

Arts in Health Integration Initiative: Registration of Interest (ROI) – frequently asked questions and general information

Arts in Health Integration Initiative

The Arts in Health (AiH) integration initiative offers a unique opportunity to create safe, welcoming, and inclusive spaces that promote health and wellbeing through the built environment.

Led by Health Infrastructure Queensland (HIQ) in partnership with Children's Health Queensland (CHQ) and Arts Queensland (AQ), the initiative applies best-practice AiH principles across health infrastructure projects throughout Queensland. It brings together different disciplines and contexts to share local stories through artwork, enhance patient and community wellbeing, and positively influence perceptions of care. The partnership provides best practice guidance and advice, and facilitates access to, and inclusion of, artists and arts workers in the planning and design of infrastructure builds through working collaboratively with local project teams, First Nations advisors and the broader arts sector.

Building arts into the healthcare infrastructure will result in:

- enhanced positive perception of and connection to the healthcare service for patients, staff and community
- contributions to the creation of a culturally safe environment through telling local stories and community engagement
- transformation of clinical spaces through the application of human-centred design practices.

Registration of Interest process

Q: What is the Registration of Interest process?

A: The Registration of Interest (ROI) is an initial process used to identify artists, artistic practices and creative capabilities that may be suitable for future art opportunities associated with government-funded projects, including health infrastructure. The ROI allows project partners to understand:

- the range of artists working in the region and beyond
- the diversity of artistic mediums and practices available
- artists' experience, interests and potential alignment with AiH Arts in Health contexts.

Submitting an ROI places your details on record for possible consideration in later stages. It does not constitute an offer of work or a commitment to commission.

Q: Is the ROI a paid stage of the process?

A: No.

At the ROI stage, artists are not being asked to undertake creative development, design work or concept proposals. The information requested is limited to:

- a brief statement about your artistic practice
- examples of previous work
- basic eligibility and compliance information.

Paid creative work only occurs at later stages if an artist is shortlisted and formally engaged through a competitive process.

Q. Does submitting an ROI guarantee selection or commissioning?**A:** No.

The ROI is a preliminary registration process only. Selection, shortlisting and commissioning occur later and are subject to:

- project-specific briefs
- competitive procurement requirements
- Queensland Government policies and processes.

Arts in Health context

Q: What is meant by “Arts in Health” in this process?

A: Arts in Health refers to the integration of artistic practice into healthcare environments to support wellbeing, recovery, connection and sense of place. In health infrastructure settings, art is considered part of the broader care environment and is informed by research and lived experience.

Arts in Health projects may:

- support calming, orientation and emotional wellbeing
- reflect local stories, environments and communities
- enhance the experience of patients, families, carers and staff
- contribute to a coherent, welcoming and human-centred clinical environment.

Artists do not need prior health-sector experience to apply but are encouraged to reflect on how their practice may contribute to these aims.

Q: Do artists need experience working in hospitals or health settings?**A:** No.

Experience working in healthcare or building-integrated art is not a requirement.

Artists who do have experience in Arts in Health, community-based practice, or participatory projects are encouraged to include this information. However, artists new to these contexts are regularly supported through the process if selected at later stages.

Eligibility and business requirements

Q: Is an ABN required to submit an ROI?**A:** Yes.

An **active Australian Business Number (ABN)** is required in order for artists to be registered in government finance and procurement systems.

This applies whether you are:

- a sole trader
- an independent artist
- represented by a gallery or organisation.

Registering for an ABN is free and can be done online through the Australian Taxation Office (ATO).

Q: Do I need to operate as a formal business to have an ABN?**A:** No.

Many artists hold an ABN as sole traders without operating a formal business structure. You do not need:

- a company
- employees
- ongoing commercial transactions.

The requirement relates to compliance with government payment and tax systems, not the scale of your practice.

Q: Does the ABN need to be “active”?**A:** Yes.

ABNs are checked through the public ABN lookup system to ensure they are registered and active. ABNs that have been inactive for extended periods may be automatically cancelled by the ATO.

Q: Is insurance required to apply?**A:** No, not at the ROI stage.

Insurance is only required at later stages **if relevant to the scope of work**, for example:

- if an artist is working on-site (e.g. painting a mural or constructing work in situ)
- if the artwork involves installation, construction or public access risks.

Where artwork is supplied off-site, delivered digitally, or installed by others, insurance is generally not required.

Q: I'm a Queensland Health employee and also an artist - can I apply?**A:** Unfortunately, no.

Internal employees can't apply due to probity rules and conflict of interest regulations (e.g. Section 89 of the Queensland Criminal Code).

This position has been confirmed by Probity Advisors who have reaffirmed that staff who are employed by Queensland Health cannot participate in ROI processes. However, other opportunities through alternative funding may still be open to you. Keep an eye out for future projects.

Q: Can someone ineligible subcontract through a collective?

