

Mr Gerrard Hayes
General Secretary
Health Services Union (HSU)
L2/109 Pitt St
Sydney NSW 1215

Attn: Kym Morgan

Via email - info@hsu.asn.au; Kym.Morgan@hsu.asn.au

RE: Proposed Change to Junior Medical Officer (JMO) Unit Structure at Ryde Hospital

Dear Mr Hayes

I write to notify you of a proposal to implement a new Health Manager Level 2 (HM2) Manager position within the JMO Unit at Ryde Hospital.

The JMO Unit manages the JMO staff for Ryde Hospital, including but not limited to

- rostering;
- allocations for medical terms;
- supporting training and education, and;
- wellbeing.

Currently, the Ryde Hospital JMO Unit is staffed by a HM1 position. Upon a review of the service, the need for a HM2 position was identified to assist with the general management of the service and deliver on various strategic and operational requirements of the department.

A HM2 JMO Manager would have significant benefits for JMOs, staff and the organisation. Creating additional capacity within the JMO Unit will allow the unit to provide increased support to our JMO workforce, including coordination and support for the JMO clinical training, education and evaluation and wellbeing initiatives, management of HETI and college accreditation requirements, and other functions which are currently undertaken by senior medical staff. This will allow medical staff to undertake other more relevant and appropriate tasks within their portfolios.

The increased capacity within the unit would further strengthen support to our JMOs, with the Unit being able to work proactively rather than reactively to ensure JMO welfare is maintained and systems and processes work efficiently and effectively.

Another benefit would include the opportunity to share on-call responsibilities, provide leave cover and support retention of staff within the unit, creating avenues for succession planning.

Whilst the HM1 position will remain within the structure, the proposed change will impact the HM1 position as follows:

- Title change from JMO Manager to JMO Coordinator;

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- Changes to the position description to reflect the introduction of the proposed JMO Manager (HM2) position and adequately redistribute the duties between the two roles; and
- Change in reporting line to report directly to the proposed JMO Manager (HM2) position.

Once established, the HM2 position will be advertised and the HM1 incumbent will have the opportunity to apply for the role. The incumbent has been made aware of these changes on the same date of this letter.

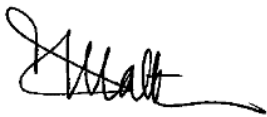
The following documents have been prepared and provided in good faith to assist with your understanding of the proposal:

- Current and Proposed Structure (**TAB A**)
- Current HM1 PD (**TAB B**)
- Proposed HM1 PD (**TAB C**)
- Proposed HM2 PD (**TAB D**)

Northern Sydney Local Health District welcomes a 2-week period of consultation from the date of this letter. If you have any queries or concerns regarding this contact me via email at Darlene.Mathen@health.nsw.gov.au or Lucy Barrett, Human Resources Manager Ryde Hospital, via email at Lucy.Barrett@health.nsw.gov.au. If we do not hear from you within this period, we will assume HSU holds no concerns and will proceed accordingly.

We thank you for your support on-going on this matter and if you require any information, please contact me via email.

Yours sincerely



Dr Darlene Mathen
Director Medical Services
Ryde Hospital
Northern Sydney Local Health District

Date: 01/11/2023