

WSLHD Ref: 22/76949

Mr Gerard Hayes
General Secretary
Health Services Union NSW Branch
Level 2, 109 Pitt Street
Sydney NSW 2000

By email: secretary@hsu.asn.au

Dear Mr Hayes:

Re: Proposed Changes – Bookings and Admissions at Blacktown Hospital

I write to advise you the proposed changes to the location for Bookings and Admissions at Blacktown Hospital.

Prior to Western Sydney Local Health District's organisation wide restructure of 2019/2020, the Blacktown and Mount Druiit Hospitals Bookings and Admissions team worked as part of BMDH Administration, reporting to the Administration Manager in the Corporate Services department.

As a result of the restructure Bookings and Admissions reporting line was varied to that of the Surgery Stream. The intent was to then relocate the team located in B3 to the A4 Hub at Blacktown Hospital.

The change in reporting line and location would ensure that the team had the opportunity to work with their Surgical colleagues and would enhance the patient experience. Patients attending Blacktown Hospital on day of surgery enter typically via the Main Entrance into the Foyer and then need to walk to the A3 'Booking Office to Book In. The patient then needs to walk back through the Entrance Foyer across to A Block for their procedure/surgery.

Due to COVID-19 and the variations to Surgical Activity arising from the pandemic, Mr Ned Katrib, General Manager, BMDH determined that it was best delay the relocation of the Bookings Team.

Now that Surgical activity has recommenced it is an appropriate time for BMDH to progress the relocation of the Bookings and Admission team. Note there is no impact on the Bookings team working at Mount Druiit Hospital

Since the variation in reporting line commenced, the Bookings and Admissions staff have been involved in routine meetings with the Deputy Director of Nursing, Surgery. More recently the meetings have also focus in relation to the relocation – the equipment and variations to work flow/practice required to support this variation in location. Staff provided a document entitled '*moving concerns to the hub*' mid to late May 2022 and these items have all been addressed via the routine meetings.

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BMDH are of the view that there are minimal changes required as part of this transition as the staff are not being relocated to another facilities – they are simply moving from one block to another within the same facility.

It is considered that the proposed changes will provide the following benefits:

- The Booking and Admissions team will be able to work more closely with their Surgical colleagues and this will provide efficiencies in workflow and communications across the team/s.
- Enhanced patient experience.

There is only one position in the Surgical Admissions space which will be impacted. As a result of the proposed variations to this role the intent is the Regrade this Administrative Officer 2 position to an Administrative Officer 3 with the incumbent employee being directly appointed. These changes will not adversely impact any other staff or result in any changes to the services currently provided to patients.

Consultation

Western Sydney Local Health District (WSLHD) is committed to meeting its obligation to consult with staff and the Health Services Union (HSU), consistent with our obligations under the *Health Employees (State) Award*, and the NSW Health PD2011_002, *Industrial Consultative Arrangements*.

The HSU Organiser Mr Randall Millington is aware of this proposal.

Conversations and meetings have occurred with the BMDH Bookings and Admissions staff.

We invite any feedback by no later than close of business **Friday 29 July 2022**.

If you have any questions or wish to discuss this matter further, please don't hesitate to contact Kim Daniel, Director Human Resources Business Partner on 0419 518 478 or kim.daniel@health.nsw.gov.au.

Yours sincerely,



Brad Ceely
A/General Manager
Blacktown and Mount Druitt hospitals

Date: 22.7.2022

Cc: Randall Millington, Organiser, HSU via email randall.millington@hsu.asn.au