



**Restructure Consultation Paper
Population and Community Health -
Sexual Health Blood Borne Virus Services
and Community Health Information
Management Unit (CHIMU)**

March 2024



Comments or feedback on this proposal can be submitted in writing to
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1. Introduction

1.1 Overview

The South Eastern Sydney Local Health District (SESLHD) Population and Community Health (PaCH) Directorate was formed in December 2019 following the SESLHD Executive Restructure. The PaCH portfolio provides a range of clinical and population-based services across the lifespan that focus on promoting health and wellbeing, preventing disease and minimising harm.

Over many decades, South Eastern Sydney has built up an excellent reputation for the prevention and treatment of sexually transmissible infections and blood borne viruses. The District's Sexual Health, HIV and other Blood Borne Virus Services and Programs are well-known and trusted well beyond the District itself and provide clinical leadership, innovation and research in the sector.

There are currently five services within Sexual Health and Blood Borne Viruses (SHBBV) involved in the prevention, diagnosis, and treatment of Sexually Transmissible Infections (STIs) and blood borne viruses for the SESLHD population. They are:

- HIV and Related Programs Unit (HARP) including the HIV Outreach Team (HOT)
- Kirketon Road Centre (KRC)
- Short Street Centre (SSC)
- Sydney Sexual Health Centre (SSHC)
- The Albion Centre (ALB)

SESLHD SHBBV services also manage the following statewide services:

- Sexual Health Infolink (SHIL)
- ADAHPS (an HIV neurocognitive team)
- New South Wales Sexually Transmissible Infections Programs Unit (STIPU) (HR management only)
- Trans and gender diverse adolescent and young adult service (in establishment)

Across these services, care is provided via fixed locations and outreach networks to a client base of approximately 28,000 individuals accounting for around 170,000 occasions of services per year.

There are over 220 highly skilled and diverse staff (approximately 180 FTE) including nursing, medical, allied health, health promotion, administrative and technical staff. It is the largest SHBBV service in Australia.

1.1.1 Sexual Health and Blood Borne Virus Services

In January 2021 the position of Director of Sexual Health and Blood Borne Virus Services was established for a 3-year period. This aimed to improve collaboration, coordination and better align related services to meet community needs. It also reduced the number of individual direct reports from these services to the Director, PaCH from five to one.

The proposed restructure of SHBBV services within PaCH aims to further align services to achieve the following:

- Support better integration of like services and functions and reduce duplication
- Increase flexibility of workforce and professional development opportunities
- Allow for models of care to be updated in line with community needs
- Facilitate great geographical equity of access to services

- Improve clinical governance arrangements
- Coordinate research agendas
- Realign budget and resources to meet contemporary needs
- Facilitate the implementation of the SHBBV clinical services plan

1.1.2 Community Health Information Management Unit (CHIMU)

In 2015, the South Eastern Sydney Illawarra Area Health Service (SESIAHS) CHIME Team, which had managed Community Informatics and Reporting for the previous 13 years, was disbanded. SESLHD chose to create the CHIMU with 3 FTE to continue the management of data and reporting for the Community Health sector, including oversight of the Community Health Outpatient Care (CHOC) eMR build.

CHIMU has enabled the maturing of the rollout of eMR to all sites, developed new enhancements, and implemented quality and reporting dashboards in partnership with SESLHD Digital Health, SESLHD Clinical Insights and Analytics, eHealth NSW and Ministry of Health System Information and Analytics Branch.

The formation of PaCH in December 2019 resulted in several data and health informatics positions transferred to PaCH in addition to the CHIMU. CHIMU has, by default, become the hub for the management of eMR for PaCH including oversight of Health Establishment Registration Online (HERO) and several datasets. CHIMU has established connections with informatics staff in various units within PaCH.

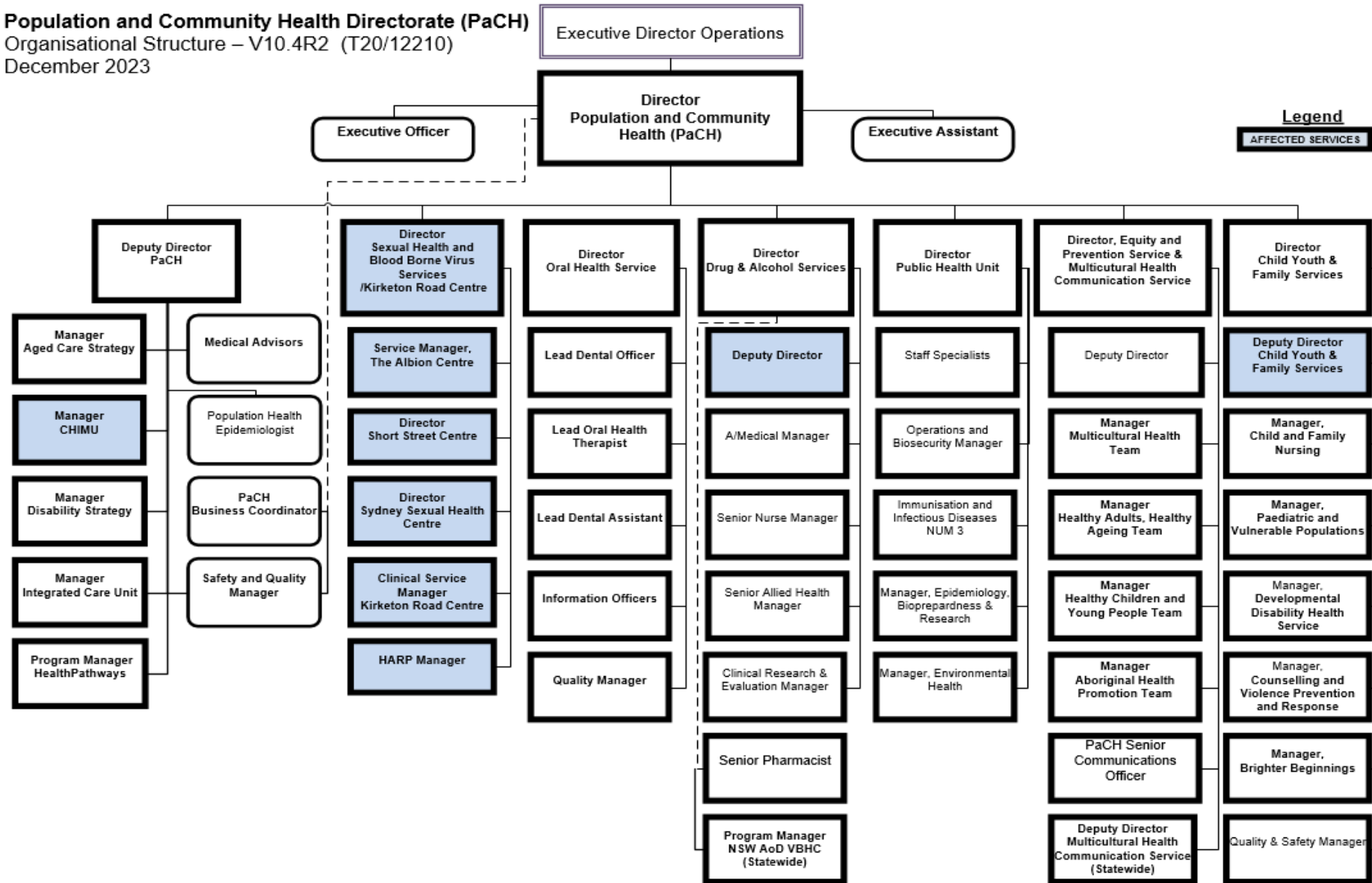
Health Informatics has radically changed over the last eight years with the retirement of many bespoke data systems and the near complete transfer to a single eMR across the district. The ongoing implementation of the Community Health Information Reporting Project (CHIRP) has led to a significant increase in workload to support these datasets to extract to Enterprise Data Warehouse for Analysis Reporting and Decision (EDWARD) and provide a platform to meet Ministry of Health and Local Health District (LHD) Key Performance Indicators.

1.2 Current Organisational Structure

The current organisational structure of the PaCH directorate, and respective services in scope for the proposed restructure and position changes are shown on the following pages.

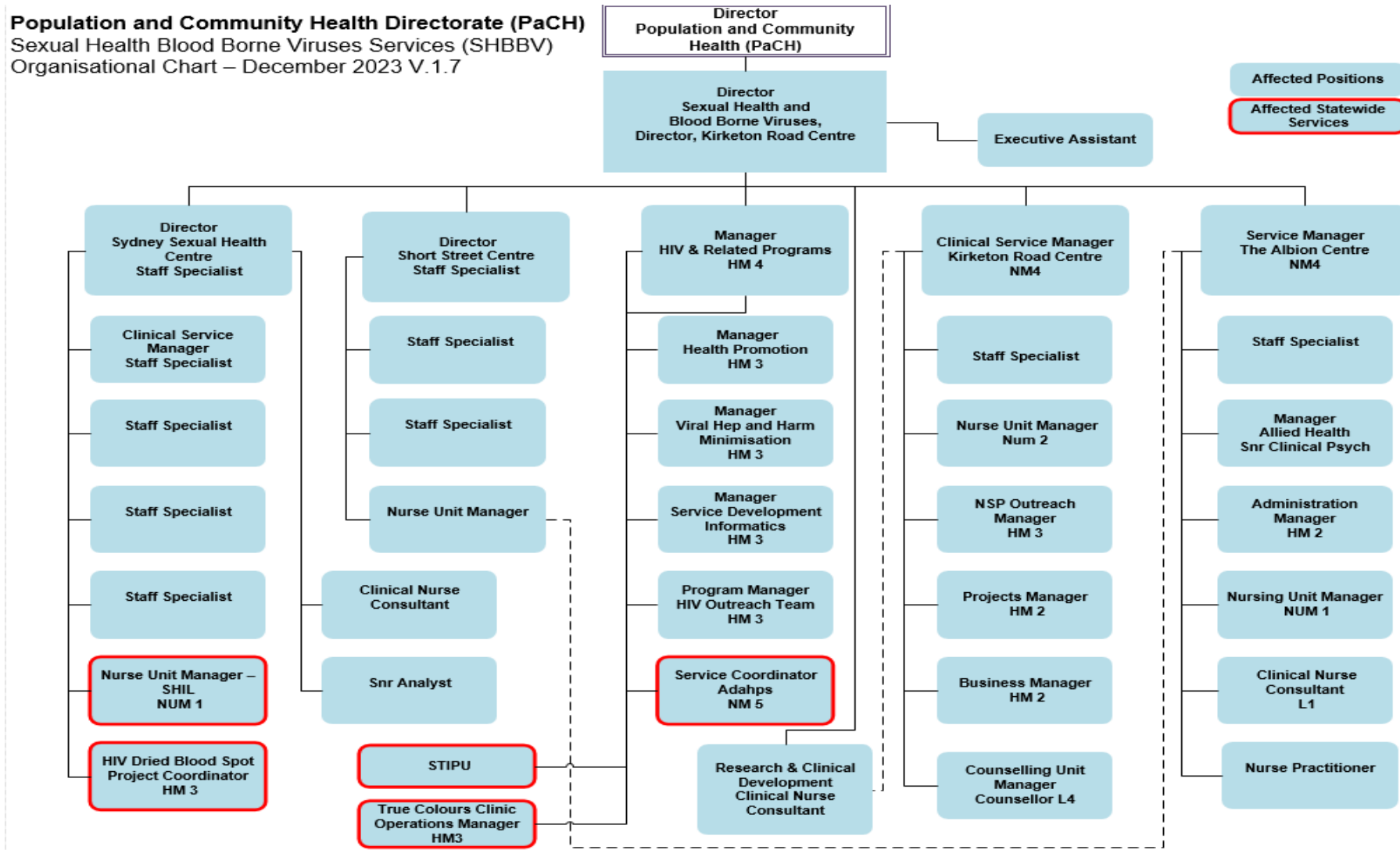
1.2.1 Population and Community Health Directorate (PaCH)

Population and Community Health Directorate (PaCH)
Organisational Structure – V10.4R2 (T20/12210)
December 2023



