

Health Services Union
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Email: Secretary@hsu.asn.au

Proposal to realign the FTE and grading within the Statewide Eyesight Preschool Screening (StEPS) and Statewide Infant Screening – Hearing (SWIS-H) programs, across Southern NSW Local Health District and Murrumbidgee Local Health District (MLHD)

Dear HSU,

I am writing to you regarding a proposal to realign the FTE and grading within the Statewide Eyesight Preschool Screening (StEPS) and Statewide Infant Screening – Hearing (SWIS-H) programs, across Southern NSW Local Health District and Murrumbidgee Local Health District (MLHD). The realignment of FTE and grading will ensure a better reflection of the current workload and client caseload between the two Local Health Districts (LHD's).

Since the 2012 dissolution of Greater Southern Area Health Service into SNSWLHD and MLHD, SNSWLHD has covered all costs for the SWIS-H/StEPS Coordinator and SWIS-H/StEPS Administration Officer position with no hosted service agreement or cost recovery process. Both the SNSWLHD and MHLHD Directors of Integrated Care and Allied Health have agreed that this informal agreement is ceased, and both funding and FTE is redistributed between the two LHD's as appropriate.

It is thus proposed:

1. The permanent SNSWLHD SWIS-H/StEPS Coordinator position (Health Manager Level 3) is permanently reduced from 1.0FTE to 0.63FTE and regraded to a Health Manager Level 2 position.
2. The permanent SNSWLHD SWIS-H/StEPS Administration Officer position (Administration Officer Level 4) is permanently reduced from 1.0FTE to 0.63FTE and grading remains as Administration Officer Level 4.
3. A permanent SNSWLHD SWIS-H/StEPS Technical Assistant Screener position is created and recruited to at 0.84FTE. This is in addition to the existing 1.0FTE Technical Assistant Screener position.

This is a proposal. No decision has been made. I am advising staff of the proposal and inviting feedback. I will consider all feedback and will then advise of the decision made.

The intention of this proposal is to:

- Separate the operational and strategic oversight of the SWIS-H and StEPS programs between Southern NSW and Murrumbidgee LHD's.

The realignment of FTE and grading will also ensure a better reflection of the current workload and client caseload between the two Local Health Districts (LHD's).

A summary of the impact of this proposal includes:

- Changes to positions and impact on staff:
 1. The permanent SNSWLHD SWIS-H/StEPS Coordinator position (Health Manager Level 3) is permanently reduced from 1.0FTE to 0.63FTE and regraded to a Health Manager Level 2 position. The current incumbent is on temporary contract until 30 June 2024 and thus there is no impact, with the revised position being recruited to and commencing after this date.
 2. The permanent SNSWLHD SWIS-H/StEPS Administration Officer position (Administration Officer Level 4) is permanently reduced from 1.0FTE to 0.63FTE and grading remains as Administration Officer Level 4. The current incumbent of the position is already permanently employed at 0.63FTE and thus there is no impact.
 3. A permanent SNSWLHD SWIS-H/StEPS Technical Assistant Screener position is created and recruited to at 0.84FTE. This is in addition to the existing 1.0FTE SWIS-H Technical Assistant Screener position in SNSWLHD. There is no current incumbent as this is a new position, and thus no impact to staff.

I have enclosed a copy of the current and proposed organisational structure.

I have also enclosed a copy of the communication sent to all staff.

Any staff member affected by these proposed changes will be managed in line with NSW Health Policy Directive: Managing Excess Staff of the NSW Health Service.

If approved, the regraded and new position will be advertised, and internal staff would be able to apply.

I will hold two virtual meetings where there will be an opportunity for staff to ask questions and provide feedback on the proposal. Meetings will be held:

| Date | Time | Location |
|-------------------------------|--------|--------------------------------------|
| Wednesday 8 th May | 9am | Join the meeting now |
| Monday 13 th May | 3.30pm | Join the meeting now |

If you have any questions on this proposal or would like to provide feedback, please contact me on 0408 405 162 or Gretchen.Buck@health.nsw.gov.au by COB Wednesday 15th May 2024.

I look forward to your feedback and will provide a decision regarding the proposal at the end of the consultation period.

Yours sincerely,



Gretchen Buck

Manager Priority Populations, Southern NSW Local Health District

30th April 2024

Attachments: Current and proposed organisational charts
Email to all staff