

10/9/21

Ms Melissa Kelly  
HSU

Dear Melissa

### Proposed Roster Change – Linen Services

Please be advised Proposed Linen Roster Change below.

#### Some background information for you:

- The current Linen roster is fixed at 5 days
- Business Operations however operate for 6 days per week
- To continue the service, please note that 2 Staff are currently required to work Saturday's resulting in 5 hours overtime
- To ensure the health and wellbeing of the staff, we would like to proposed a 6 day rotating roster for consideration
- This change will not result in any loss of shifts and all staff will benefit working 8 hours

#### Consultation

- Staff will receive a copy of the proposed roster
- Two weeks from the date of the first meeting will be given
- We will encourage staff to discuss amongst themselves, ask any questions and to provide feedback to local management
- After this period we will then progress further

As always, we look forward to working with the HSU and all of our staff to continue providing positive outcomes for our patients whilst meeting Health Share's business needs in our ever-changing workplace environment.

Yours sincerely,



Merina Hadziahmetovic  
A/Sector Manager – Patient Food & Support Services  
SES, NSLHD, SLHD & Central Coast