1.2.2 Sexual Health and Blood Borne Virus Services

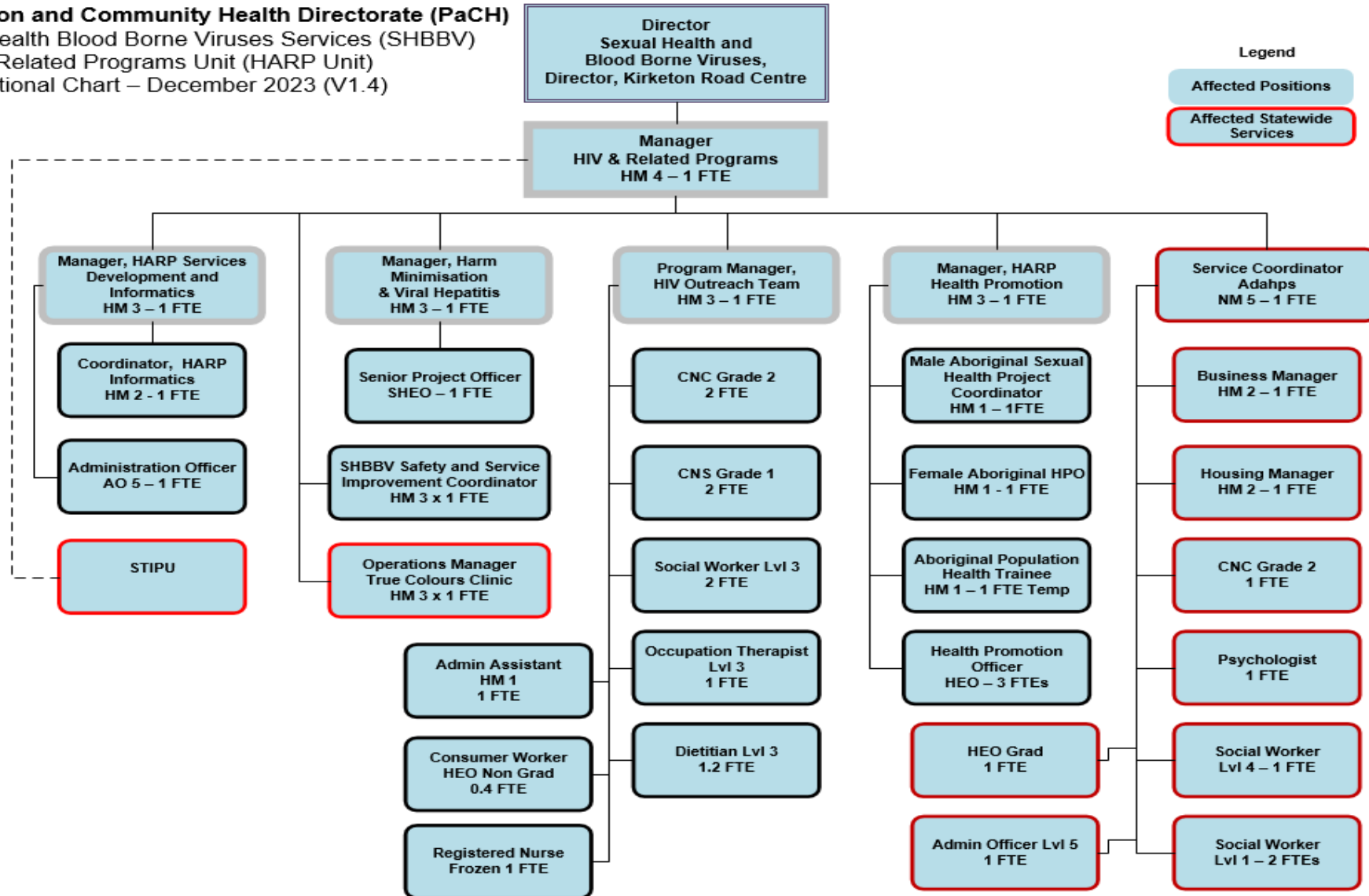
Population and Community Health Directorate (PaCH)
Sexual Health Blood Borne Viruses Services (SHBBV)
Organisational Chart – December 2023 V.1.7



This org chart only reflects the direct reports to the Director SHBBV and their direct reports and is not a complete list of the affected positions in this restructure.

1.2.3 HIV and Related Programs Organisation Chart (HARP)

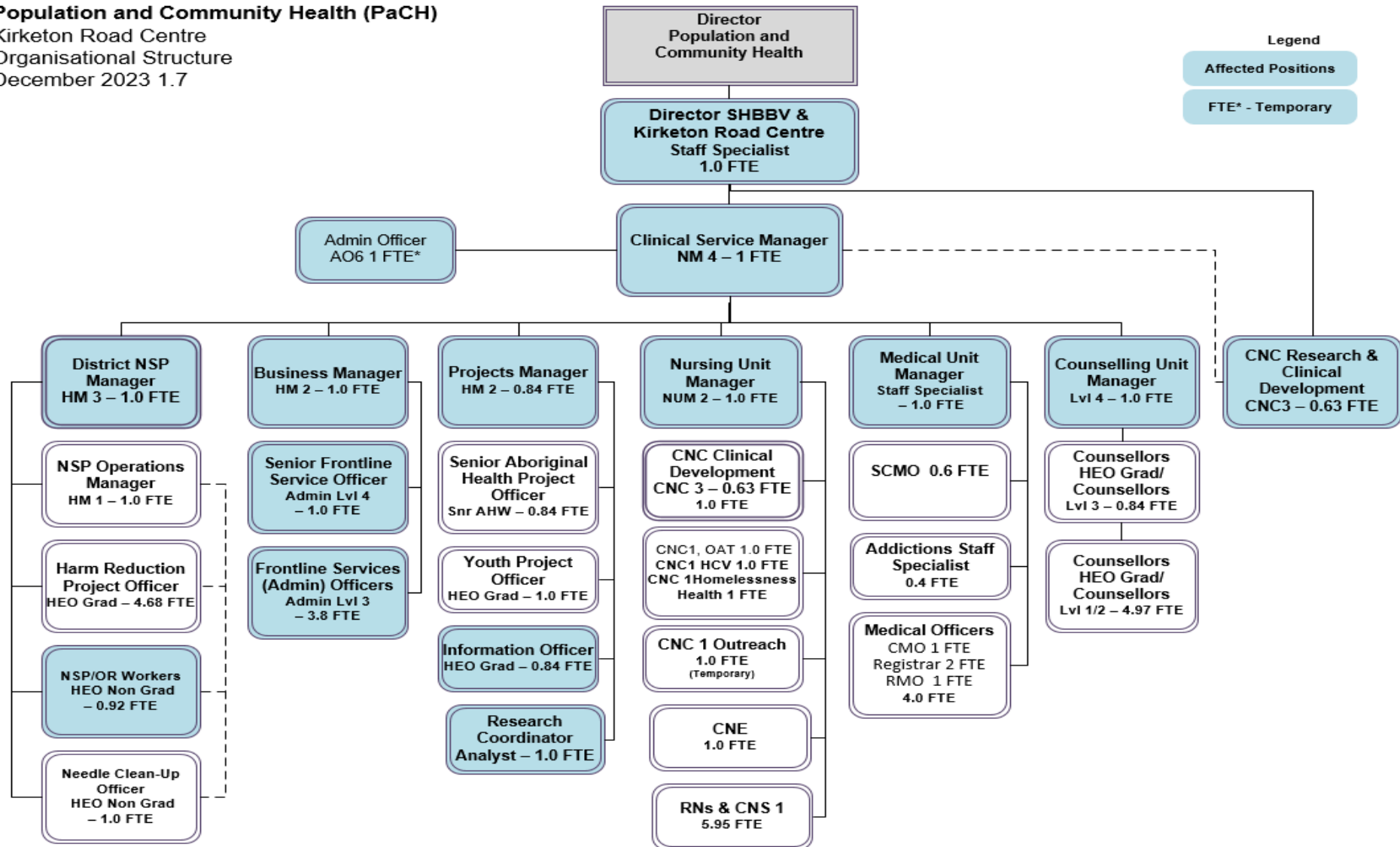
Population and Community Health Directorate (PaCH)
Sexual Health Blood Borne Viruses Services (SHBBV)
HIV and Related Programs Unit (HARP Unit)
Organisational Chart – December 2023 (V1.4)



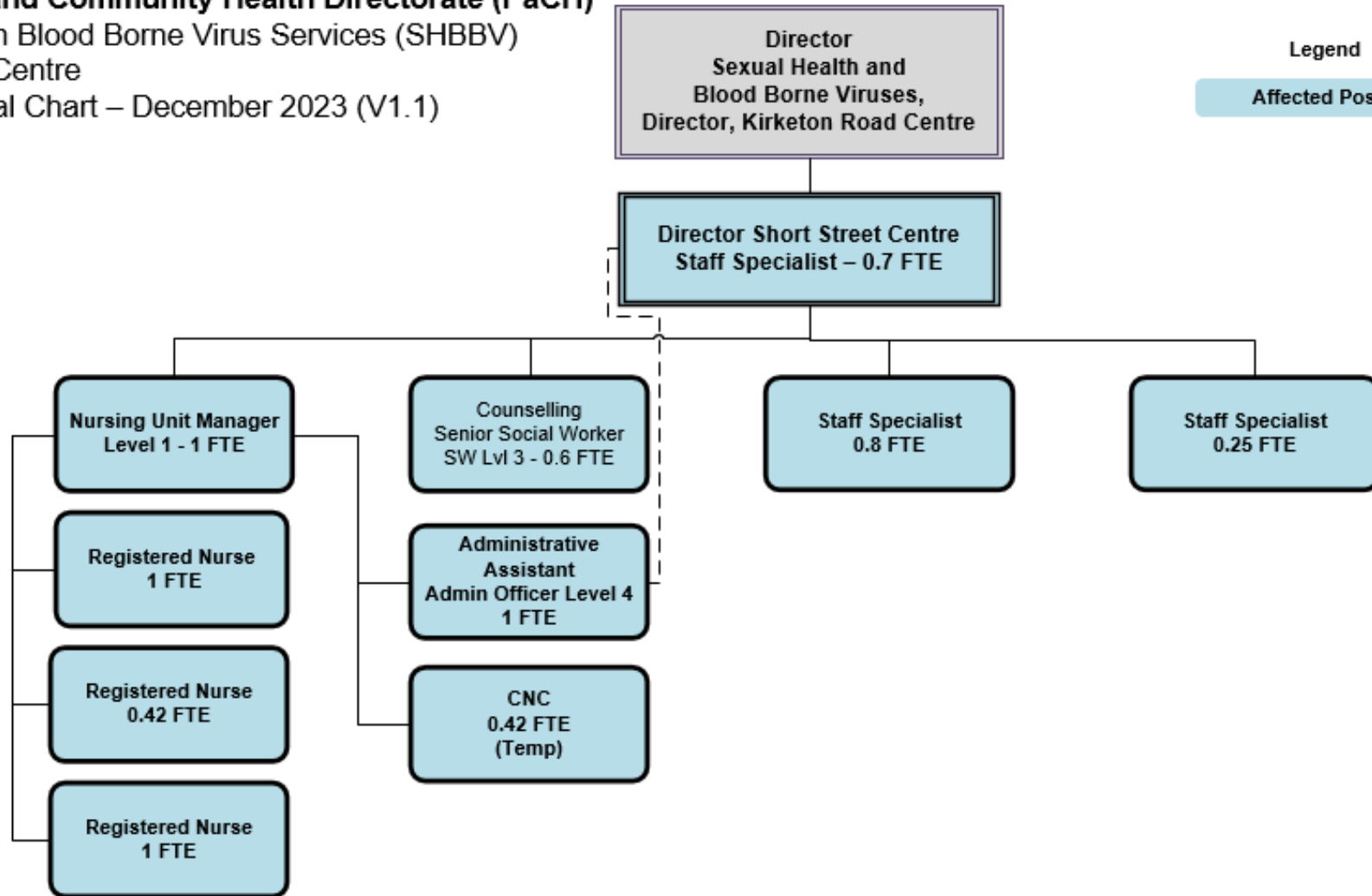
1.2.4 Kirketon Road Centre Organisation Chart

Population and Community Health (PaCH)

