



EOI Summary and Assessment Form

CLINIC	
CITY and COUNTRY	
ALIGNMENT	
CONTACT PERSON	
EOI submitted on:	
Assessed by:	

Brief Background

Include the reason why clinic is requesting to be part of panel and if there are any current M5 alignments.

*Please also check PP spreadsheet **ADD2020/5937538** to identify if clinic was previously part of the panel and been removed. Identify reason of removal by visiting the clinic file.*

Country Background

Internal/External factors prevailing in the country as this will help provide an overview what the current panel clinics are currently experiencing. Examples; Is the country experiencing enhanced measures (e.g curfews) due to current security situation which could affect their operating hours of our panel clinics? Are there any current outbreaks such as covid, malaria, dengue, Marburg virus, etc.? These factors could potentially place the current panel clinics in challenging situations and put some pressure on their clinic operations

Our department has a database of country of information which can be accessed on CISNET - <https://cisnet.homeaffairs.gov.au/#/home>

Overview of Existing Panel Clinics

Please write your observations here

Submission Rates

The submission rates in all xxxxx panel clinics are all within [service standards/not within service standards](#)

Copy and paste results from Enterprise Reporting – Panel Scorecards (Select country and then enter 16 on WHO incidence rating)

For Official Use Only

Panel Clinic Operations (ADD2020/718652)

Please write your observations here. If not current, please send panel clinic operations update email.

Country IME volumes

Please write your observations here

Copy and paste results from Enterprise Reporting - eMedical Cases Submitted & Autoclearance %

Complaints register (ADD2019/860541)

Please write your observations here

Country file (indicate here the specific TRIM file)

Please write your observations here after checking relevant country files for any outstanding issues

Existing clinic files (ADD2020/5937538)

Please write your observations here after checking all relevant clinic files for any outstanding issues

Post Update

If you see ongoing trends and issues identified from above, you may also consider writing to the overseas post.

Ask the overseas post if they are aware of any delays and whether they have received complaints and what their projection for visas might look like in the new financial year (NFY).

These days we are receiving multiple EOIs and some are coming from Information packs shared by the post in stakeholder meetings. So it is always better to involve posts in reaching a decision regarding empanelling new clinics especially when we have choices of multiple locations/clinics in a country.

Recommendation

Please write your recommendations here

Checklist

Action Items	Action taken (Y/N)
Trim EOI in the Country file	
Supported by Post – NAME (Yes/No/Not requested)	
Acknowledgement email sent to clinic	
Update the EOI spreadsheet	
Completion of EOI Summary assessment form and saved in country file	
Recommendation presented to APS6	
Outcome of EOI assessment sent to clinic and saved in country file	