



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

Delivered by email to: secretary@hsu.asn.au / info@hsu.asn.au

Dear Mr Hayes,

Re: Proposed changes – Centralisation of Porter Services, Royal Prince Alfred (RPA) Hospital

I am writing to advise you of proposed changes to Porter Services at RPA Hospital, Sydney Local Health District (SLHD).

RPA Hospital's General Porters Service is responsible for transporting patients and equipment across the RPA Hospital campus and operates on a 24 hour, 7 days a week (24/7) roster. The Department of Radiology (Radiology) also has a Porters Service, who are limited to servicing Radiology areas and operate between 8.00am to 10pm, 7 days a week. General Porters fill the service gap for the Radiology Porter's non-operational hours, and also provide backfill for absences and periods of high service demands.

A review of the Porter Service within Radiology was undertaken in December 2022, and identified opportunities for workflow and service efficiencies to better support transfers of Radiology patients. The review identified that key to achieving these efficiencies is the centralisation of the Radiology Porters into the General Porters Service. Centralising the service will align workflow functions, increasing task efficiency and improving governance around task allocation and completion. Other anticipated benefits include improving team cohesion, and professional development for staff.

To better meet the overall patient transfer needs of the hospital, it is proposed that Radiology Porters are consolidated with General Porters into a single centralised service under the management of Clinical Support Services. The proposed changes would see:

- Radiology Porters transfer to the General Porters Service, with all staff transferring at-level.
- Radiology Porters come onto a 24/7 roster.
- Radiology Porters assume the full scope of General Porter duties, including performing mortuary and helipad duties.
- All staff in the new centralised service transition to a single position description for General Porters. Although General Porters often provide backfill to Radiology Porters, the draft position description is to be updated to formalise the inclusion of Radiology within the scope of patient transfers to be undertaken by General Porters.

I trust the information from this correspondence has been of assistance in understanding the proposed changes, which will see the Porters Service better able to support the hospital's patient transport needs.

Initial staff consultation forums will be held on **Thursday, 27 July 2023** at 2.00pm and 3.00pm in the *Kerry Packer Education Centre, John Greenaway Room 4.2* (and via MS Teams) with both Radiology and General Porter staff to discuss the proposed changes and provide an opportunity for feedback.

The forum will be recorded and shared via MS Teams for those who are unable to attend onsite. We would like to provide you with the opportunity to attend and support this process and note it may potentially affect your members.

Please be advised that you will receive shortly a calendar invitation with meeting details to attend the initial staff consultation forum via MS Teams.

Your comments and feedback would be most welcome, and would be appreciated within two weeks from the date of this correspondence. Alternatively if you have any questions, please contact Ms Elaine Mills, Workforce Manager RPA Hospital at Elaine.Mills@health.nsw.gov.au or on 9515 9535.

Yours sincerely,



Kiel Harvey
General Manager
Royal Prince Alfred Hospital

Date: 25/7/23 .