Kirketon Road Centre
Organisational Structure
December 2023 1.7

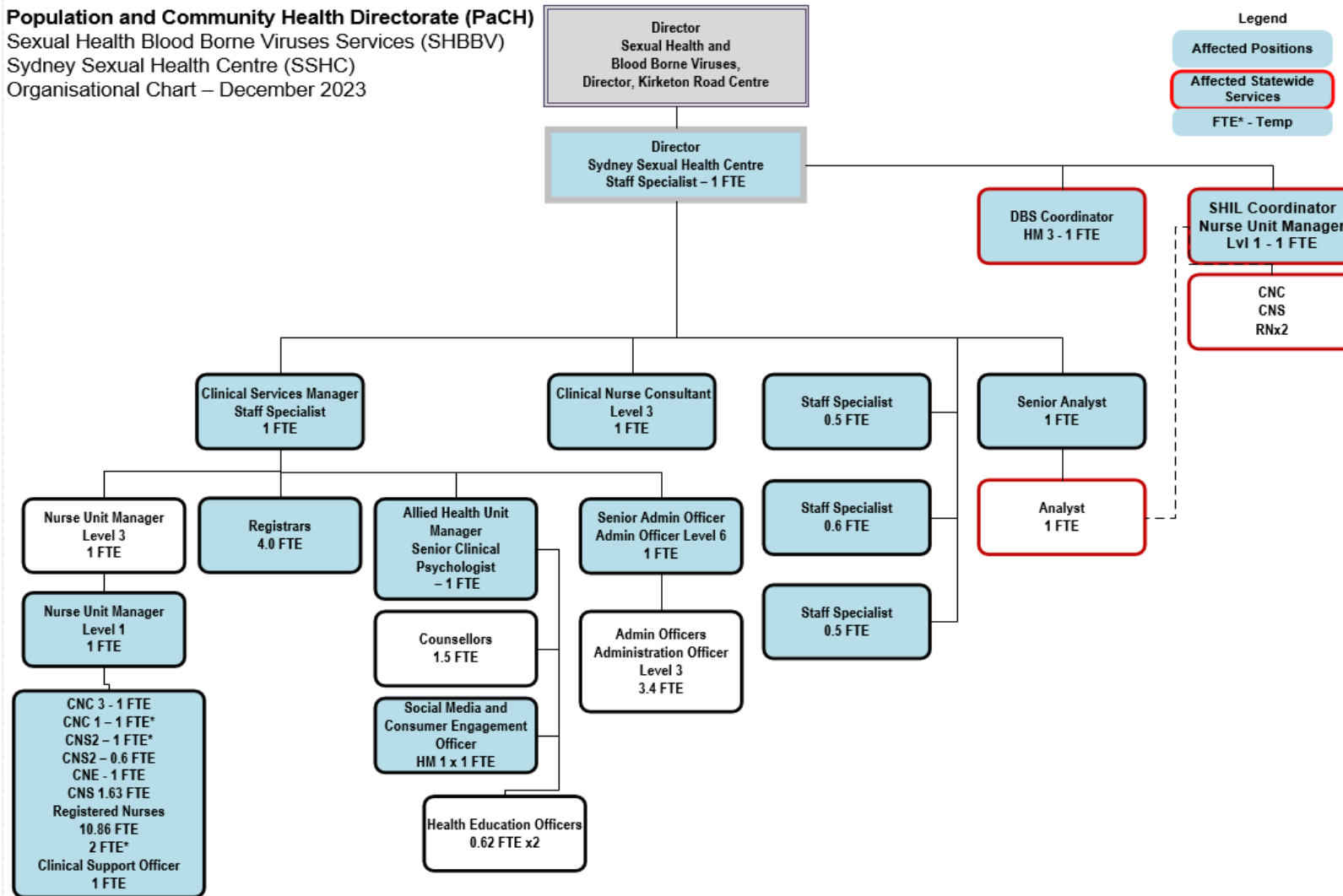


1.2.5 Short Street Centre Organisation Chart
Population and Community Health Directorate (PaCH)
 Sexual Health Blood Borne Virus Services (SHBBV)
 Short Street Centre
 Organisational Chart – December 2023 (V1.1)



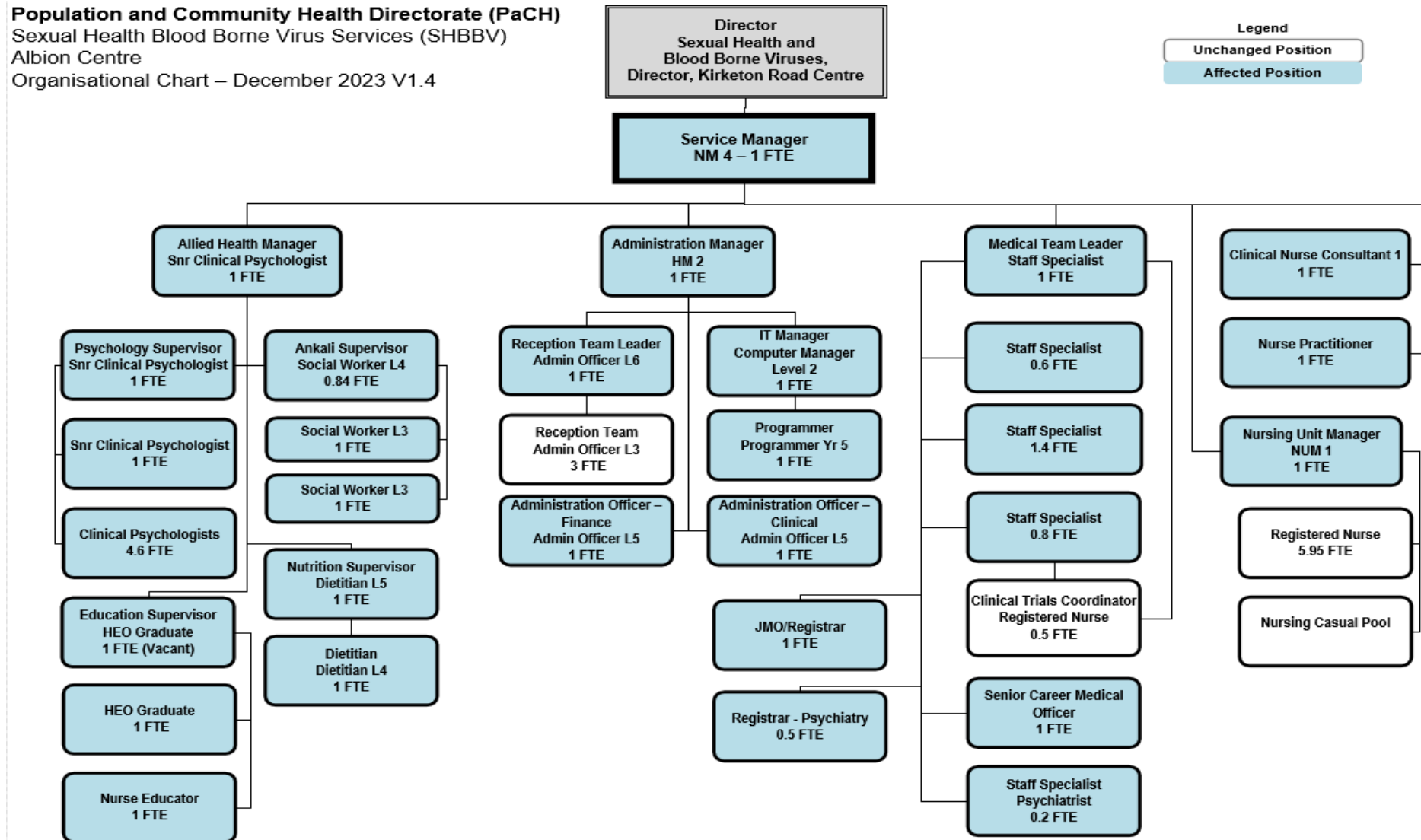
1.2.6 Sydney Sexual Health Centre Organisation Chart

Population and Community Health Directorate (PaCH)
Sexual Health Blood Borne Viruses Services (SHBBV)
Sydney Sexual Health Centre (SSHC)
Organisational Chart – December 2023



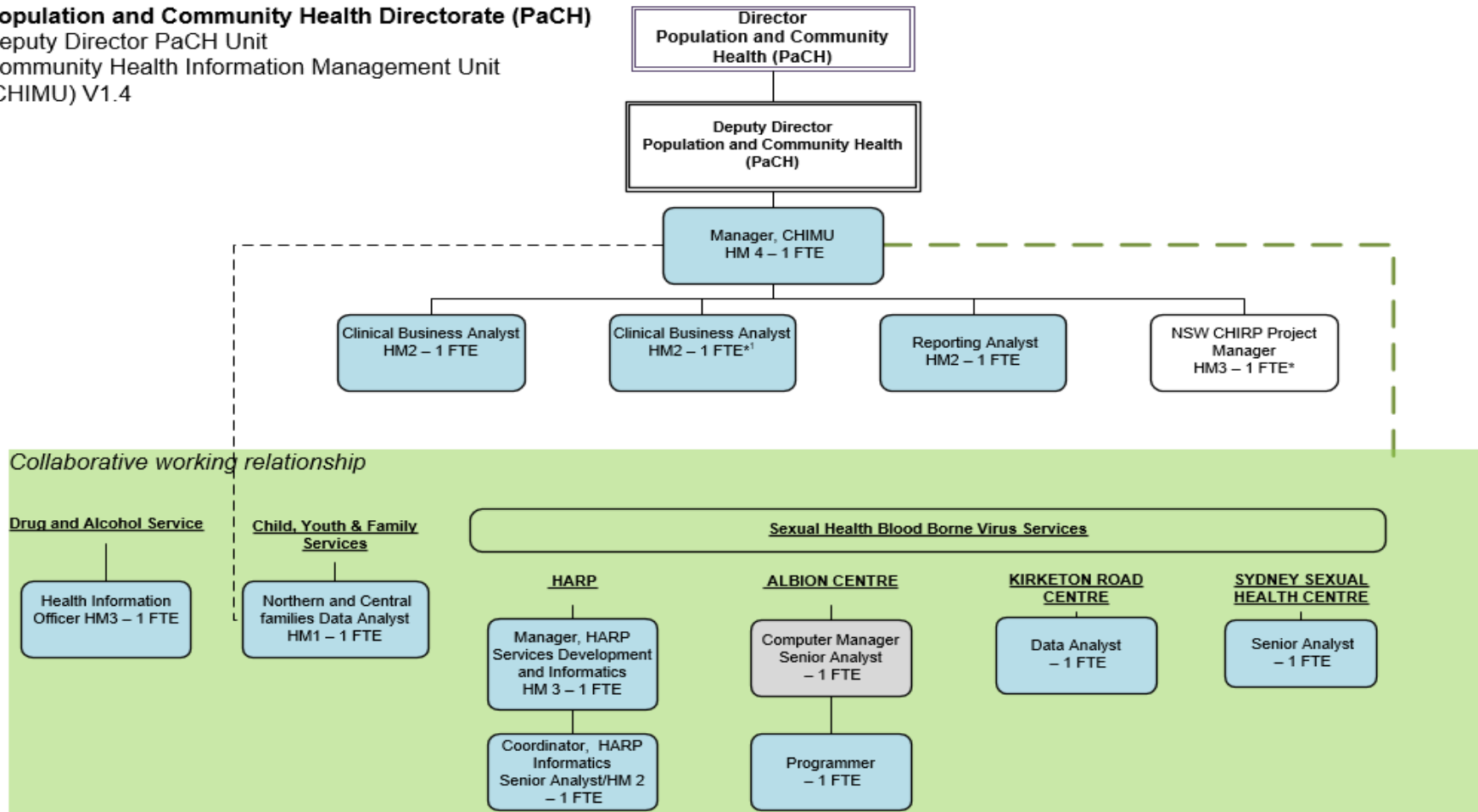
1.2.7 The Albion Centre Organisation Chart

Population and Community Health Directorate (PaCH)
Sexual Health Blood Borne Virus Services (SHBBV)
Albion Centre
Organisational Chart – December 2023 V1.4



1.2.8 Community Health Information Management Unit (CHIMU)

Population and Community Health Directorate (PaCH)
Deputy Director PaCH Unit
Community Health Information Management Unit
(CHIMU) V1.4



*1: Funded by Albion Centre
Senior Analyst position
Frozen Position
Affected Positions
Temporary Hosted Position (Out of scope)

2. Case for Change

2.1 Sexual Health and Blood Borne Virus Services (SHBBVs)

The prevention, diagnosis and treatment of sexually transmitted infections and blood borne viruses is a key area of focus for SESLHD as the demographics of our District's population includes many at risk groups such as gay and bisexual men, sex workers and people who inject drugs. SESLHD has an important role to play in achieving state-wide and national targets to reduce the burden of sexually transmitted infections and blood borne viruses in the community especially among priority populations including Aboriginal people and Culturally and Linguistically Diverse (CALD) communities.

The appointment of the Director, Sexual Health and Blood Borne Viruses in January 2021 aimed to facilitate a more cohesive approach to SHBBV service delivery. A review of clinical services and future community needs was undertaken in 2022 and informed the development of a 10-year clinical services plan. This process involved broad engagement with SHBBV staff including through forums, surveys, partner and consumer meetings and individual consultations. It was evident in this review that overlap of service models and functions exists, and that there is an opportunity to better align to meet SESLHD goals of safe, high quality and equitable person-centred care.

The drivers for change in the clinical services plan include:

- Increased demand due to population growth across the LHD
- Challenges in service navigation and integration
- Need to focus on prevention and late diagnosis
- Requirement to address inequities of access for priority groups
- Enhanced technology

The clinical services plan has the following priorities which will be supported by this restructure:

- Collaborate and partner to deliver seamlessly integrated services across the continuum of care
- Continue to reduce the prevalence and transmission of STIs and BBVs, with a focus on priority populations
- Deliver person-centred safe, evidence-based care, augmented through technology
- Further establish the SESLHD SHBBV service as a leader and Centre of Excellence across the state

In addition to the clinical services plan, an external review was also undertaken in 2023 of three teams providing HIV-related psychosocial care to better understand the work of these teams, contemporary challenges and guide future service development. This review was conducted by John Leary Consulting and involved interviews with staff, consumers and external stakeholders as well as staff surveys.

