

18 September 2023

Greg O'Donoghue
Health Service Union of Australia, New South Wales Branch
By email: greg.odonoghue@hsu.asn.au

Dear Greg,

Subject: Notification of Restructure: Medical Speciality Coding

The Central Coast Local Health District (The **District**) is writing to formally inform the Health Services Union (the **HSU**) about a matter that requires your attention and involvement within our, Speciality Coding Department.

The department currently is faced with a significant recruitment challenge given the constraints around staffing structures and rates of pay. This has meant that key vacancies have remained unfilled for long periods of time and resulted in staffing pressures. As a result, the department is proposing to make some changes designed to attract more workers to the District and alleviate the recruitment challenges that have resulted in staffing pressures.

The key changes contemplated as a result of the proposed restructure are as follows:

- Creation of Graduate Clinical Cover Positions, which will be at a AO4 grade and containing 2 FTE, and;
- Promotion of staff to Senior Clinical Coders, which will be at a AO6 grade, and contain 16.4 FTE. *The staff who are currently at AO5's will be automatically moved to the new AO6 Grade.*
- Creation of a Management Coding position which will be at a HM1 grade and contain 1 FTE, where internal staff will be able to apply for the role.

The key difference between the grade changes, apart from an increase of salary and a permanency in roles, is the ability for AO6 Staff and above to conduct audits, a role which the district and coding management will train and assist new employees in training.

State of the Restructure.

The district has, on Monday 11 September 2023, initiated consultation with the staff within the department. The relevant information including outlined changes, drafts of the new Position Descriptions, and other relevant information will be provided to all staff as part of this consultation.

We value the collaborative relationship between CCLHD and HSU, and we believe that open communication and transparency are essential in addressing concerns and finding solutions that benefit all parties involved. In accordance with this commitment to engaging in meaningful dialogue, we invite HSU to participate in further discussions, regarding this matter. We believe that the input from the HSU and feedback from staff will be vital in reaching a resolution that meets the needs and expectations of both our department and our employees.

We look forward to working collaboratively with yourself and the HSU to address this issue and ensure the best possible outcome for our employees and the public we serve.

Please feel free to contact Kerry Sharp at 0476 836 698 to arrange a suitable time for a meeting or to discuss any additional information you may require.

Thank you for your attention to this matter, and we appreciate your ongoing support and cooperation in maintaining a harmonious and productive work environment.

Sincerely,



Kerry Sharp
HR Business Partner
Workforce and Culture
0476 836 698