A: No. You cannot subcontract through a collective if you are a Queensland Health staff member. The logic for this is that you would still be bidding as a QH employee and there would still be a conflict of interest.

Artistic practice and suitability

Q: What type of artwork is being sought?

A. There is no single prescribed style, medium or aesthetic unless the ROI is related to a specific commission with some technical expertise required. This will be clearly stated in the ROI.

Generally, artists are invited to demonstrate:

- the quality, range and integrity of their practice
- the ideas, narratives or values underpinning their work
- how their work may contribute meaningfully to Arts in Health environments.

Not all artwork is suitable for all settings. The ROI allows artists to present their practice so that appropriate opportunities can be identified later.

Q: Are certain mediums preferred for submission (e.g. sculpture, painting, vinyl)?

A: For the ROIs, we welcome information on all medium types. At the Queensland Children's Hospital, for example, the collection includes sculpture, painting, photography, textiles, weavings, and more. We are not excluding any art forms at this stage, so if you are responding to a general ROI, please tell us about your practice.

Q: Does artwork need to reflect the local region?

A: Yes, in a broad and interpretive sense.

Local connection is very important. For this purpose, connection is understood as bringing familiarity, belonging and recovery. This may be expressed through:

- landscape, environment or nature
- colour, rhythm, abstraction or movement
- cultural, historical or personal narratives connected to place.

Artists are **not expected to produce only literal or representational imagery** (e.g. whales, landscapes, beaches, turtles).

Q: Are abstract works suitable for Arts in Health contexts?

A: Yes.

Abstract work is welcome where it can support wellbeing, calm, interest, reflection or connection to place. Many Arts in Health projects successfully incorporate abstract, conceptual and non-representational work.

Process and next stages

Q: What if I don't understand some parts of the ROI form?

A: If you're unsure about any part of the form, you're encouraged to reach out for assistance. You can also write notes directly on the form to clarify your situation. The team is here to help and will provide support to ensure the form is completed correctly.

Q: What happens after I submit my ROI?

A: After ROIs are reviewed:

- A pool of artists is established.
- Some artists may be shortlisted for specific opportunities.
- Shortlisted artists will receive a **detailed brief** and will be paid a standard fee for submitting a response to the brief.
- A competitive selection process is then undertaken, in line with government requirements.

Not all registered artists will be contacted immediately.

Q: Will artists be asked to collaborate later?

A: Potentially.

Later stages may involve:

- collaboration between artists
- engagement with communities or health stakeholders
- responding to shared themes or curatorial strategies to support a cohesive environment.

While not required, Artists with experience in participatory or collaborative practice are encouraged to note this in their ROI.

Q: Do artists need to respond to design themes or locations now?**A:** No.At the ROI stage, artists are **not required** to:

- propose concepts
- respond to site-specific briefs
- develop designs or ideas

These activities occur only after shortlisting and are undertaken as paid work.

ROI form-specific questions

Q: What if some questions do not apply to me as a sole trader?**A:** This is expected. If a question does not apply, artists should answer to the best of their ability and may note that they are a sole trader.

If you are a sole trader, it is normal not to have formal organisational policies. This does not disqualify you.

If you are represented by a gallery or organisation, those policies may apply instead.

Q: What is the Supplier Code of Conduct?**A:** The Supplier Code of Conduct is a standard Queensland Government procurement requirement. It relates to ethical, legal and environmentally responsible practices.

At the ROI stage:

- This requirement is procedural.
- It does not affect eligibility for submitting images or information.
- It is more relevant at later procurement and delivery stages.

Supplier Code of Conduct

Q: Where can I find more information about the Supplier Code of Conduct:**A:** The Supplier Code of conduct and more information can be found here:https://www.forgov.qld.gov.au/_data/assets/pdf_file/0028/641719/supplier-code-of-conduct-2026.pdf**Q: Does the required witness on declarations need specific qualifications?****A:** No.

The witness can be any adult. No professional or legal qualifications are required.

Q: If I answer “No” to questions about staff, employees or workplace matters, will that affect my application?**A:** No.

If you are a sole trader with no employees, simply answer honestly. This will not negatively affect your application.

Support and timing

Q: Is assistance available if I have questions?**A:** Yes.

Artists are encouraged to ask questions and seek clarification. Support is available to assist artists unfamiliar with government or health-sector processes.

The aim is to make the process accessible and supportive for artists.

Q: Are there timing considerations around holidays?

A: Yes.

Procurement teams are typically unavailable during public holiday periods. Artists are encouraged to:

- Ask questions well before deadlines
- Submit early where possible.

General information for artists

Q: How can local artists be involved?

A: Queensland Health infrastructure projects will be seeking involvement from local artists regarding artwork in both public and clinical spaces including:

- small, medium and large commissions
- participatory community engagement approaches
- acquisition of existing artwork.