The changes to SHBBV organisational governance, structure and positions outlined in this document are considered necessary to achieve the priorities set out in the clinical services plan including through adopting recommendations from the external review.

2.1.1 Key Changes to Governance and Organisational Structure

Creation of:

- **SHBBV Executive Team** - This team will consist of the Director, Deputy Director, Service Managers, Manager – Statewide and Clinical Support Service, Administration and Business Manager, Quality and Improvement Manager. In addition, the Manager of CHIMU or delegate will engage closely with the Executive Team regarding SHBBV health informatics and reporting. This team will also include medical, nursing and allied health leadership if not already represented by incumbents of the existing positions. The purpose of this team is to be the peak decision making and reporting entity within SHBBV and to ensure that operations are efficient, safe, aligned and evaluated across services.
- **SHBBV Statewide and Clinical Support Service** - The value of this proposed new Service was highlighted by the John Leary review. The aim of the Service is to provide district-wide access to, and a singular intake process for case management and allied health support for people living with HIV and associated populations. It brings together services offering state-wide or quasi-state-wide models of care such as ADAHPS, the HIV Outreach Team (HOT), Ankali program and the Albion Centre psychology and nutrition teams.

Gathering these services under one tiered service model has benefits in providing coordinated support tailored to patient need and reducing service overlap. The other statewide services managed by SESLHD, namely STIPU, SHIL and the new statewide Trans and Gender Diverse Youth Service will also form part of this Service. Bringing all statewide services hosted by SESLHD under a single operational manager will have benefits in better coordinating and delivering upon our statewide responsibilities.

- **Operational alignment of Sydney Sexual Health Centre, Short St Centre and the Albion Centre under one Service Manager and consolidated Medical and Nursing units** to allow a district wide, consistent approach to client care. These services are all dedicated to activity in the HIV and sexual health speciality through tertiary community care models and will provide district wide expertise. Given the different scope of work at KRC that includes primary care and drug treatment services, medical and nursing staff will remain separate, however staff exchange and learning opportunities will be promoted across services.

2.1.2 Director SHBBV position

The Director SHBBVs position will be increased to 1 FTE to meet the strategic and operational needs of an integrated district wide SHBBV service. This brings the position into line with other Director roles in PaCH which are all 1 FTE.

2.1.3 HIV and Related Programs (HARP) Unit

The HARP Unit's central role has been to support the co-ordination and integration of HIV, sexual health and viral hepatitis local and statewide services and programs across SESLHD.

The HARP Unit additionally currently oversees two clinical programs: HOT and ADAHPS, a statewide service. HOT and ADAHPS both involve complex case management for HIV positive clients, including those with neurological issues. Each program has its own portfolio and work collaboratively.

In this restructure, it is proposed that the name 'HARP' is not continued. Instead, the **HARP Manager** Health Manager Level 4 (HM4) position is renamed Deputy Director, SHBBV (HM4) and the Unit will be named Deputy Director's Unit. This is to reflect a broader operational remit of the team.

The Deputy Director, SHBBV will work closely with and report to the Director SHBBV. The Deputy Director will also work with the Service Managers to facilitate and support service development. This position expands to include SHBBV-wide responsibility for business functions, quality and safety, education and strategic projects.

It is proposed in this restructure that HOT, ADAHPS and the new statewide service for Trans and Gender Diverse Young People no longer sit in this Unit, but instead form part of a newly created *Statewide and Clinical Support Service*. The **Service Coordinator, ADAHPS** Nurse Manager Grade 5 (NM5) will be renamed Service Manager, Statewide and Clinical Support Service. **The Program Manager** (HM3) HIV Outreach Team position will be renamed Manager, Clinical Outreach and will have responsibility for the operations of both HOT and ADAHPS, who will operate as a single team with both a local and a statewide component.

In the proposed new structure, a new Programs Manager (HM3) replaces the **Manager, HARP Health Promotion** (HM3) and **Manager, Harm Minimisation and Viral Hepatitis** (HM3) positions which will be deleted. A Programs Officer (HM2) position will be created to work with, and report to the Programs Manager. The Programs Manager will lead their project teams and Aboriginal Health staff to work across SESLHD in the development, implementation, coordination and evaluation of SHBBV programs. The rationale for this change is to remove the disease specific (e.g. hepatitis) or skills-specific (e.g. health promotion) delineation of roles, permitting all members of the programs team to work across all areas of SHBBV priorities and respond to emerging issues without being siloed into a particular area of disease focus.

The **Manager, HARP Services Development and Informatics** (HM3) role, renamed as Manager Data Governance and Reporting, will be moved to the CHIMU with a new reporting line to the Manager, CHIMU. This move is proposed in consideration of the increasing alignment between SHBBV services and all other community health services as SHBBV services transition to eMR. The transfer of this position will continue to support the development of SHBBV health information systems and integration with broader community health. The role will be responsible for reporting compliance to our funding bodies. Provide a consistent framework for all Data Analysts to work within their respective clinical divisions. Ensure development of visualisation platforms, appropriate and timely reports as required by PaCH and LHD and a framework to ensure data integrity of eMR, HERO and EDW Metadata elements. Member of PaCH, CYF, SHBBV and D&A Exec meetings as appropriate to set workplan and directions on priorities for each sector pertaining to data management and reporting. The **Coordinator, HARP Informatics** role reporting to this position will also transfer to CHIMU, with ongoing responsibilities for SHBBV data management, reporting, and maintenance of SHBBV legacy eMR and data systems.

A new **Administration and Business Manager** SHBBV (HM3) role will be responsible for a range of financial and facility support and administrative services to ensure the consistent, efficient, and effective delivery of business functions across SHBBV services. The Administration and Business Manager will be responsible for administration and facility issues across SHBBV and will provide upskilling and training support for SHBBV administration staff and facilitation of planned and unplanned leave relief. This role will work also closely with the PaCH Business Coordinator as the key point of liaison for SHBBV.

The role of **Administration Assistant (HM1) in HOT** will be renamed as Administration and Business Coordinator (HM1) and will report to the new HM3 Manager within the Deputy Director's

Unit. The Administration and Business Officer will provide supervision of procurement, recruitment, fleet management, travel booking and facility support to the whole of SHBBV.

Two Administration Officer Level 5 (AO5) roles will also report to the HM3 Manager. These roles will be drawn from the **Albion Centre** (change of reporting line for existing AO5 role); and the current **HARP Unit** (change of reporting line for existing AO5 role). These positions will have responsibility for procurement, administrative support and recruitment management across SHBBV.

The current **Administrative Officer Level 5 role in ADAHPS** will support administration in the new Statewide and Clinical Support Service.

With the consolidation of administration and business functions under the Administration and Business Manager SHBBV (HM3) as described above, the **ADAHPS Business Manager (HM 2)** position will be deleted.

Implications for other administrative positions in SHBBV are described in the respective service sections below.

Summary of changes to the current HARP Unit including HOT and ADAHPS:

Change	Roles affected
Rename	HARP Manager, HM4 (1 FTE) to Deputy Director, SHBBV, HM4 (1 FTE)
Delete	Manager, Harm Minimisation & Viral Hepatitis, HM3 (1 FTE)
Delete	Manager, HARP Health Promotion, HM3 (1 FTE)
Delete	ADAHPS Business Manager, HM2 (1 FTE)
Create	Programs Manager, HM3 (1 FTE)
Create	Administration and Business Manager, SHBBV, HM3 (1 FTE)
Create	Programs Officer, HM2 (1 FTE)
Change of reporting line and rename	Service Coordinator, ADAHPS NM5 (1 FTE) to Manager Statewide and Clinical Support Service, NM5 (1 FTE) reporting to Director SHBBV
Change of reporting line and rename	Program Manager, HIV Outreach Team, HM3 (1 FTE) to Manager, Clinical Outreach, HM3 (1 FTE) reporting to Service Manager, Statewide and Clinical Support Service
Change of reporting line and rename	Manager, HARP Services Development and Informatics, HM3 (1 FTE) renamed Manager Data Governance and Reporting and will report to Manager, CHIMU.
Change of reporting line and rename	Coordinator, HARP Informatics, HM2 (1 FTE) will be renamed Data Analyst and will report to Manager Data Governance and Reporting position will also transition to CHIMU. Refer to Section 2.2 for details
Change of reporting line and rename	Administrative Assistant, HOT, HM1 (1 FTE) to Administration and Business Coordinator, HM1 (1 FTE) reporting to the Administration and Business Manager, SHBBV, HM3
Change of reporting line and rename	Administration Officer, HARP AO5 (1 FTE) to SHBBV Administration Officer AO5 (1 FTE) reporting to the Administration and Business Manager, SHBBV, HM3
Change of reporting line	True Colours Operations Manager, HM3 (1 FTE) will report to the Service Manager, Statewide and Clinical Support Service

Change	Roles affected
Change of reporting line	<p>The ADAHPS clinical neuropsychology position will move to the Allied Health team within the Statewide and Clinical Support Service joining the current Albion Centre psychologists and neuropsychologist.</p> <p>ADAHPS staff (Housing Manager, CNC, HEOG and Social Workers) will report to the Manager, Clinical Outreach (HM3 – renamed HOT Manager).</p> <p>ADAHPS Administration Officer AO5 will report to the Service Manager, Statewide and Clinical Support Service.</p>
Change of reporting line	<p>The HOT dietician Level 3 role will move to join the other Dietitians in Statewide and Clinical Support Service and will report to the Level 4 dietician in this team.</p> <p>HOT staff (CNC2, CNS1, RN, Social Worker, Occupational Therapist, Consumer Worker & HEO) will move to the Statewide and Clinical Support Service reporting to the Manager, Clinical Outreach (HM3 – renamed HOT Manager)</p>
Change of reporting line	<p>The Health Education Officers (HEO) and Senior Health Education Officers (SHEO) in the current HARP team will report to the newly created Programs Officer HM2 position.</p> <p>The Aboriginal Male and Female Sexual Health program positions HM1 (2 FTE) and the temporary Aboriginal Population Health Training Initiative (APHTI) positions will report to the Programs Manager HM3.</p>

2.1.4 Kirketon Road Centre

Kirketon Road Centre (KRC) is a walk-in, targeted primary health care service located in Kings Cross which has been operating since 1987. Care is provided for Sexually Transmissible Infections (STIs), HIV and hepatitis, but within a primary health care framework inclusive of drug and alcohol, mental health and social welfare support.

KRC also provides a primary Needle and Syringe Program satellite service in Caringbah called KRC South. The KRC team service marginalised groups at risk of STIs and BBVs including: young people, sex workers, Aboriginal people, people who inject drugs, LGBTIQ+ communities and people experiencing homelessness.

KRC comprises of medical, nursing, health education, technical, counselling and administrative staff with approximately 47 FTE.

Given the different model of care and range of skills sets required (including addiction, mental health and primary health care), KRC will not merge with the other three services, and will focus on provision of a primary care model to marginalized and vulnerable populations across the LHD, as identified in the clinical services plan.

As a 1 FTE Director, SHBBV position will be created, the **Director, KRC** position (medical) will be deleted, noting the Staff Specialist component of the role (1 FTE) will be ongoing. Existing Medical Lead arrangements will remain in place for a KRC Staff Specialist attracting a Level 1 Managerial Allowance.

The **Clinical Service Manager** (NM4) will also be deleted and a new position, Service Manager (NM5/AH7/SnrClinPsych/HM4) will be created. This will be the most senior management position of KRC.

With the consolidation of administration and business functions under the Deputy Director, it is proposed that the position of **KRC Business Manager** (HM2) be deleted and an Administration and Office Manager HM1 position be created. This position will have a dotted line to the SHBBV Administration and Business Manager HM3.

Projects Manager is renamed to Projects and Consumer Program Manager HM2 (0.84 FTE) to better reflect the duties of this role, reporting to the Service Manager.

The administration staff in KRC will report to the Administration and Office Manager who will in turn report to the Service Manager. The rationale for this Administration and Office Manager HM1 position is that KRC has at least three clinical sites, clinical outreach vehicles and four outreach locations. The administration team is involved in Needle and Syringe Program delivery and Opioid Agonist Treatment (OAT) dosing and therefore has an important onsite role that is not easily interchangeable with Administration Officer positions in other services.

The vacant **Health Education Officer** position (0.42 FTE) with the Needle Syringe Program is deleted. Service needs can be satisfactorily met utilising casual staff.

The **Information Officer** (HEOG) is proposed to be transferred to the Deputy Director's Unit reporting to the Consumer and Community Engagement Officer. This intends to ensure resource development that is SHBBV-wide rather than KRC focussed.

