



REF: SCHN24/5752-2

Mr Gerald Hayes
Secretary
Health Services Union
Locked Bag 3
Australia Square
Sydney NSW 2007
Email: secretary@hsu.asn.au

Attention: Kate Hall, Organiser, kate.hall@hsu.asn.au

Dear Mr Hayes,

Re: Proposed change to the sign-in and sign-out system within Linen Services at The Children's Hospital at Westmead

I am writing to inform you of the proposed implementation of an electronic sign-in and sign-out system for Linen Services at The Children's Hospital at Westmead (CHW), The Sydney Children's Hospitals Network (SCHN).

As you are aware this electronic sign-in and sign-out system was implemented in the Cleaning Services at CHW in January 2022 following staff and union consultation. SCHN has met with the Linen Services staff to discuss the proposed change. The change requires Linen Services staff at CHW to use their Staff ID card to swipe in when commencing their shift and swipe out when their shift ends. This change replaces existing paper-based systems, ensuring confidentiality of staff personal information and accuracy of attendance records. Please note that all other terms and conditions of employment remain unchanged and appropriate training will be provided to support the transition to the new system.

Staff have been requested to provide feedback by 17 May 2024. Please provide any additional feedback to the proposal within two weeks from the date of this letter.

If you require any further information, please contact Marny Thomas, Corporate Services Manager at Marny.Thomas@health.nsw.gov.au.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Sayeed Zia".

Sayeed Zia
Director of Finance and Corporate Services
Date: 3 May 2024