

**Expression of Interest:
Contraception consultations and insertion/removal of long acting reversible
contraception (LARC) for priority populations**

Thank you for your interest in the provision of contraception consultations and long acting reversible contraception (LARC) for priority populations in Auckland and Waitematā District Health Board (DHB) areas. This document is in two sections: Section 1 provides background on this programme and Section 2 is the expression of interest (EOI) application to be completed for submission.

Section 1. Background

Auckland and Waitematā DHBs together service a population in excess of 1 million people.¹ DHBs in New Zealand have a legislative mandate to protect and promote the health of our population. Women's reproductive health and well-being is a key to the well-being of the entire population.

Auckland and Waitematā DHB are working to increase access to high quality contraceptive options for low income women and Māori and Pacific women, living in Auckland and Waitematā DHB areas. We are looking for appropriately qualified general practitioners, nurses and nurse practitioners and midwives to insert and remove one or more types of LARC, including subdermal (Jadelle) and intra-uterine contraceptive devices (IUCDs) (Jaydess, Mirena and Copper).

Under this programme, these contraception services will be provided free to women who live with economic deprivation (Dep 9-10 of the deprivation index or quintile 5) and/or have a Community Services Card and/or are Māori or Pacific and/or experience addiction and/or mental health issues or are otherwise at increased risk of an unintended pregnancy and poor social and health outcome as a result of pregnancy. It is expected that service provision aligns with [New Zealand Aotearoa's Guidance on Contraception](#).

We are seeking practitioners with interest and experience in providing a high standard of services for women, young people and people with addiction and mental health issue; providing exceptional, culturally competent services for Māori and Pacific women; and providing services within or linked to an economically deprived community.

Note that all claims for these services are administered by Primary Options for Acute Care (POAC). Claims fees include providing contraception consultations only (i.e. a contraception consultation which does not result in insertion or removal of a LARC in the same session) and contraception consultations along with the removal and/or insertion of a LARC in the same session (refer **Attachment A**). Practitioners will also be required to offer services for people that are not enrolled in their practice; a claim fee for non-enrolled patients reflects that expectation.

The contract term for this service is through to 30 June 2023 and will commence upon signature of the Letter of Agreement (refer **Attachment B**).

If your practice is interested in providing this service, but requires additional support, please contact us. Otherwise, please submit your EOI and we will be in contact within one week to discuss further.

¹ For a map of DHB location boundaries, click [here](#).

Section 2. EOI application

A. Practice profile

Trading name	
Full legal name (if different)	
Physical address	
Postal address	
Registered office	
Business website	
Type of entity (legal status)	
Registration number	
Country of residence	
GST registration number	

B. Point of contact

Contact person	
Position	
Phone number	
Mobile number	
Email address	

C. Requirements for provision of service

- i. This service must be provided by appropriately qualified health professionals. Please complete the following information for each health professional in your practice who is interested in providing this service:

Name, profession, registration	Training, qualifications and experience providing this service

- ii. You must have appropriate facilities to provide this service. Please carefully review the checklists in **Attachment C** and indicate if all of the requirements are met.

All of the requirements for the clinical environment are met – Yes/No	
All of the equipment and consumable requirements are met – Yes/No	

- iii. You must comply with all relevant legislation, including the Health Information Privacy code. Describe your practice’s systems and procedures to protect patient information and have effective data management protocols? Please describe:

- iv. Has your practice achieved appropriate accreditation such as ISO RNZCGP or other? Please describe:

D. Details about your practice

Tell us how your practice is women-centred and/or youth appropriate and/or engages with communicates who may have difficulty accessing healthcare (such as women living with other issues that impact access to health care such as addiction and/or mental health issues) and/or people living

with economic deprivation. Please also tell us how your practice ensures cultural competency across the practice team. Please describe:

E. Declaration

I/we declare that in submitting the EOI the information provided is true, accurate and complete and not misleading in any material respect. By signing this declaration the signatory below represents, warrants and agrees that he/she has been authorised by the Respondent/s to make this declaration on its/their behalf.

Signature	
Full name	
Title/position	
Organisation	
Date	

Thank you for your interest in providing contraception consultations and insertion/removal of LARC for priority populations through this Waitematā DHB and Auckland DHB programme.

Please submit your **completed EOI application** to:

Women’s Health
Auckland DHB and Waitematā DHB
Email: Jesse.Solomon@waitematadhb.govt.nz

Attachment A. LARC claiming schedule

	Fee GST Exclusive	Fee GST Inclusive
Consultation only:		
LARC consult only (CSC holder)	\$19.00	\$21.85
LARC consult only (non CSC holder)	\$40.00	\$46.00
LARC consult only (non-enrolled patient)	\$60.87	\$70.00
Consultation along with insertion and/or removal procedure/s:		
Jadelle insertion	\$150.00	\$172.50
IUCD insertion	\$150.00	\$172.50
Jadelle removal, no insertion	\$150.00	\$172.50
IUCD removal, no insertion	\$75.00	\$86.25
Removal and replacement (same device)	\$225.00	\$258.75
Removal IUCD and replacement Jadelle	\$225.00	\$258.75
Removal Jadelle and replacement IUCD	\$278.26	\$320.00
Unsuccessful insertion or removal requiring referral	\$50.00	\$57.50
IUD/IUCD string check/shortening	\$50.00	\$57.50
Use of disposable long handled scissors for string shortening	\$20.00	\$23.00

Attachment B. Letter of Agreement – template (not for signature)

Dear

Re:

Thank you for your agreement to provide contraceptive consultations and insertion and removal of long acting reversible contraception (LARCs) for women domiciled in Auckland and Waitematā DHBs. This letter constitutes a letter of agreement between the DHB and you as a provider of services.

