

Private & Confidential

10 April 2024

Mr Gerard Hayes
Secretary
Health Services Union (HSU)
2/109 Pitt Street
SYDNEY NSW 2000

Via email: info@hsu.asn.au

Dear Mr Hayes

Proposed Emergency Short Stay Unit – Maitland Hospital

I write to the Union to advise we have received approval from the Chief Executive to introduce an Emergency Short Stay Unit (ESSU) at Maitland Hospital, Metford, that is scheduled to take place on Tuesday 14 May 2024.

The plan to introduce an ESSU represents a significant investment in Maitland Hospital and the Lower Hunter community from the Chief Executive and NSW Health. It is expected that the introduction of an ESSU at Maitland Hospital will improve patient experiences and decrease unplanned representations to the ED. There is also an expectation that there will be an improvement in the number of admitted patients in the Emergency Department impacting the currently on ED processes.

The FTE allocation is provided below for your review and feedback:

Discipline	Sum of Total Weekly Hours	Sum of FTE (Base Prod Only)	Sum of FTE (Incl leave)
Allied Health	84	2.22	2.43
Administration Support	56	1.47	1.67
Medical records (incl DMR support LHS)	40	1.05	1.05
Wardsperson	28	0.74	0.84

As previously advised through the JUSCC for the JHH temporary relocation of inpatient beds to 5D Maitland, there will be an additional 28 hours per week assigned for Wardsperson support to 5D. To ensure the FTE allocation is optimally utilised the Wards person ESSU and Wards person 5D will be combined to a permanent fulltime position rostered to work an early afternoon shift 1300hrs – 2100hrs. The early afternoon shift will ensure that the peak activity times for ESSU and 5D will be met.

The District acknowledges that recruitment may take some time given the current workforce climate and note that recruitment activities have already commenced and for some areas are ready to appoint applicants once consultation occurs.

Human Resources - Greater Metropolitan Health Services /
Children, Young People & Families

PO Box 21, Waratah NSW 2298

Telephone: (02) 4985 3152

Email: HNELHD-HRMetro@health.nsw.gov.au



Health

Hunter New England
Local Health District

This is an important opportunity for our community and one which requires investment from the District, leadership, staff and the Union.

I encourage you to provide any feedback to me regarding the above by **close of business 27 April 2024**.

Please note the Australian Salaried Medical Officers' Federation (ASMOF) and the NSW Nurses' and Midwives' Association (NSWNMA) have also been advised of the above.

If you have any questions please do not hesitate to contact me on 02 4087 2058 or via email at Paula.Richards@health.nsw.gov.au.

Kindest Regards,

Paula Richards

Acting General Manager

Lower Hunter Sector

Hunter New England Local Health District

Cc: A Towns – Director of Allied Health

K Bassett – HSU

M Booth – Snr HR Business Partner