Change	Roles affected
Delete	Director, Kirketon Road Centre (Staff Specialist position continues without attached Directorship)
Delete	Clinical Service Manager, NM4 (1 FTE)
Delete	Business Manager, HM2 (1 FTE)
Delete	Needle and Syringe Program, Health Education Officer (0.42 FTE)
Create	Service Manager, Multidisciplinary NM5/AH7/SnrClinPsych and HM4, (1 FTE)
Create	Administration and Office Manager, HM1 (1 FTE)
Rename and reporting line change	Projects Manager to Projects and Consumer Program Manager HM2 (0.84 FTE), reporting to the Service Manager
Rename and reporting line change	Health Information Officer KRC, HEOG (0.8 FTE) to Health Information Officer SHBBV HEOG (0.8 FTE), in the Deputy Director's Unit, reporting to the Consumer and Community Engagement Officer
Reporting line change	Administration Officers will report to Administration and Office Manager (HM1)
Reporting line change	District NSP Manager, HM3 (1 FTE), NUM2 (1 FTE), Medical Unit Manager, Staff Specialist (1 FTE), Counselling Unit Manager Level 4 (1 FTE), CNC Research and Clinical Development CNC 3 (0.6 FTE) will now report to the new Service Manager
Reporting line change	Staff specialist (1 FTE), reporting to Medical Unit Manager
Reporting line change	Research Coordinator, Analyst (1 FTE), Senior Aboriginal Health Worker, Youth Project Officer will now report to the Projects and Consumer Program Manager

2.1.5 Sydney Sexual Health Centre, Short Street Centre and The Albion Centre

Sydney Sexual Health Centre

Sydney Sexual Health Centre (SSHC) is the oldest and largest Sexual Health service in NSW. It has operated out of Sydney Hospital since 1933.

The centre provides testing, treatment and management of STIs and HIV to priority groups particularly people living with HIV, gay and bisexual men, and culturally and linguistically diverse sex workers.

The SSHC team comprises of specialist sexual health doctors, nurses, allied health (counsellors) health promotion officers, researchers and administration staff, accounting for approximately 43 FTE and 65% of the overall occasions of service (OOS) in SHBBV.

The SSHC hosts the NSW Sexual Health Infolink service (SHIL); a state-wide information and referral phone line that provides sexual health information and referral; and the state-wide Dried Blood Spot (DBS) HIV Testing project, to improve access to HIV testing for people at risk.

Short Street Centre

Short Street Centre (SSC) located on the St George Hospital campus provides a general sexual health service for those with or at risk of STIs and HIV. Limited outreach services are provided through Headspace and the Sex Workers Outreach Project (SWOP). SSC services the southern local government areas within SESLHD. Accounting for 2% of OOS within SHBBV, the SSC is a smaller service with approximately 6 FTE comprising specialist sexual health doctors, nursing, allied health (social work) and administration staff.

The Albion Centre

The Albion Centre, located in Surry Hills and operating since 1985, is focused on the health and wellbeing of people affected by HIV. Similar to SSHC, the Albion Centre also provides testing and treatment to high-risk populations with STIs and HIV. The service comprises medical officers, nursing and allied health staff (psychology, counselling and dietetics) accounting for approximately 38 FTE and contributing 11% of OOS within SHBBV. The Albion Centre currently has four staff specialists and one senior career medical officer.

Whilst under the umbrella of SHBBV in SESLHD and reporting to the Director, SHBBV, Short Street Centre, Sydney Sexual Health Centre and the Albion Centre operate largely independently of each other. All services effectively provide the same aspects of HIV and STI care, albeit in different models.

It is proposed in this restructure that the three Services become more closely operationally aligned while preserving their facility names and associated legacy.

It is envisaged that greater operational alignment across the three services will;

- improve governance
- reduce unwarranted clinical variation
- reduce duplication of effort
- increase capacity to meet consumer needs, especially in the southern area of SESLHD
- provide greater flexibility in workforce planning and ability to cover unplanned leave
- increase opportunities for staff in terms of professional development and ability to work in different locations in the district.

The existing services have a strong community reputation delivering different models of care as appropriate to their target populations. It is therefore intended that these different service offerings to community be maintained, and that the cohesive nature and multidisciplinary team processes in these individual services is also maintained.

It is proposed the three Services come together under one Manager, a newly created role, Service Manager, Sexual Health Services (NM5/ AH7/SnrClinPsych or HM4), consistent with the proposed senior manager position at KRC.

This proposed arrangement of passing primary managerial and operational responsibilities to a non-medical role has expected benefits of;

- enabling senior medical staff to focus on medical leadership, clinical service provision, training and education, research, and medical workforce planning
- Creating career progression and leadership opportunities for nursing, allied health and other disciplines within the sector

The proposed name of the new team within SHBBV is Sexual Health Services. The three sites within this team are to retain their current names. In relevant communications, site names will appear with the suffix 'Sexual Health and Blood Borne Virus Services'.

Medical staff

The current SSHC and SSC Director positions are proposed to be deleted, though the Staff Specialist component of these roles will be ongoing. A new position, Medical Unit Manager, Sexual Health Services will be created and report to the new Service Manager, Sexual Health Services (NM5/AH7/SnrClinPsych/HM4).

The Medical Unit Manager will be responsible for the management of all senior and junior medical officers at the three service sites as part of a Medical Unit. This replaces current arrangements where medical lead functions are carried out separately at each service.

This restructure proposes a redistribution of medical officer FTE to enable service provision in line with contemporary needs, optimise the medical expertise in SHBBV, and to enable appropriate education, training and upskilling opportunities for clinicians. Changes for medical staff are:

- Reduction of 0.6 FTE Staff Specialist and 1 FTE Senior Career Medical Officer at the Albion Centre.
- Addition of 1 FTE Registrar at the Albion Centre

These proposed changes are prompted by several factors including the changed nature of HIV care where many clients do not require exclusive clinical management by a senior specialist, and could be well managed by junior medical doctors, nurse practitioners or specialist nurses. The Albion Centre currently has 5.05 FTE Staff Specialists/Career Medical Officer (CMO) and only 1.5 FTE junior medical officer. As well as being no longer clinically required, this medical staffing profile is inconsistent with other services.

A reduction in Staff Specialist time at the Albion Centre will be offset by Staff Specialists from other sites conducting regular HIV clinics at the Albion Centre.

A further change for medical staff involves a realignment of managerial responsibilities and associated managerial allowances. These are summarised in the table below. Of note, a Head of Teaching, Innovation and Research will be created attracting a Level 1 allowance. This role would

be appointed on a 3 yearly basis, open to all Staff Specialists in SHBBV. There is no FTE attached to the role though it will attract a Level 1 managerial allowance.

Summary of Managerial Allowance Changes

Current Position	Changed Position	Current managerial allowance	Proposed managerial allowance
Director Sexual Health and Blood Borne Virus Services	Increased to 1 FTE	Level 3	Level 3
Director Sydney Sexual Health Centre <i>Deleted and incumbent matched to new position</i>	Created Medical Unit Manager, Sexual Health Services	Level 2	Level 2
Director Kirketon Road Centre <i>Deleted</i>	Staff Specialist role ongoing	Level 1	Nil
Medical Unit Manager, Kirketon Road Centre	No change	Level 1	Level 1
Director Short Street Centre <i>Deleted</i>	Staff Specialist role ongoing	Level 1	Nil
The Albion Centre Medical Lead <i>Deleted</i>	Staff Specialist role ongoing	Level 1	Nil
N/A	New Head of Teaching, Innovation and Research*	N/A	Level 1

**This opportunity will be open to all Staff Specialists with SHBBV*

Nursing staff

In the proposed restructure, there will be a new position of Senior Nurse, Sexual Health Services (NM4) which will be created by altering the responsibilities of and renaming the existing NM4 position at the Albion Centre, this new position will report to the Service Manager, Sexual Health Services.

Reporting to this position will be the existing Nurse Unit Manager 3 (NUM3) position at SSHC that will be renamed, Nurse Unit Manager, Sexual Health Services. The NUM1 position at SSHC and the NUM1 position at SSC will both be deleted. A new NUM2 position will be created to undertake NUM responsibilities across SSHC and SSC. In addition, a more clinically focussed Clinical Nurse Specialist (CNS) Level 2 position will be created to increase clinical capacity at SSC. The existing NUM1 position at the Albion Centre will report to the NUM3.

This arrangement will enable coordination of nursing rosters, more cohesive support and professional development opportunities for nurses and improved business processes within Sexual Health Services to reduce the administrative burden on NUMs.

Allied Health

All clients attending Sexual Health Services (and SHBBV services generally) will have access to the newly created Statewide and Clinical Support Service which will largely be physically located at

the Albion Centre. Clients attending the Albion Centre who would otherwise have seen psychology staff during local intake will still be seen, and thus a proportion of the time of the psychology team in the Statewide and Clinical Support Service will be allocated to clinical support at the Albion Centre site.

For clients attending SSHC and SSC, a Counselling Unit will be maintained within Sexual Health Services to provide support to the teams and clients attending those sites especially for immediate needs such as new HIV diagnoses.

It is proposed in this restructure that the social work position at SSC joins the SSHC Counselling Unit, reporting to the Counselling Manager to form a new Sexual Health Services Counselling Unit.

The rationale for the Albion Centre psychology and dietetics team to move to the Statewide and Clinical Support Service is that they service clients not otherwise engaged in care in SHBBV services, including GP and inter-LHD referrals for series of ongoing therapeutic consultations. Whereas the local counselling teams at SSHC and SSC generally only see clients otherwise provided with care at those services, and are mostly focussed on briefer, often one-off interventions for needs that arise during the clinic visit.

Other changes to the current structure and functions of the Albion Centre, SSHC and SSC

Dietetics and Psychology teams at the Albion Centre will have a revised remit to improve access to services amongst vulnerable populations within SHBBV services and focus on those who need the public system.

This will be part of a new allied health team within the Statewide and Clinical Support Service. The manager of the Allied Health team at the Albion Centre who currently manages these positions (Senior Clinical Psychologist) will continue to manage these teams, but be renamed Manager Allied Health, and report to the position of Service Manager, Statewide and Clinical Support Service (NM5).

The **Ankali team** will also become part of the Statewide and Clinical Support Service and report to the Manager Clinical Outreach (HM3). Currently there are 2.84 FTE in the team, with 2 FTE Social Worker Level 3 across two positions and a 0.84 FTE Social Worker Level 4. It is proposed that the team be reduced to 2 FTE (Social Worker Level 3 be reduced to 1 FTE and the Social Worker Level 4 position which manages the Ankali program be increased to 1 FTE from 0.84 FTE). Business management and administration support to the Ankali team will be provided by the Deputy Director's Unit. Inclusion in a broader Statewide and Clinical Support Service model will reduce the administrative burden on the current Ankali team and provide support for periods of staff leave.

The **Dietetics team** will be reduced by 1 FTE by deleting the level 5 senior dietician role. This is due to the changed need for dietetics in the context of modern HIV management. Dietetic support was vital during the AIDS era, and when available drug regimens were poorly tolerated. The low uptake of dietetic referrals from medical teams indicates a contemporary service requirement across SHBBV for 2 FTE dieticians. In the Statewide and Clinical Support Service, the Albion Centre and HOT dieticians will come together to provide this service.

The **Albion Centre Education team** will reduce by 1 FTE by deletion of a vacant HEOG position. The remaining 2 FTE (HEO and Nurse Educator) will transfer to the Deputy Director's Unit. These positions will continue to work as an education team, however the HEO will report to the HM1 **Consumer and Community Engagement Coordinator** position transferred from SSHC,

alongside the Health Education Officer position from KRC. The Nurse Educator will report to the HM3 Projects Manager. These changes are to ensure strategic deployment across education and orientation priorities and appropriate seniority of management lines. It will also support LHD specific aims for both internal (within SESLHD) and external stakeholders rather than focus on service specific education activities. The Deputy Director (HM4) and Programs Manager (HM3) would set the strategic direction of the education team, ensuring that materials and activities are aligned with the LHD's SHBBV priorities.

The **Computer Manager** and **Programmer** positions from the Albion Centre will be deleted. New analyst positions will be created in CHIMU as part of consolidating eMR support for SHBBV services.

The **Senior Analyst** from SSHC will continue to work within that team until SSHC move to Cerner eMR is complete. After this, the position will transfer to the CHIMU team as a metadata analyst responsible for the management of all HERO functions covering annual audits, creation and maintenance, and reconciliation of shared data elements between EDW and eMR. Analysis of all CHIRP Codeset and Aliasing in eMR and EDW. Coordinate with Digital Health to ensure dataset changes with Information Bulletins are implemented. Development of data quality frameworks, including error dashboards and visualisation tools to monitor data integrity. Troubleshoot incorrect data element aliasing errors in EDW and eMR. Provide dashboard development and LRS surge support to the Reporting Analyst.