Information regarding the service, administration of funding claims for this service, funding terms (as per the original registration of interest process), eligibility of service users, service promotion and self-referral are included below.

The Funder (Waitematā DHB and Auckland DHB) is also requesting confirmation of the clinician/s currently providing the services (contraceptive consultations and insertion and removal of LARCs) in your practice/organisation.

Service term

The service term for this agreement is through to 30 June 2023.

Service

The service is for the provision of contraceptive consultations and removal and insertion of LARCs for eligible women domiciled in Auckland and Waitematā DHB districts.

The service provider is responsible for the provision of an appropriate, high quality service. All equipment, facilities and staffing, including the appropriate qualifications of the staff will be the responsibility of the provider. The provider will ensure adherence to relevant quality standards and guidelines for health care services, including any new guidance specifically for contraception provided by the Ministry of Health at a future date.

Service fees

Clinical Assessments Limited, known as Primary Options for Acute Care (POAC), provides administration for the claiming of fees for contraception access services. POAC provide claims forms on their website at: <https://www.poac.co.nz/>. If you have any questions please contact POAC by email (referral@poac.co.nz) or by telephone (09 535 7218).

Service fees

The fees are on the POAC website, and may change from time to time. The current fees are as listed in Attachment 1: New service fees.

Please note: No fee or co-pay is to be paid by the patient for the contraceptive consultation or any equipment, or any of the services claimable under this agreement.

List of clinicians providing services and services provided

For our information, please complete the list below for all staff in your practice currently providing these services (i.e. contraceptive consultations, removal and insertion of LARCs for eligible women domiciled in Auckland and Waitematā DHB districts).

Full Name	Title	Registration Number (Medical Council of NZ/Nursing Council of NZ /Midwifery Council)

Please indicate the range of contraception services provided in your practice.

Service	Yes/No	Comments
Contraception consultations		
All contraception options		
IUCD insertion		
IUCD removal		
Jadelle insertion		
Jadelle removal		

Staff movements

Please advise by email (Jesse.Solomon@waitematadhb.govt.nz) if staff providing these services in your practice leave and/or are no longer providing these services. This will allow us to provide up to date and accurate information to women in the community.

Please advise by email if new staff are engaged by you to provide services under this agreement.

Service users

The services will be provided free to women who meet any of the following criteria:

- live with economic deprivation (i.e. Dep 9-10 of the deprivation index); and/or
- have a Community Service Card (CSC); and/or
- are Māori or Pacific; and/or
- are at risk of poor outcomes from an unplanned pregnancy such as, but not limited to, women who
 - experience addiction; and/or
 - experience mental health issues.

If you have questions about eligibility of women for the service, you may seek advice from Clinical Assessments Limited (POAC) as per contact details above.

Exclusions

Women who do not meet the criteria for free services are women:

- not domiciled in Auckland or Waitematā DHBs;
- not eligible for publicly funded health services in New Zealand; and
- who do not meet one or more of the service users criteria above.

Service Promotion

As previously indicated, your practice details will be included in information regarding free services on Healthpoint and HealthPathways and other communications tools, as appropriate.

You are encouraged to promote these services via your own communication mechanisms, such as your website.



Referral

Consultations must not be limited to women who are enrolled in your practice or any other limitation apart from the considerations of eligibility for the service. Women must be able to self-refer to the service that you provide.

Questions

Please direct any further questions to Jesse Solomon, Senior Programme Manager for Women's Health at jesse.solomon@waitematadhb.govt.nz

We look forward to continuing to work with you to improve access to contraception for women.

Attachment C. Checklist of LARC clinical environment, equipment and consumable requirements

In the EOI application, please confirm that all of the following **LARC clinical environment requirements** are met:

- Private clinic room with examination bed and adequate lighting
- Access to appropriate hand hygiene
- Access to bathroom
- Access to emergency medication and equipment
- Practice management system
- Information about contraception options
- Disposable instruments or means of sterilising re-usable instruments.
- Appropriate consumables and other equipment – recommended equipment in table below

In the EOI application, please confirm that all of the following **LARC equipment and consumable requirements** are met:

Equipment and consumable requirements	IUC (IUS/IUS) insertion	IUC (IUD/IUS) removal	Implant insertion	Implant removal
Adjustable light	Required	Required		
Specula in range of sizes	Required	Required		
Sponge or artery forceps		Required		
Tenaculum, sounds, long handled scissors per client	Required			
Sanitary pads	Required	Required		
Range of copper IUDs, Mirena and Jaydess IUS	Required			
PCR & HVS swabs, cervical sampling implements and containers, lab forms	Required			
Dressing packs, steristrips, waterproof dressing, scalpel blades, antiseptic for cleaning skin			Required	Required
Crepe bandage and tape to secure it			Required	
Implants and trochars			Required	
Lidocaine 1% 5ml ampoules, 5 ml syringes, 25G 1.5 inch needles			Required	
Lidocaine with adrenaline ampoules, syringes, 25G needles				Required
2 mosquito forceps per client				Required