

Mid North Coast Local Health District

10 August 2023

Mr Gerard Hayes
General Secretary
Health Services Union NSW/ACT/QLD
Locked Bag 3, Australia Square
SYDNEY NSW 1215

cc: Michael Kearns
Organiser, Public Health Regional
Michael.Kearns@hsu.asn.au

Email: Secretary@hsu.asn.au

Dear Mr Hayes

Macksville District Hospital – Role improvement TL3 to A03

The Mid North Coast Local Health District is writing to advise of its intention to establish an additional Administration Officer Level 3 role at Macksville District Hospital by means of a position amendment of a Telephonist Level 3.

The telephonist position no longer meets the demand of the Macksville Hospital front reception area and the amendment to an administration officer will allow for a broader scope of practice for the Health Service, whilst offering succession planning, role clarity and an opportunity for career advancement. The amendment will see no employees negatively impacted as the telephonist position is currently vacant.

It is proposed that this amendment take effect as of Monday 4 September 2023. I welcome any comments or feedback you may have by COB Friday 18 August 2023. If you wish to discuss the matter, please contact Andrew.bailey1@health.nsw.gov.au or myself Lydia.dennett@health.nsw.gov.au.

Sincerely



Lydia Dennett
General Manager, Coffs Harbour Health Campus
Coffs Clinical Network Coordinator

Coffs Harbour Health Campus | Mid North Coast Local Health District

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