

GENERAL MANAGER*Telephone: (02) 40144700***PRIVATE AND CONFIDENTIAL**

29 January 2024

Att: Secretary of Health Services Union (HSU) New South Wales
Emailed to: info@hsu.asn.au and Matthew.Ramsay@hsu.asn.au

Dear Secretary

RE: Notification of Proposed Executive and Operational Restructure at Calvary Mater Newcastle (CMN)

Following a review by Calvary Health Care of the executive and operational structures at Calvary Mater Newcastle (CMN), some major changes have been proposed to streamline reporting lines, better support the hospital's ongoing financial viability, and align CMN's operating model with other like services (eg: Maitland Hospital).

As such, I am writing to advise you of the proposed executive and operational structure that is planned to come into effect on 26 February 2024.

While we would notify the HSU in the ordinary course of any decision like this, it clearly qualifies as a major workplace change in accordance with clause 28 of the *NSW (Non-Declared) Affiliated Health Organisations Health Employees Agreement 2019*. We ask that you accept this correspondence in compliance with that clause.

We write to the HSU ahead of this announcement being made to staff on **Wednesday 31 January 2024**, and do so on the basis that the HSU is aware of the changes and impacts, and is prepared and able to assist members following the announcement. We value the support the HSU provides to our employees, and look forward to working together in a constructive and positive manner.

However, we ask that in providing the HSU advance notice, that you embargo this information until **5pm Wednesday 31 January 2024**, when staff will be notified. We thank you for your understanding and assistance with this matter.

What are the changes?

The proposed restructure sees the realignment of the Medicine and Palliative Care and Critical Care and Surgical Services portfolios under the Director of Medical Services (DMS) and Director of Nursing and Cancer Services (DON&CS) portfolios. This enables the DMS and DON&CS to have clear oversight across all clinical services/staff, budgets and patient flow.

As a result, the Director of Medicine and Palliative Care and Director of Critical Care and Surgical Services roles are deleted from the structure.

Three Nurse Manager roles across the emergency department (ED) and surgical services are also replaced with operational manager positions, created for critical care and surgical services.

Further to this, a nurse unit manager (Level 3) and an additional administrative resource for the ED will be introduced to further support this specialty.

An operational manager role has also been created for the medicine and palliative care portfolio.

Change impact

It is anticipated that we will meet with the affected nursing staff on the 31 January 2024 to discuss the options available to them. Please find attached a copy of the presentation that will be shared with these staff members.

The presentation details the structural changes, impact on staff, timeline of key dates and the consultation period, and information about the supports available to them.

To further assist in managing any staff enquiries and subject to ongoing consultation with HSU, we also enclose the following:

- Employee Assistance Program resource (please note – EAP provider will be offering on-site support on Wednesday 31 January 2024 and Thursday 1 February 2024)
- Frequently Asked Questions (FAQs) document (to be provided to affected nursing staff).

We are more than happy to discuss this further with you, should any questions arise from your members or this correspondence. We welcome any questions, suggestions or feedback the HSU wish to raise.

Please direct any questions or feedback to Liana O'Connor, Human Resources Manager at Liana.OConnor@calvarymater.org.au.

Kind regards



Roslyn Everingham
General Manager