The **Executive Assistant (EA) to the Director SHBBV** will be renamed to Personal Assistant and will expand their role to also support the Deputy Director, SHBBV. The position will cease an operational role within the Albion Centre. The PA role will work closely with and be directly line managed by the Administration and Business Manager (HM3), SHBBV.

With the consolidation of administration, facility, and business functions under the Administration and Business Manager SHBBV (HM3) as described in Section 2.1.3, the **Albion Administration Manager** (HM 2) position will be deleted.

The **Albion Centre Administration Officer AO5** will have a changed reporting line to the Administration and Business Manager within the Deputy Director's Unit, providing support across SHBBV.

Both SSHC and Albion Centre have an A06 Administration Officer position. These positions will be renamed to Senior Administration Officer and have a dotted line to the Administration and Business Manager (HM3) position in the Deputy Director's Unit.

Sexual Health Services (New)

Change	Roles
Create	Service Manager, Sexual Health Services, Multidisciplinary NM5/AH7/SnrClinPsych and HM4, (1 FTE)
Create	Medical Unit Manager, Sexual Health Services (Existing Staff Specialist, Level 2 Managerial Allowance)
Create	Health of Innovation, Teaching and Research (Existing Staff Specialist FTE, new Level 1 Managerial Allowance)
Create	NUM2 (1 FTE), Sexual Health Services

Short Street Centre

Change	Roles affected
Delete	Director, Short St Centre (Staff Specialist position continues without attached Directorship)
Delete	Short Street Centre, Nurse Unit Manager, NUM 1 (1 FTE)
Create	Clinical Nurse Specialist Level 2 (1 FTE), SSC
Changed reporting line	Staff Specialists, SSC will report to the newly created Medical Unit Manager, Sexual Health Services
Changed reporting line	Registered Nurses, SSC reporting to the new Clinical Nurse Specialist
Changed reporting line	Social Work Level 3 (0.6 FTE), reporting to Manager, Counselling Unit, Sexual Health Services
Changed reporting line	Administration Officer Level 4 position (1 FTE), reporting to Senior Administration Officer Level 6 at SSHC

Sydney Sexual Health Centre

Change	Roles affected
Delete	Director, Sydney Sexual Health Centre (Staff Specialist position continues without attached Directorship)
Delete	NUM1 (1 FTE), SSHC
Rename	Clinical Service Manager, Sydney Sexual Health Centre to Staff Specialist
Rename and changed reporting line	Senior Analyst (1 FTE), incumbent matched to the Metadata Analyst, Senior Analyst (1 FTE) position in CHIMU, once the SHBBV eMR migration project is completed.
Rename and changed reporting line	Social Media and Consumer Engagement Officer to Consumer and Community Engagement Coordinator, HM 1 (1 FTE) and reporting to Programs Officer within the Deputy Director SHBBV Unit.
Rename and changed reporting line	NUM3 SSHC to NUM3, Sexual Health Services and reporting to Senior Nurse
Changed reporting line	Other Staff Specialists and Medical staff within this unit will report to the Medical Unit Manager, Sexual Health Services
Changed reporting line	CNC3, CNC1, CNS2, CNE and CNS reporting to the Senior Nurse, NM4, Sexual Health Services
Changed reporting line	Counselling Unit Manager, Senior Clinical Psychologist (1 FTE) reporting to the Service Manager, Sexual Health Services
Changed reporting line	Senior Administration Officer reporting to the Service Manager, Sexual Health Services
Changed reporting line	SHIL Coordinator (NUM1) reporting to Service Manager, Statewide and Clinical Support Service and team moved to Statewide and Clinical Support Service
Changed reporting line	DBS Coordinator, HM 3 (1 FTE) reporting to Service Manager, Statewide and Clinical Support Service

The Albion Centre

Change	Roles affected
Delete	Albion Centre Ankali Program Social Worker Level 3 x 2 (2 FTE)

Change	Roles affected
Delete	Albion Centre Education Officer, Health Education Officer Graduate (1 FTE)
Delete	Staff Specialist (0.6 FTE)
Delete	The Albion Centre Medical Lead (Staff Specialist position continues)
Delete	Senior Career Medical Officer (1 FTE)
Delete	The Albion Centre, Dietician Level 5 (1 FTE)
Delete	Administration Manager, Health Manager Level 2 (1 FTE)
Delete	IT Manager, Computer Manager Grade 2 (1 FTE)
Delete	Programmer, Programmer Year 6 (1 FTE)
Increase FTE	Social Worker Level 4 position in Ankali, will increase from 0.84 FTE to 1 FTE
Create	Sexual Health Registrar 1 FTE
Rename and changed reporting line	The Albion Centre Service Manager, NM4 (1 FTE) renamed to Senior Nurse, Sexual Health Services, NM4 (1 FTE). Changed reporting line from Director SHBBV to the Service Manager, Sexual Health Services.
Rename and changed reporting line	Allied Health Manager, Senior Clinical Psychologist (1 FTE), the Albion Centre renamed to Manager, Allied Health Statewide and Clinical Support Service, reporting to the Service Manager, Statewide and Clinical Support Service (NM5).
Rename and Changed reporting line	Executive Assistant to Director SHBBV, HM1 (1 FTE) renamed Personal Assistant to the Director SHBBV and Deputy Director SHBBV, reporting to the Administration and Business Manager (HM3), Deputy Director's Unit
Rename and Changed reporting line	Reception Team Leader (AO6) will be renamed Senior Administration Officer (AO6) reporting to the Service Manager, Sexual Health Services with dotted line reporting to the Administration and Business Manager, HM3.
Rename and Changed reporting line	Albion Centre Administration Officer Finance Level 5 position renamed to Administration Officer reporting to the Administration and Business Manager (HM3), Deputy Director's Unit
Changed reporting line	Albion Centre NUM 1 (1 FTE) reporting to Sexual Health Services NUM3
Changed reporting line	Education team, Albion Centre reporting to Consumer and Community Engagement Coordinator within Deputy Director Unit
Changed reporting line	Dietitian Level 4 Albion Centre (1 FTE) reporting to Manager, Allied Health Statewide and Clinical Support Service
Changed reporting line	Albion Centre Administration Officer Level 5 position reporting to the Senior Administration Officer (AO6)

2.1.6 Statewide and Clinical Support Service

This service, drawing on recommendations from a review by John Leary Consulting, brings together aspects of SHBBV services which have a cross-service outreach, or statewide function.

In practice the service will have 3 functions:

- **Consolidation of outreach support services** to clients under a clinical outreach manager (previous HOT Manager position). This team would be formed from the HOT, ADAHPS and Ankali teams. The proportion of case-management and support provided by ADAHPS

would be retained by agreement with the Ministry of Health, but staff would be able to share skills and work across LHD and state. Business and management processes would be harmonised, reducing duplication and allowing more time to focus on clinical needs.

- **Allied Health team:** this aspect of the service will be drawn from the Albion psychology and dietetics team, who would be joined by the dietician from the HOT team and the neuropsychologist from the ADAHPS team. These teams all provide both local and statewide services and are accessible from outside of SHBBV services. A proportion of the work of this team would be formalised as a statewide service, in recognition of the contribution to HIV allied health support in this space. The team would be managed by the existing allied health manager from the Albion Centre.
- **Other Statewide Services:** Sexual Health Infolink (SHIL), STI Programs Unit (STIPU), the new Trans and Gender Diverse Young People's service and the DBS Coordinator would all report into the Manager Statewide and Clinical Support Service.

The overall management of the Statewide and Clinical Support Service will, by negotiation with the Ministry of Health, be by the existing Nurse Manager 5 position currently managing ADAHPS.

2.2 Community Health Information Management Unit (CHIMU)

The role of Health Informatics, Data and Health Records Management within Community Health has undergone many changes over the last ten years. The changes relate to integrating services to form Population and Community Health (PaCH) and the transfer from legacy data and medical record systems to eMR. During this time, reporting requirements from the Ministry of Health have expanded and are linked to financial outcomes, creating the need to have a strong health informatics workforce to meet the demands.

This restructure seeks to address the following:

- The needs of health informatics and data management within PaCH now and into the future
- Develop the skill set of the current workforce to meet critical deliverables
- Changes required to meet the changing landscape of PaCH data management

The current structure for Health Informatics in PaCH consists of:

- A centralised Community Health Information Management Unit (CHIMU) with **4 FTE**. In addition to supporting PaCH, this team of 4 supports all other community health services in the district.
- Another **8 FTE** assigned to individual services, including:
 - Sexual Health and Blood Borne Viruses with **6 FTE** assigned to manage IT systems, data sets and Health Informatics. This represents the requirements of managing standalone reporting systems that have or are due to retire in 2024
 - Child Youth and Family Services with **1 FTE** to manage similar tasks
 - Drug and Alcohol also with **1 FTE** to manage similar tasks.

The demands on the CHIMU service have dramatically increased from the intended scope of work since the amalgamation of services and transfer to eMR. Under the current arrangement, the 4 FTE within CHIMU oversees several thousand staff across various matrices, whilst other positions listed in the scope of this restructure support between 40 and 150 FTEs individually.

With the advent of eMR, the current structure of Health Informatics in PaCH is unsuitable. Several staff are on awards that do not reflect their role and the demands of data analysts today and moving into the future. Some staff are on awards for computer technicians and programmers. The State-wide service desk and local ICT support now support these functions.

This restructure will enable the reallocation of resources to place PaCH Health Informatics and Data Management activities on a sustainable and responsive pathway. The expansion of CHIMU and redesign of the roles provide a unit not dissimilar to the Prince of Wales and St George Clinical Information Units that support their facilities.

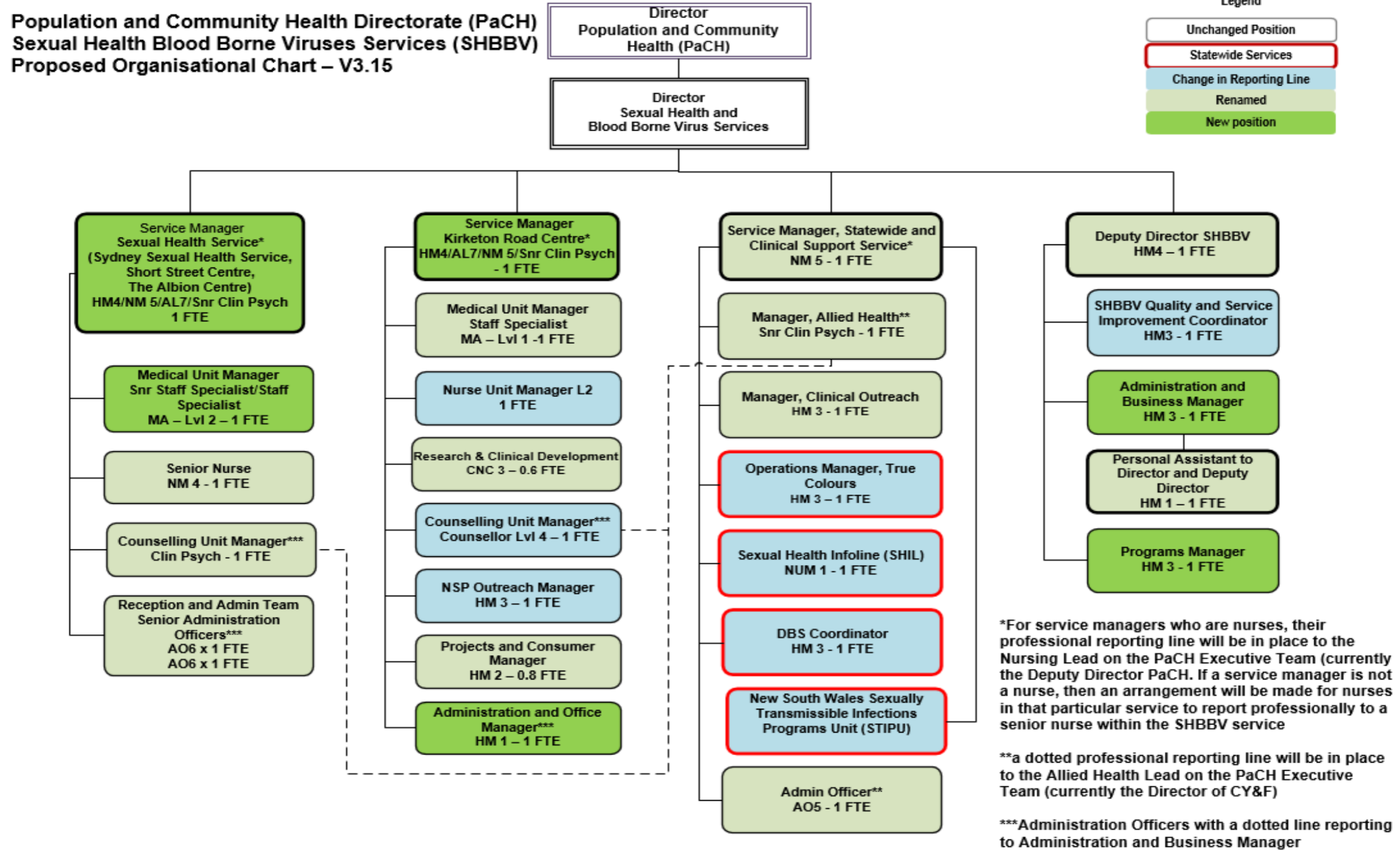
Summary of proposed movement of positions in data and health information roles

