

1. OBLIGATION OF THE CLINIC

- a. The Clinic has agreed to provide dialysis treatment to Ministry's patients who are earning a combined annual household income of \$30,000 FJD and below, with the Ministry subsidising only \$180.00 of a treatment cost.
- b. The Clinic is to ensure that all patients in need of kidney dialysis treatment and those who are eligible for this assistance can access the dialysis treatment services. The Clinic shall provide dialysis treatment to eligible patients upon producing a National Health Card and who are registered for Kidney Dialysis, or who hold an eligibility letter/certificate issued to the patient which is valid for 12 months from date of approval.
- c. The Clinic is solely responsible for all costs associated with the establishment and running of the Clinic, including but not limited to the following:
 - i. The purchase of equipment, consumables, medications and reagents for the dialysis treatment;
 - ii. The maintenance, upgrading and upkeeping of the dialysis centre building under this agreement;
 - iii. All cost of utilities and timely payment of its dues; and
 - iv. All staff wages.
- d. The Clinic is to ensure that a monthly billing of the subsidy claims is sent to Ministry. The claims shall be submitted with all relevant supporting documents as outlined in the Standard Operating Procedures ('**SOP**') for Payments (attached as Annex 1).
- e. The Clinic must meet the Standards of Medical Care outlined in clause 2 at all times throughout the period of this Agreement.
- f. The Clinic agrees to in-person and electronic audits by the Ministry's specialist staff to ensure compliance to the Standards of Medical Care and acknowledge that failure to comply to said standards may be considered a breach of this agreement and/or result in either termination of this agreement or withholding of subsidy payments.

2. STANDARDS OF MEDICAL CARE

- a. At all material times, the Clinic must have and maintain the necessary valid license(s) and registration(s) to operate.
- b. The Clinic must appoint a Medical Director who holds a valid specialist registration in the field of Nephrology OR Internal Medicine with the Fiji Medical and Dental Council, to provide direct oversight and be responsible for the care of patients undergoing medical treatment at the Clinic.
- c. The following staffing rules must be adhered to at all times:
 - i. No dialysis treatment must be conducted without a registered nurse and a total of at least 2 staff present on shift.
 - ii. For each patient shift the total clinical staff (nurse + dialysis technician) to patient ratio must not exceed 1:3
 - iii. The registered nurse to patient ratio must not exceed 1:5
- d. The Clinic must fully participate in the Fiji Dialysis Registry. This includes active recruitment of voluntary patients within 1 month of commencing dialysis at the Clinic, and entering all data within 1 month of its due date.
- e. The Clinic must complete and submit a standardised report to the Ministry every 3 months consisting of:
 - i. Statistics of new and total patients undergoing dialysis at the Clinic;
 - ii. Details regarding the death of any patient who undergoes dialysis at The Clinic. A summarized Root Cause Analysis should be provided for those deaths that occur on the Clinic premises;
 - iii. Details regarding any hospital admissions or transfers to an emergency department, including the primary reason for such, for any patient who undergoes dialysis at the Clinic;
 - iv. Water test results for heterotrophic plate count, with strict adherence to targets as listed in the Ministry's Outpatient Haemodialysis SOP (attached as Annex 2).
- f. The Clinic must have equipment and trained staff to manage reasonably expected medical emergencies, as outlined in the Ministry's Outpatient Haemodialysis SOP.
- g. The Clinic must adhere to appropriate infection prevention measures and haemodialysis access care as outlined in the Ministry's Outpatient Haemodialysis SOP.

- h. The Clinic must conduct regular blood audits of all patients who undergo dialysis at the Clinic as described in the Ministry's Outpatient Haemodialysis SOP. This must be provided without any additional cost to the patient. The Medical Director is expected to review and act on all blood results.
- i. The Clinic must provide intravenous iron and erythropoietin to patients who require it without additional cost to the patient. The Clinic must follow the Nephrology Clinical Guidelines: Management of Renal Anaemia in Fiji (attached as Annex 3) when prescribing these therapies.
- j. The Clinic Medical Director must review and adjust as required the dialysis prescription and dry weight for all patients at least once a month.
- k. The Clinic is responsible for maintaining dialysis records of all treated patients and will provide such records to the Ministry as and when required. The Clinic is to ensure confidentiality of patient's records and such information should not be divulged to any third party not directly involved in the individual patient's medical care.

4. BOTH PARTIES AGREE THAT: -

- a. The cost per treatment/session will be maintained at levels prior to the 2024-2025 Budget Announcement, or lower. Attached as Annex 4 are the service charges provided by the Clinic.
- b. The Ministry shall subsidize only \$180.00 of the total cost of each dialysis session.
- c. Chronic dialysis patients admitted in Govt Hospitals can receive their next scheduled dialysis treatment at the Govt Hospital provided the consumables are provided by the patient. The cost of the consumables must not exceed the standard dialysis session cost charged by the Clinic and is to be subsidized equivalent to dialysis treatment per session costs of \$180.00. Therefore, the patient is required to pay the fee excess of \$100.00 whilst the Clinic where the consumables were bought can claim a subsidy of \$180.00.
- d. In the event of The Clinic failing to meet any of the Standards of Medical Care the Ministry reserves the right to withhold dialysis subsidy payments until such time that the standard has been met to the satisfaction of the Ministry.