- Very good
- Good
- Neither good nor poor
- Poor
- Very poor

YOUR TREATMENT AND CARE

For the following questions, please think about all the health professionals who treated or examined you in the hospital, including doctors, nurses and others.

Q31 Did the health professionals explain things in a way you could understand?

- Yes, alwaysGo to Q33
- Yes, sometimes
- No

Q32 Why did you have difficulty understanding the explanations of health professionals? Please all the boxes that apply to you

- I did not have enough time with them
- They used complicated medical language
- I do not speak English well enough
- They did not speak English well enough
- Other issue

Q33 During your stay in hospital, how much information about your condition or treatment was given to you?

- Not enough
- The right amount
- Too much
- Not applicable to my situation

Q34 Did you have worries or fears about your condition or treatment while in hospital?

- Yes
- NoGo to Q36

Q35 Did a health professional discuss your worries or fears with you?

- Yes, completely
- Yes, to some extent
- No

Q36 Were you involved, as much as you wanted to be, in decisions about your care and treatment?

- Yes, definitely
- Yes, to some extent
- No
- I was not well enough
- I did not want or need to be involved

Q37 How much information about your condition or treatment was given to your family, carer or someone close to you?

- Not enough
- Right amount
- Too much
- It was not necessary to provide information to any family or friends
- Don't know/can't say

Q38 Did you feel you were treated with respect and dignity while you were in the hospital?

- Yes, always
- Yes, sometimes
- No

Q39 Were your cultural or religious beliefs respected by the hospital staff?

- Yes, always
- Yes, sometimes
- No, my beliefs were not respected
- My beliefs were not an issue

Q40 Were you ever treated unfairly for any of the reasons below?

Please all the boxes that apply to you

- Your age
- Your sex
- Your ethnic background
- Your religion
- Your sexual orientation
- A disability that you have
- Marital status
- Something else
- I was not treated unfairly

Q41 How would you rate how well the health professionals worked together?

- Very good
- Good
- Neither good nor poor
- Poor
- Very poor

Q42 Was a call button placed within easy reach?

- Yes, always
- Yes, sometimes
- No
- Not applicable to my situation
- Don't know/can't remember

Q43 During your stay in this hospital, did staff assist you when you needed help for any of the following?

Please one box for each line

	Yes, always	Yes, sometimes	No	I did not need assistance with this
Eating or drinking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Taking medication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Going to the toilet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adjusting your position in bed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standing up or walking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Getting dressed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Getting in or out of a wheelchair or chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using the telephone or television	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COMPLICATIONS

Q44 Not including the reason you came to hospital, during your hospital stay, or soon afterwards, did you experience any of the following complications or problems?

Please all the boxes that apply to you

- An infection
- Uncontrolled bleeding
- A negative reaction to medication
- Complications as a result of an operation or surgical procedure
- Complications as a result of tests, X-rays or scans
- A blood clot
- A pressure wound or bed sore
- A fall
- Any other complication or problem
- None of these **Go to Q47**

Q45 Was the impact of this complication or problem ...?

- Very serious
- Fairly serious
- Not very serious
- Not at all serious

Q46 In your opinion, were members of the hospital staff open with you about this complication or problem?

- Yes, completely
- Yes, to some extent
- No
- Not applicable, as it happened after I left

PAIN

Q47 Were you ever in any pain while in hospital?

- Yes
- No **Go to Q50**

Q48 When you had pain, was it usually severe, moderate or mild?

- Severe
- Moderate
- Mild

Q49 Do you think the hospital staff did everything they could to help manage your pain?

- Yes, definitely
- Yes, to some extent
- No

TESTS

Q50 During your stay in hospital, did you have any tests, X-rays or scans?

- Yes
- No **Go to Q54**

Q51 Did a health professional discuss the purpose of these tests, X-rays or scans with you?

- Yes, always
- Yes, sometimes
- No

Q52 Did you receive test, X-ray or scan results while you were still in hospital?

- Yes
- No **Go to Q54**

Q53 Did a health professional explain the test, X-ray or scan results in a way that you could understand?

- Yes, completely
- Yes, to some extent
- No

OPERATIONS AND PROCEDURES

Q54 During your stay in hospital, did you have an operation or surgical procedure?