PaCH Services	Affected Positions	Change	Title in the proposed CHIMU structure
SHBBV - HARP	Services Development and Informatics Manager, HM3 (1 FTE)	Rename and changed reporting line	Manager, Data Governance and Reporting, HM3 (1 FTE)
	Coordinator, HARP Informatics, HM 2 (1 FTE)	Rename and changed reporting line	Data Analyst, HM2 (1 FTE)
SHBBV - The Albion Centre	IT Manager, Computer Manager Grade 2 (1 FTE)	Delete and create	Clinical Business Analyst HM2 (1 FTE)
	Programmer, Programmer Yr 6 (1 FTE)	Delete and create	Data Analyst HM 2 (1 FTE)
SHBBV - Sydney Sexual Health Centre	Senior Analyst (1 FTE)*	Rename and changed reporting line	Metadata Analyst Senior Analyst (1 FTE)
Drug and Alcohol Service	Health Information Officer, HM3 (1 FTE)	Rename and changed reporting line	PaCH Health Information Manager HM3 (1 FTE)
Child Youth and Family Services	Northern and Central Families Data Analyst, HM1 (1 FTE)	Delete and create	Data Analyst HM2 (1 FTE)

**Staff to move to CHIMU once eMR migration is completed.*

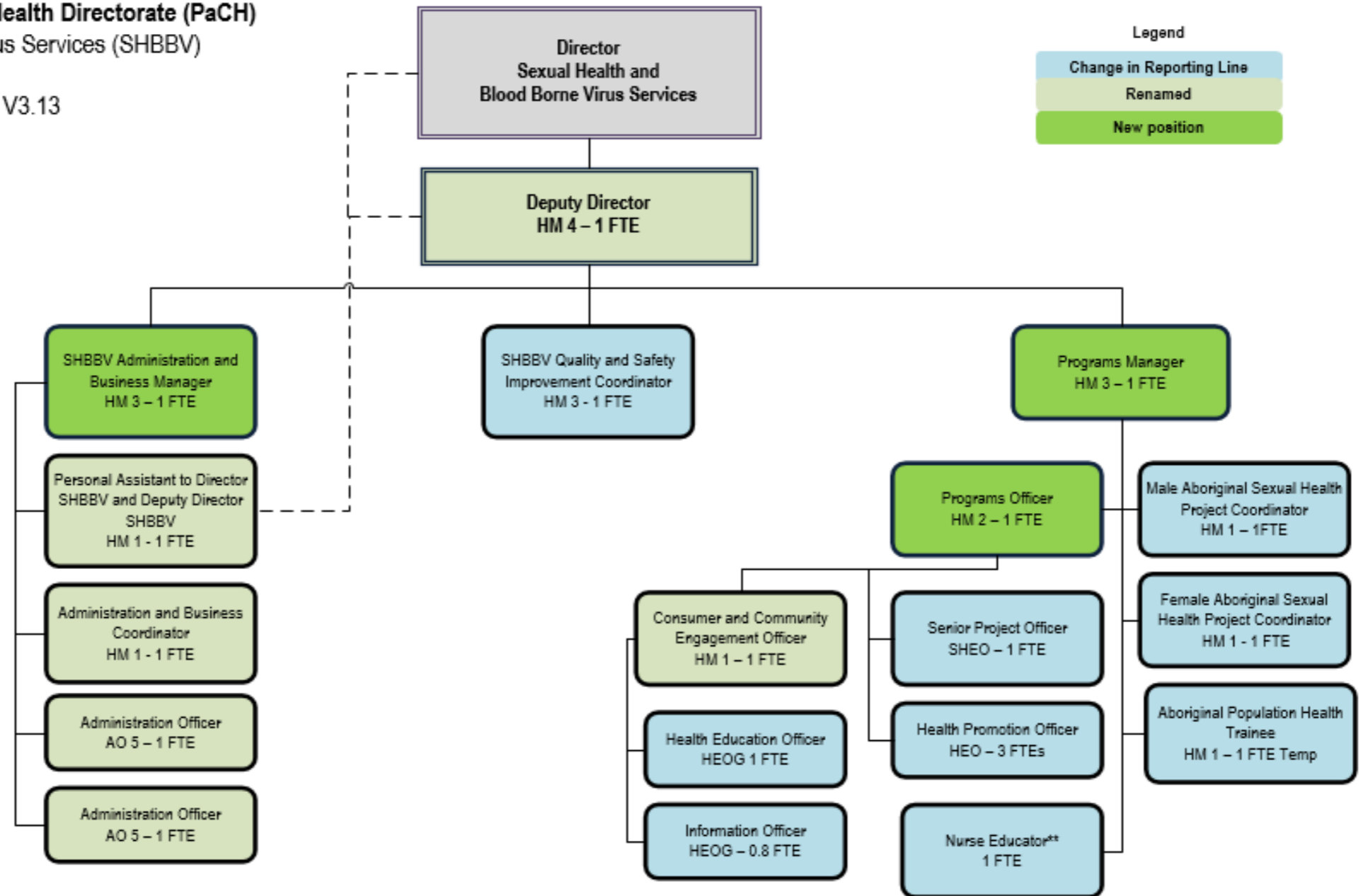
3. Proposed Organisation Structure

3.1 Proposed Organisational Structure – Sexual Health & Blood Borne Virus Services



3.1.1 Proposed Organisational Structure – Sexual Health & Blood Borne Virus Services – Deputy Director’s Unit

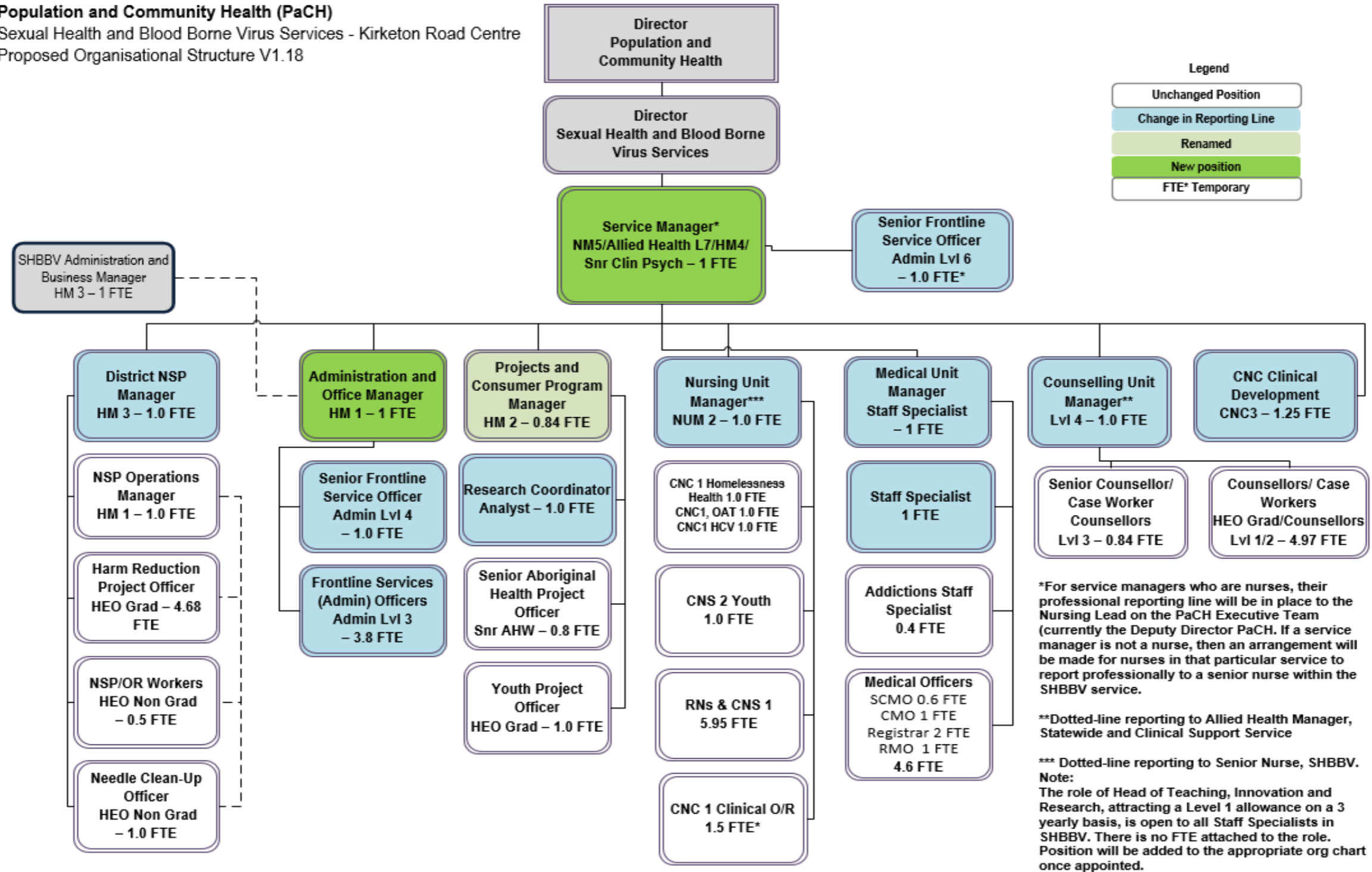
Population and Community Health Directorate (PaCH)
 Sexual Health Blood Borne Virus Services (SHBBV)
 Deputy Director’s Unit
 Proposed Organisational Chart V3.13



**dotted-line reporting to Senior Nurse

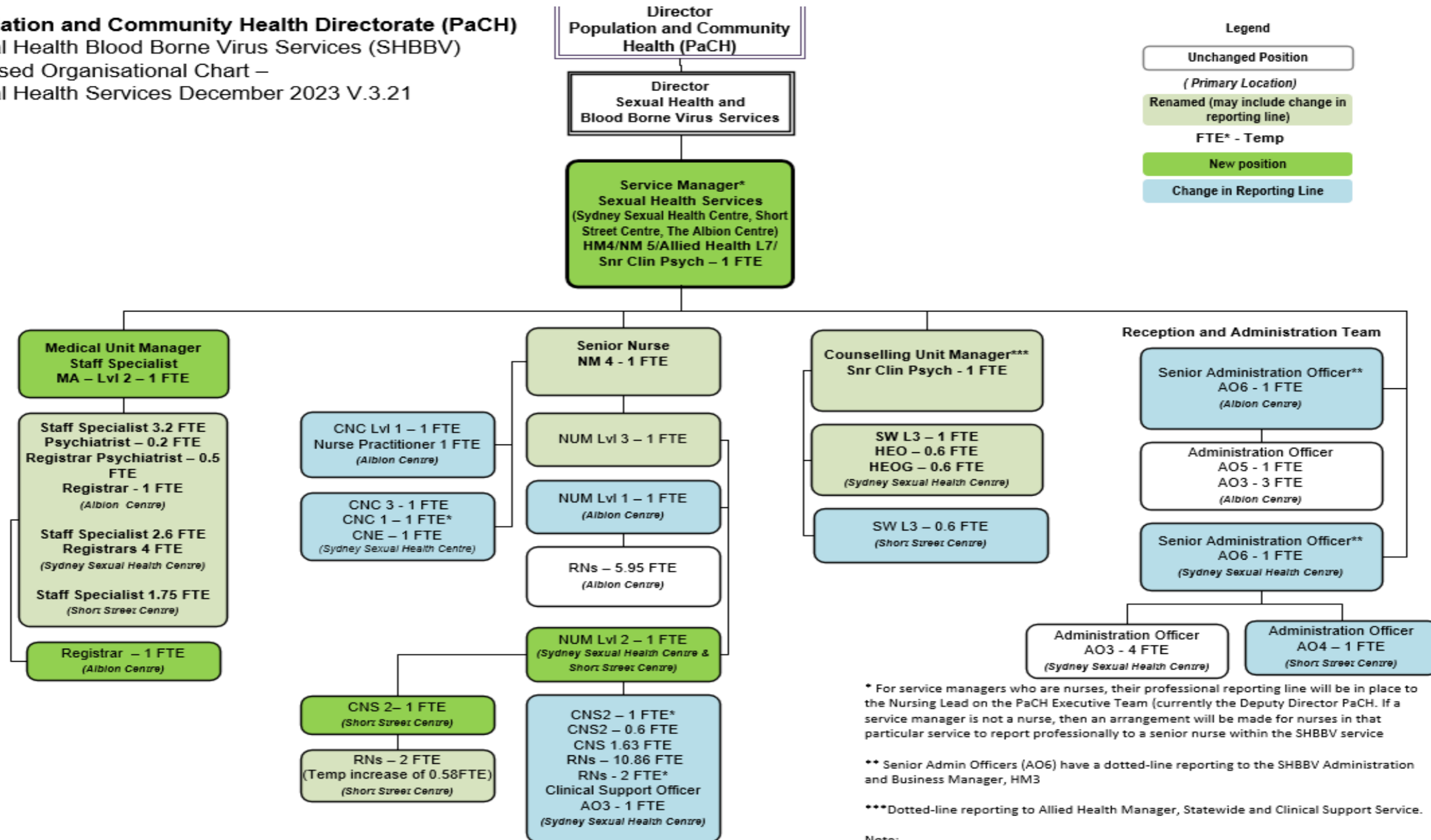
3.1.2 Proposed Organisational Structure – Sexual Health & Blood Borne Virus Services – Kirketon Road Centre