Engagement with local artists will be through a Registration of Interest (ROI) process. The ROI process is similar to the Expression of Interest (EOI) process that is frequently used in the arts sector.

ROI processes will be facilitated by HIQ Procurement and the local Hospital and Health Service. The ROI process will be led by HIQ procurement, acting as the contact point for artist submissions.

Q: What is a Registration of Interest (ROI)?

A: A process for suppliers (sole traders, partnerships, businesses etc) to indicate their interest in being involved in potential opportunities.

Q: What is the Registration of Interest (ROI) for Arts in Health opportunities?

A: A process for suppliers (in this case artists including artistic sole traders, partnerships, businesses and art centres) to indicate their interest in being involved in potential opportunities.

For the Arts in Health integration initiative, the ROI process is connected to potential health infrastructure projects. At the ROI stage, artists will be asked to provide minimal information such as:

1. Short Biographical Statement
2. Resume (up to 2 pages)
3. Artwork Samples (up to 5 high-quality images of past artworks connected to the specific AiH project)
4. Registration of Interest (ROI) Form – complete the response form and questionnaires.

Required forms

The ROI process is a formal Queensland Government process and requires mandatory completion of specific forms for all artists registering interest. These forms include:

- Response Form 1 – Supplier/Artist Information
- Response Form 2 – Mandatory Requirements
- Response Form 3 – General Information
- Response Form 4 - Conflict of Interest Declaration
- Signature Page

Additional definitions

Definitions for formal terms and phrases used within the ROI AiH process are outlined below:

Term	Definition
Dumped goods	Dumped goods are goods resulting from a practice whereby a supplier deliberately exports goods to another country at a price below the price charged in the country of manufacture, or below the cost of manufacturing the good.
Evaluation criteria	Also known as selection criteria. The measures used by an evaluation panel for shortlisting and selecting the most appropriate response to an approach to market.
Goods and/or services	Goods means the goods the Supplier will provide, described in the Details or Basic Order. Services means the services the Supplier will perform under the Contract, described in the Details or Basic Order (as applicable).
Industry briefing	Also known as information sessions. A briefing held by a government agency to give potential suppliers a clearer understanding of an approach to market.
Procurement	Procurement encompasses the whole process of obtaining goods and/or services. This includes identification of needs; planning; design; standards determination; specification writing; selection of suppliers; financing; contract management; disposals; other related functions. For clarity, where the term procurement is used in the QPP, it should be read to encompass the act of purchasing (also sometimes referred to by agencies as buying). The following expenditure is not considered to be procurement: <ul style="list-style-type: none"> • Real property transactions – e.g. selling, purchasing, renting, leasing land or existing buildings • Arrangements or transactions typically classified as grants, where the substance of the arrangement or transaction is such that the value of what one entity receives from another entity is not of approximately equal value, in the form of cash, goods, non-monetary assets and/or services. These arrangements or transactions can also be in the nature of incentives, donations, contributions, debts forgiven, rebates, tax relief and other similar funding arrangements as detailed in the Financial Accountability Handbook administered by Queensland Treasury

Term	Definition
	<ul style="list-style-type: none"> Investments, loans and guarantees (except for 'digital investments' as the term is used in this policy) Public employment contracts³ (noting engagement of contractors, consultants and contingent labour are in scope for procurement).
Supplier	An entity known to be capable of supplying required goods and/or services. It includes manufacturers, stockists, resellers, merchants, distributors, consultants, contractors (and artists).

Source:

[Definitions and Interpretations](#)

[Queensland Government Queensland Procurement Policy 2026](#)

Summary

The ROI process is designed to:

- Be inclusive of diverse artistic practices.
- Support artists new to Arts in Health and government projects.
- Build a strong, informed pool of artists for future opportunities.

The intention is to enable access, understanding and participation—while ensuring compliance with public-sector requirements.

Key tips for completing a ROI:

- **Start early:** Even though minimal information is required at the ROI stage, it is helpful to start early in case any questions come up.
- **Seek help:** Reach out to the listed contact person via contact details provided if you have any queries.
- Double check that all required questions have been answered, and the form is signed.
- Double check that all the information provided is clear and easy to access. For example, consider combining key components into a single PDF. Clearly label all files with your name and description (i.e. NAME ROI, NAME Artwork 1). Use common file types (i.e. jpg) and limit files to reasonable sizes (i.e. max. 3MB per individual file and 15MB total per submission).

Future opportunities

Over the coming years, there are a range of different opportunities happening in Queensland infrastructure projects and planning for the Olympics. There is encouragement for artists and organisations who are interested in being involved to start to take steps now to register through Vendor Panel, which is the Queensland Government's standard system for engaging with suppliers.

Vendor Panel has support to help you register and set up your ABN and profile.

More information about Vendor Panel can be found here: <https://www.supply.qld.gov.au>.