- Yes **Go to Q55**
- No **Go to Q62**

Q55 Was your operation or surgical procedure planned before you came to hospital?

- Yes
 NoGo to Q60

Q56 Thinking back to when you first tried to book an appointment with a specialist, how long did you have to wait to see that specialist?

- Less than 1 week
 1 to 4 weeks
 5 to 8 weeks
 More than 8 weeks
 Don't know/can't remember

Q57 From the time a specialist said you needed the operation or surgical procedure, how long did you have to wait to be admitted to hospital?

- Less than 1 month
 1 to 3 months
 4 to 6 months
 7 to 12 months
 More than 1 year
 Don't know/can't remember

Q58 Do you think the total time between when you first tried to book an appointment with a specialist and when you were admitted to hospital was...?

- About right
 Slightly too long
 Much too long
 Don't know/can't remember

Q59 Before your arrival, how much information about your operation or surgical procedure was given to you by the hospital?

- Not enough
 The right amount
 Too much
 Don't know/can't remember

Q60 Before your operation or surgical procedure began, did a health professional explain what would be done in a way you could understand?

- Yes, completely
 Yes, to some extent
 No
 I did not want or need an explanation

Q61 After the operation or procedure, did a health professional explain how the operation or surgical procedure had gone in a way you could understand?

- Yes, completely
 Yes, to some extent
 No
 Don't know/can't remember

LEAVING HOSPITAL (DISCHARGE)

Thinking now about when you were discharged, that is when you left the hospital to go home or to another facility...

Q62 Did you feel involved in decisions about your discharge from hospital?

- Yes, definitely
 Yes, to some extent
 No, I did not feel involved
 I did not want or need to be involved

Q63 At the time you were discharged, did you feel that you were well enough to leave the hospital?

- Yes
 No

Q64 Thinking about when you left hospital, were you given enough information about how to manage your care at home?

- Yes, completely
 Yes, to some extent
 No, I was not given enough
 I did not need this type of information

Q65 Did hospital staff take your family and home situation into account when planning your discharge?

- Yes, completely
- Yes, to some extent
- No, staff did not take my situation into account
- It was not necessary
- Don't know/can't remember

Q66 Thinking about when you left hospital, were adequate arrangements made by the hospital for any services you needed?

- Yes, completely
- Yes, to some extent
- No, arrangements were not adequate
- It was not necessary

Q67 Did hospital staff tell you who to contact if you were worried about your condition or treatment after you left hospital?

- Yes
- No
- Don't know/can't remember

Q68 Were you given or prescribed any new medication to take at home?

- Yes
- No [Go to Q72](#)

Q69 Did a health professional in the hospital explain the purpose of this medication in a way you could understand?

- Yes, completely
- Yes, to some extent
- No

Q70 Did a health professional in the hospital tell you about medication side effects to watch for?

- Yes, completely
- Yes, to some extent
- No

Q71 Did you feel involved in the decision to use this medication in your ongoing treatment?

- Yes, completely
- Yes, to some extent
- No, I did not feel involved
- I did not want or need to be involved

Q72 Did the hospital provide you with a document summarising the care you received in hospital (e.g. a copy of the letter to your GP or a discharge summary)?

- Yes
- No
- Don't know/can't remember

Q73 On the day you left hospital, was your discharge delayed?

- Yes
- No [Go to Q77](#)

Q74 How long was the delay?

- Less than 1 hour
- At least 1 hour but less than 2 hours
- At least 2 hours but less than 4 hours
- 4 hours or longer
- Don't know/can't remember

Q75 Did a member of staff explain the reason for the delay?

- Yes
- No

Q76 What were the main reasons for the delay? Please all the boxes that apply to you

- I had to wait for medicines
- I had to wait to see the doctor
- I had to wait for an ambulance or hospital transport
- I had to wait for the letter for my GP
- I was not well enough
- Some other reason
- Don't know/can't remember

OVERALL

Q77 Overall, how would you rate the care you received while in hospital?

- Very good
- Good
- Neither good nor poor
- Poor
- Very poor

Q78 How well organised was the care you received in hospital?

- Very well organised
- Fairly well organised
- Not well organised

Q79 If asked about your hospital experience by friends and family how would you respond?

