

From: [REDACTED]
To: [Matthew Ramsay](#); [REDACTED]
Cc: [REDACTED]
Subject: RE: H1 & H2 USCC
Date: Wednesday, 18 October 2023 12:24:31 PM

Good Morning Margaret, Craig, and Matt

Following our meeting yesterday, I am writing to confirm HealthShare NSW commitment to keep our team members safe, and in particular with additional monitoring over our team members in H1 and H2 during the trial of the later start times to ensure the environment is safe for our team, with a focus on ensuring they are not walking into a shift with Waste and Linen Skips overflowing.

As a continuing directive, regardless of the time of day, we ask that all of our team do not complete the duty of emptying 'over-flowing' linen and waste. We support our team respectfully reporting this to the department HNE staff, and escalate to their Supervisor if no action is taken. I am awaiting confirmation from H1 and H2 Management in terms of the correct HNE Staff member to report to (they are working on this being as consistent as possible across both wards to avoid confusion).

I can confirm that our Supervisors will continue checking both wards daily, prior to 9.45am to check if the linen and waste bins are safe for our team to empty (not overflowing). These inspections have taken place daily since the beginning of the trial, and comments recorded in a diary.

I mentioned yesterday, it would be greatly beneficial, and appreciated, if the team could continue with the duration of this trial. Ending the trial now does not provide any evidence to be able to support requesting any extension of the service. We need to have the opportunity for scheduled cleaning audits to occur during the trial, and also to see that the HNE support (in terms of emptying overflowing waste and linen outside of shift), continues for the duration.

Once I receive the confirmed '1st point' of escalation for overflowing waste and linen, I will forward through.

Thank you all.

Kind regards

[REDACTED]
A/Operations Manager - John Hunter Hospital, Patient Services and Planning
HealthShare NSW

This message is intended for the addressee named and may contain confidential information. If you are not the intended recipient, please delete it and notify the sender.

Views expressed in this message are those of the individual sender, and are not necessarily the views of NSW Health or any of its entities.