



Gerard Hayes
Secretary
HSU NSW Branch
Level 2/109 Pitt Street
Sydney NSW 2000

By email: gerard.hayes@hsu.asn.au

Attention: Nathan Collins HSU
Tom Stevanja HSU

Dear Mr Hayes

Operating Assistants Restructure

We write to advise that St Vincent's Hospital Sydney (**SVHS**) have been working with our staff and the Health Services Union (**HSU**) through consultation for the proposed Operating Assistants (**OA**) Restructure on Level 5.

A timeline of the proposed OA Restructure is as follows:

Date	Description
16/2/2022	HSU emailed inviting delegates to attend a meeting to discuss the proposed changes for 22 February 2022. Invite accepted by HSU Organiser.
22/2/2022	No HSU representation at scheduled meeting and a further email sent to reschedule the meeting to 24 February 2022.
24/2/2022	Rescheduled meeting held with HSU and consultation Townhall meeting held with staff regarding proposed changes. Consultation period of 2 weeks commences.
7/3/2022	HSU Organiser provided feedback with concerns regarding supervision/training of the OA staff, and querying the Position Description (PD).
22/3/2022	Response to HSU feedback provided and address the concerns and query raised.
23/3/2022	HSU Organiser responded requesting timeframe for the revised PD to be shared with staff, the areas of Level 5 to be covered by the OAs, and management oversight. At this point the restructure was agreed between the HSU and SVHS.
17/5/2022	Notwithstanding agreement on the structure the HSU Organiser raised a formal dispute process regarding the revised OA PD, and formally requested to meet to discuss.
25/5/2022	Meeting held between HSU and SVHS Management with feedback provided at the meeting regarding the PD and the HSU's desired changes. Follow up meeting to be held 30 May 2022. SVHS Management provide feedback to key stakeholders to implement changes to PD.

30/5/2022	HSU Organiser advised of illness and no availability to meet until 20 June 2022.
20/6/2022	Revised OA PD incorporating feedback from HSU discussed at the meeting and updated PD provided to HSU. HSU advised that the revised PD needs to be presented to staff for review. Follow up meeting scheduled for 27 June 2022.
27/6/2022	SVHS Management not able to meet due to illness. HSU Organiser provides further feedback raising 12 additional changes that were not raised prior.
19/7/2022	Meeting held with HSU representatives who advise the revisions were accepted, however then there were 12 additional changes requested. SVHS Management advised that the original feedback was implemented, the additional feedback should have been provided at the time.

SVHS Management have considered the additional 12 changes and as a gesture of goodwill have implemented five of these. Attached is the finalised version for your records.

Given that this matter has been ongoing for six (6) months, and there has been significant consultation with the HSU, hospital service requires this new structure to be implemented. We hereby give notice that the structure and the revised PD will be implemented week commencing Monday 12 September 2022 as part of the recruitment process to fill the new Operating Assistant positions.

Should you have any questions, please feel free to contact me via email or on (02) 8382 4067.

Yours sincerely



Rio Pun
A/Executive Director People & Culture
St Vincent's Hospital Sydney

Date: *30 August 2022*