

Mr Gerard Hayes
Secretary
Health Services Union NSW/ACT/Qld
Locked Bag 3, Australia Square
NSW 1215
Email: secretary@hsu.asn.au

Dear Mr Hayes,

**Re: Proposed structure change to the Patient Safety team
at the Clinical Excellence Commission**

I am writing to advise that on Tuesday June 6, 2023 Associate Director for Patient Safety team at Clinical Excellence Commission (CEC), Steve Bowden will be meeting with the Patient Safety directorate staff to discuss and consult on the proposed restructure within the Patient Safety team Directorate.

The Patient Safety team's functions have evolved over the last few years. The directorate is now responsible for new functions such as the safety intelligence team, SAER education programs and added responsibilities of two additional state safety and quality committees. To co-ordinate the work of the team there is a need for:

- an efficient structure that aligns with the core functions and work processes
- a sustainable functional team structure with appropriate administrative support that enables efficient use of expertise and seniority
- a structure that provides clear career path opportunities for staff within the directorate
- delineation of work tasks between administrative and clinical processes
- access to line manager support through a clear leadership structure

In the proposed structure three (3) functional workgroups have been created within the team with clear areas of responsibility to provide focus on work tasks, processes and deliverables, distinct leadership structure for each function, defined career path for staff and administrative support to allow focus on strategic priorities and provision of expert clinical advice.

The proposed structure will result in the following:

- Three FTE HM4 Clinical Lead Patient Safety positions will be reduced to two FTE Clinical lead Patient safety positions. The work responsibilities of the one FTE affected position will be incorporated within the functional Clinical Lead group supported with an enhanced administrative officer support.
- One HM4 Patient safety analyst position is affected with current work responsibilities incorporated within the other functional groups.
- Creation of two new positions - HM5 Principal Clinical lead position as the lead to oversee the clinical lead functional group and HM2 Patient Safety officer position.
- Reporting line changes to nine positions as a result of creation of three functional groups. This will ensure an enhanced line manager support for all staff within each functional

group and opportunities for career growth. No other changes are proposed to these nine positions.

- One position title change from HM4 Education lead to HM4 Program lead with the inclusion of two reports. No other changes are proposed to this position.

All the four HM4 affected employees will be provided with an opportunity for priority assessment if they choose to apply for the two HM4 Clinical Lead Patient safety roles in the proposed structure. All processes will be undertaken as per the *Managing Excess Staff of the NSW Health Service Policy Directive*.

As part of the consultation process, we welcome your views on the implementation of the proposed structure during the two-week consultation process. We will enter into consultation with staff on Tuesday June 6, 2023 who will have 2 weeks to provide their feedback, which would be due by Wednesday June 21, 2023 before any final decision is made on the way forward.

I have attached an information pack for your convenience which includes the current and proposed organisational structure.

Should you have any questions, please do not hesitate to contact me on 0499 971 774 or Raji.murthi@health.nsw.gov.au

Yours sincerely,

Raji Murthi
HR Business Partner, HealthShare NSW
Date: June 5, 2023