

22 June 2022

Mr Gerard Hayes
Health Services Union
secretary@hsu.asn.au

Dear Mr Hayes

I am writing to advise you of proposed changes to the structure of the Maclean District Hospital Administrative Services, which has the potential to affect some of your members' line management arrangements and the job content of some of the positions.

The current growth of the Clarence Health Service and the desire to better integrate service provision across Grafton and Maclean Hospitals provides the impetus for the restructure. The proposal is designed to promote a consistent approach to management of administrative services at both Grafton Base Hospital and Maclean District Hospital and aim to improve variances in practice, application and implementation of initiatives and team cohesion. I have attached an outline of the restructure proposal.

Specifically, the changes involve the deletion of the Senior Administration Officer position, to whom all other existing administration staff currently report, the creation of a new Finance Support/Patient Liaison Officer position, and the realignment of management reporting lines for other administrative positions.

In line with the consultative provisions of the Health Employees Conditions of Employment (State) Award 2019, I am writing to invite you to comment on these proposed changes to the Maclean District Hospital Administrative Services structure.

You may respond to the proposed changes by addressing any comments in writing to Mr Dan Madden, General Manager, Clarence Health Service via email: daniel.madden@health.nsw.gov.au within 10 business days from the date of this letter.

Should you have any questions please do not hesitate to contact me on (02) 6641 8413.

Yours sincerely



Dan Madden
General Manager
Clarence Health Service