

Issue raised by the HSU: Further information on security reporting and new managerial positions is required, particularly at Manning Base Hospital.

HNELHD answer: “As stated below re Manning and attached is the HSA decision making framework for Gloucester and Wingham. Currently at both sites – the wardsmen report to the HealthShare site supervisor (the staff are not fulltime and work in other roles within the facility) who does their roster and day to day management etc. this person then escalates to the HealthShare HM1 Position based at Manning. The changes post transition will see staff reporting to the site manager (Monday to Friday) and the nursing team leader after hours and weekends for day to day issues and. They will have a professional line to the new Manager Security and Wardspersons based at Manning. As such there are no changes to current work functions and practices.

Both Gloucester and Wingham site managers are comfortable taking over rostering and associated functions and they will liaise with the Manager Security and Wardspersons as required.

The professional line manager is the Manager Security and Wardspersons and their day to day manager will be the site manager of both sites. No changes to duties and responsibilities.”

Issue raised by the HSU: The inconsistency between the proposed GA7 (Mehi Region) & GA8 (Belmont) the new management positions needs to be explained, as does the selection of HSM1 for the other new management positions.

HNELHD answer: “The Mehi position while it manages across 3 sites has approx. 10 FTE, responsible for. Compared to the Belmont position whilst it is one site it has an increased FTE responsibility of approx. 16 FTE, is a large hospital in a metropolitan setting. Hence the rationale for the differentiation in the classifications of Mehi Sector – General Administration Grade 7 and Belmont Hospital – General Administration Grade 8.

Similarly with the proposed 4 positions of Health Manager Level 1 for Manning, Tablelands, Tamworth Hospitals and Hunter Valley & Peel Sectors. These positions each have greater than 22FTE responsibility across more than one site with the exception of Tamworth, however this role has the complexity of a larger complex hospital setting.”

Issue raised by the HSU: More clarity required for day-to-day operational duties of new management positions.

HNELHD answer: “For the smaller rural or regional hospitals, like what occurs now the local HNE Health senior site manager will continue to provide onsite leadership functions within business hours supported by the respective manager security and wardsperson.

Outside of business hours, again like what occurs now leadership, direction and guidance will be provided by delegated in-charge of hospital/shift or after hours manager. In some of the larger hospital settings which have a larger FTE base, this may be via a shift team leader who in turn will report to the in-charge of hospital/shift or after hours manager of the hospital.

Noting HealthShare do not currently have managerial positions at every site or location.

The attached existing decision making matrix will be updated accordingly to reflect out of business hours arrangements.”

Issue raised by the HSU: Information needs to be provided to staff for payroll changes.

HNELHD answer: Staff have and will continue to be provided with details of the pay cycle changes and salary packaging.

Issue raised by the HSU: Organisational chart to be provided for Manning and more clarity on decision making in organisational chart provided to sites.

As per the above explanation. See attached decision-making chart.

Issue raised by the HSU: recruitment should be progressed for vacant positions.

HNELHD answer: As per the advice at the last USCC, recruitment is being progressed.