- I would speak highly of the hospital
- I would neither speak highly nor be critical
- I would be critical of the hospital

OUTCOMES

Q80 Did the care and treatment received in hospital help you?

- Yes, definitely
- Yes, to some extent
- No, not at all

Q81 Is the problem you went to hospital for...?

- Much better
- A little better
- About the same
- A little worse
- Much worse

Q82 Did you want to make a complaint about something that happened in hospital?

- No, I did not want to make a complaint
- Yes, and I did complain
- Yes, but I did not complain

Q83 In the week before your hospital stay, how difficult was it for you to carry out your normal daily activities (e.g. physical activity, going to work, caring for children)?

- Not at all difficult
- Only a little difficult
- Somewhat difficult
- Very difficult
- Too difficult to do

Q84 About one month after your discharge from hospital, how difficult was it for you to carry out your normal daily activities?

- Not at all difficult
- Only a little difficult
- Somewhat difficult
- Very difficult
- Too difficult to do

Q85 In the month following your discharge, did you go to an emergency department because of complications related to the care you received?

- Yes
- No
- Don't know / can't remember

Q86 In the month following your discharge, were you re-admitted to any hospital because of complications related to the care you received?

- Yes
- No
- Don't know / can't remember

ABOUT YOU (THE PATIENT)

Q87 What year were you born?

WRITE IN (YYYY)

Q88 What is your gender?

- Male
- Female

Q89 Which language do you mainly speak at home?

- EnglishGo to Q92
 A language other than English

Please write in the language:

Q90 Did you need, or would you have liked, to use an interpreter at any stage while you were in hospital?

- Yes
 NoGo to Q92

Q91 Did the hospital provide an interpreter when you needed one?

- Yes, always
 Yes, sometimes
 No
 I did not need the hospital to provide an interpreter

Q92 Are you of Aboriginal origin, Torres Strait Islander origin, or both?

- Yes, Aboriginal
 Yes, Torres Strait Islander
 Yes, both Aboriginal and Torres Strait Islander
 No

Q93 What is the highest level of education you have completed?

- Less than Year 12 or equivalent
 Completed Year 12 or equivalent
 Trade or technical certificate or diploma
 University degree
 Post graduate/higher degree

Q94 In general, how would you rate your health?

- Excellent
 Very good
 Good
 Fair
 Poor

Q95 Which, if any, of the following long-standing conditions do you have (including age related conditions)?

Please **all the boxes that apply to you**

- Deafness or severe hearing impairment
 Blindness or severe vision impairment
 A long-standing illness (e.g. cancer, HIV, diabetes, chronic heart disease)
 A long-standing physical condition
 A learning disability
 A mental health condition (e.g. depression)
 A neurological condition (e.g. Alzheimer's, Parkinson's)
 None of these

Q96 Who completed this survey?

- The patient
 The patient with help from someone else
 Someone else on behalf of the patient

Q97 The Bureau of Health Information would like your permission to link your survey answers to other information from health records relating to you which are maintained by various NSW and Commonwealth agencies (including your hospitalisations, medical visits, ambulance transportation, medication or health registry information). Linking to your health care information for the two years before and after your visit will allow us to better understand how different aspects of the care provided by health facilities are related to the health and use of health services of their patients.

Your information will be treated in the strictest confidence. We will receive the linked information after your name and address have been removed. We will not report any results which may identify you as an individual and your responses will not be accessible to the people who looked after you.

Do you give permission for the Bureau of Health Information to link your answers from this survey to health records related to you?

- Yes
 No

YOUR FINAL COMMENTS

Q98 What was the best part of the care you received while in this hospital?

Q99 What part of your care provided by this hospital most needs improving?

Thank you for your time.

Please remove the front page by tearing along the perforated line.

**Return the survey in the reply paid envelope provided
or send in an envelope addressed to**

**NSW Patient Survey, Ipsos Social Research Institute,
Reply Paid 84599, Hawthorn, VIC 3122 (no stamp is needed)**

Some of the questions asked in this survey are sourced from the NHS patient survey programme (courtesy of the NHS Care Quality Commission and the National Research Corporation (USA)) and from the Australian Patient Experience Indicator Development Working Group (PEIDWG) national set of core, common patient experience questions. Questions are used with the permission of each organisation.

Barcode