

4 August 2021

Mr Gerard Hayes  
Secretary  
Health Services Union  
Locked Bag 3  
Australia Square NSW 1215

Email: [secretary@hsu.asn.au](mailto:secretary@hsu.asn.au)

Dear Gerard

This letter is to advise you of changes relating to the rostering in the Central Specimen Reception (CSR) at NSW Health Pathology, Wollongong impacting part-time staff in the department.

The current roster has a 6 hour morning shift from 7.30am to 1.30pm and 4 hour afternoon shift from 4.00pm to 8.00pm.

The proposed change will be that the morning shift will become a 9.30am to 1.30pm shift (4 hours) and the afternoon shift will change to 4.30pm to 10.30pm (6 hours).

The change is proposed because there has been an increase in specimens arriving in the laboratory in the afternoon, meaning that when the afternoon part-timers finish at 8.00pm there is an overflow of specimens that need to then be processed by one staff member, which is not always possible.

This proposed change will be a 3 month trial, with a review of specimen turnaround times and the number of unprocessed specimens at the end of the day being the key measure.

Consultation to date has involved the Operations Manager emailing all staff the proposed change and a copy of the proposed roster.

Discussions with staff will continue throughout the trial and data will be collected in relation to turnaround times and a review at the end of the day whether any specimens are unprocessed.

A proposed roster has also been drafted and posted for all staff to review.

Next steps:

- Finalise the trial roster
- Commence the trial roster and monitor data

If you have any queries please feel free to contact me.

Yours sincerely



Siobhan Cunliffe  
**Human Resources Manager**  
NSW Health Pathology East/South