Population and Community Health (PaCH)
Sexual Health and Blood Borne Virus Services - Kirketon Road Centre
Proposed Organisational Structure V1.18



3.1.3 Proposed Organisational Structure – Sexual Health & Blood Borne Virus Services – Sexual Health Services - Sydney Sexual Health Centre, Short Street Centre and The Albion Centre

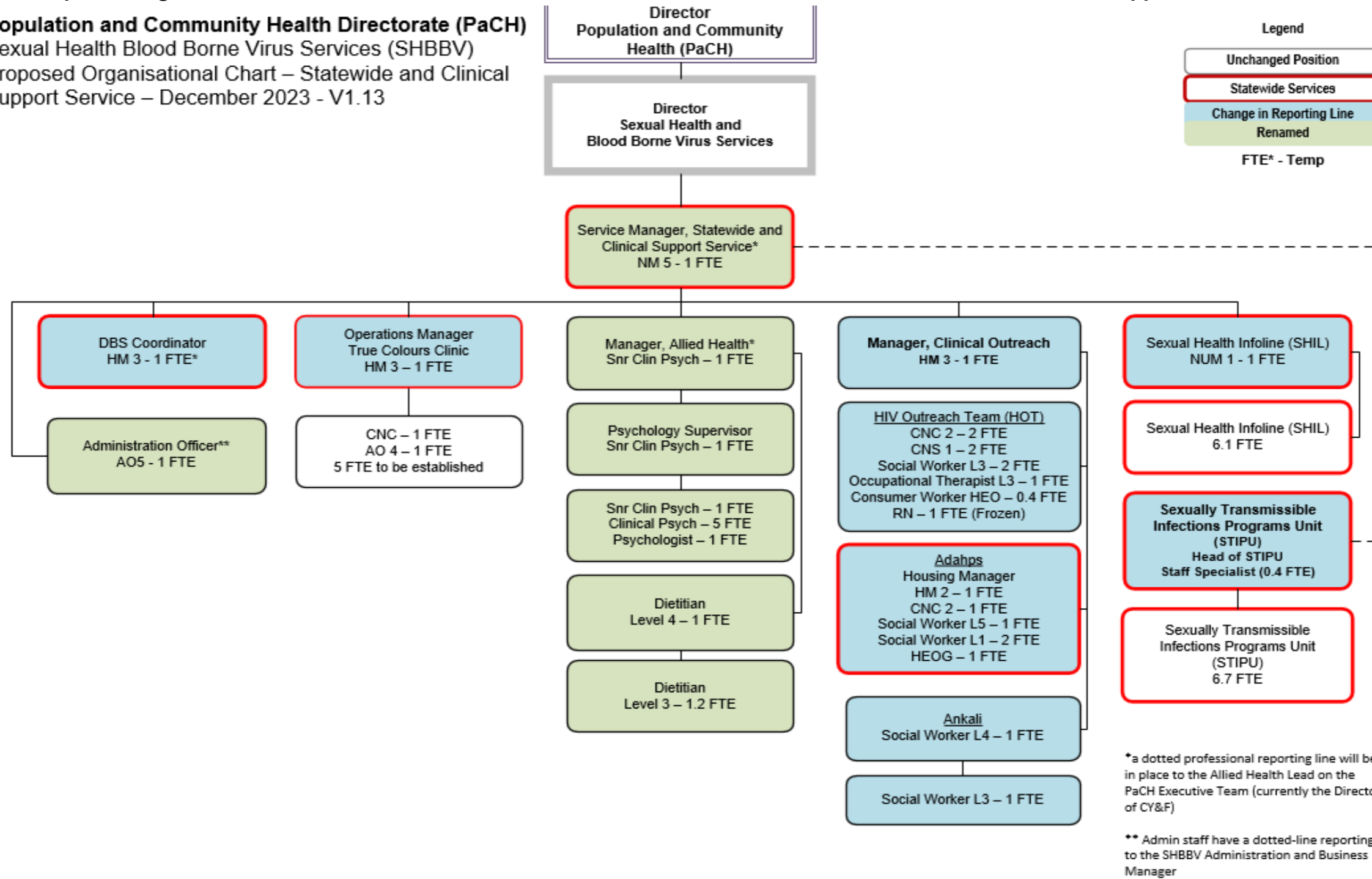
Population and Community Health Directorate (PaCH)
 Sexual Health Blood Borne Virus Services (SHBBV)
 Proposed Organisational Chart –
 Sexual Health Services December 2023 V.3.21



Note:
 The role of Head of Teaching, Innovation and Research, attracting a Level 1 allowance on a 3 yearly basis, is open to all Staff Specialists in SHBBV. There is no FTE attached to the role. Position will be added to the appropriate org chart once appointed.

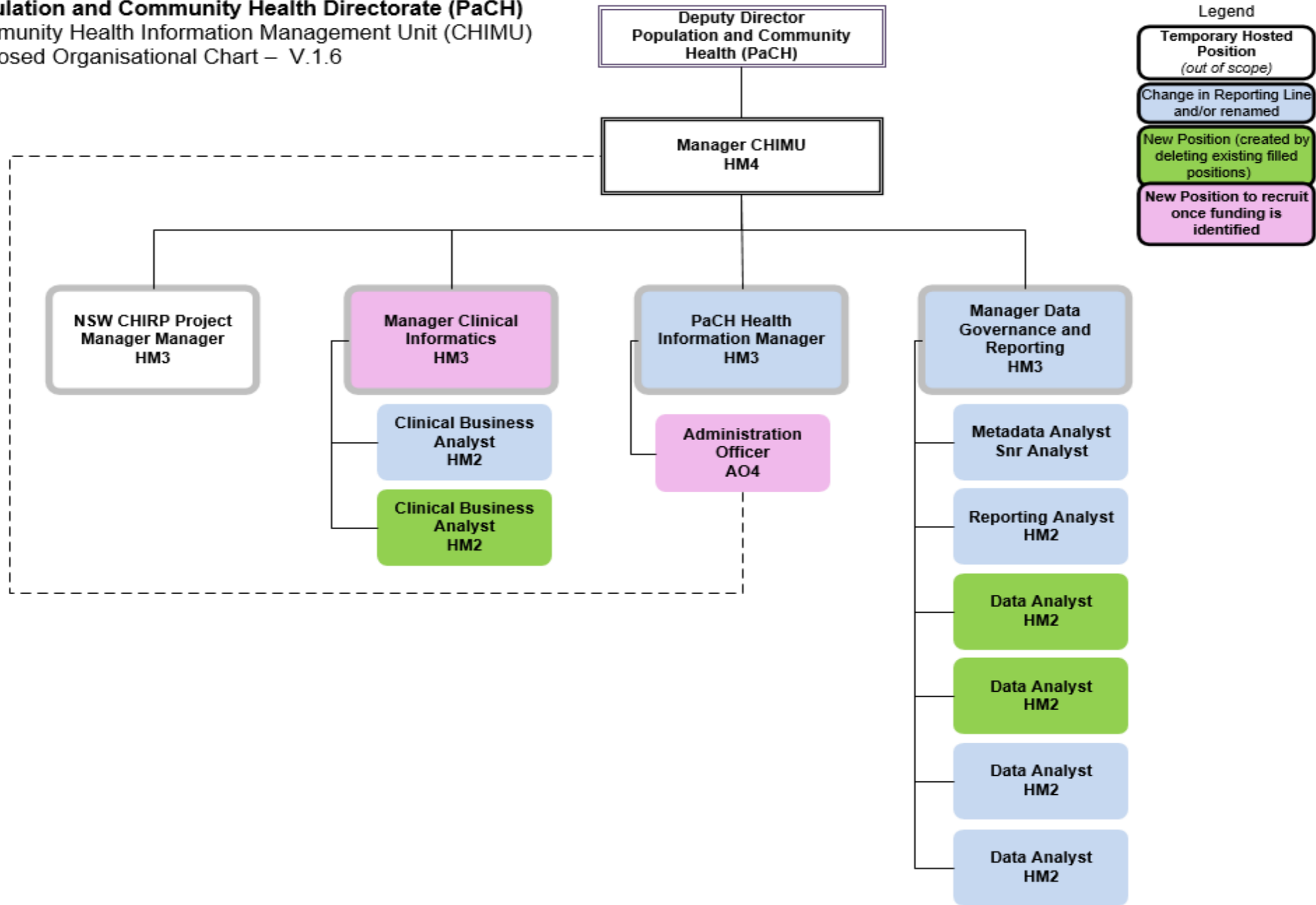
3.1.4 Proposed Organisational Structure – Sexual Health & Blood Borne Virus Services – Statewide and Clinical Support Service

Population and Community Health Directorate (PaCH)
 Sexual Health Blood Borne Virus Services (SHBBV)
 Proposed Organisational Chart – Statewide and Clinical Support Service – December 2023 - V1.13



3.2 Proposed Organisational Chart – Community Health Information Management Unit (CHIMU)

Population and Community Health Directorate (PaCH)
 Community Health Information Management Unit (CHIMU)
 Proposed Organisational Chart – V.1.6



4. Proposed changes to Positions

4.1 New Positions

The following new positions are likely to require a merit-based selection process internally to the SHBBV Service via Expressions of Interest, and any unfilled positions via the ROB recruitment process.

No.	Position Title	Summary of Proposed Change
SHBBV - HARP – Service name change to Deputy Director’s Unit		
1	Programs Manager (1 FTE) <i>Proposed Health Manager Level 3</i>	The Programs Manager will lead their project teams and Aboriginal Health staff to work across SESLHD in the development, implementation, coordination and evaluation of SHBBV programs and remove the disease specific (e.g. hepatitis) or skills-specific (e.g. health promotion) delineation of roles. This will permit all members of the programs team to work across all areas of SHBBV priorities and respond to emerging issues without being siloed into a particular area of disease focus.
2	Administration and Business Manager, SHBBV (1 FTE) <i>Proposed Health Manager Level 3</i>	This position is responsible for a range of support services to ensure the consistent, efficient, and effective delivery of business functions across SHBBV services. This position will replace all business and administration manager roles currently in SHBBV services.
3	Programs Officer (1 FTE) <i>Proposed Health Manager Level 2</i>	This Programs Officer (HM2) position will be created to work with, and report to the Programs Manager in development, implementation, coordination and evaluation of SHBBV programs.
SHBBV - Kirketon Road Centre (KRC)		
1	Service Manager (1 FTE) <i>Proposed NM5/AH7/SnrClinPsych/HM 4</i>	This position will be responsible for the operational and strategic leadership and management of the KRC. The position’s responsibilities include day to day supervision and leadership of staff within the service.
2	Administration and Office Manager (1 FTE) <i>Proposed Health Manager Level 1</i>	This position will be responsible for the administration management across three KRC clinical sites, clinical outreach vehicles and four outreach locations.
SHBBV - Sexual Health Services – SSHC, SSC, The Albion Centre		
1	Service Manager (1 FTE) <i>Proposed NM5/AH7/SnrClinPsych/HM 4</i>	This position will be responsible for the operational and strategic leadership and management of the Sexual Health Services. The position’s responsibilities include day to day supervision and leadership of staff within the service.
2	Nurse Unit Manager Level 2, Sexual Health Services (1 FTE)	This new position will be created to undertake NUM responsibilities across SSHC and SSC.
3	Medical Unit Manager, Sexual Health Services <i>Proposed Managerial Allowance Level 2</i>	The Medical Unit Manager role will be appointed on a 3 yearly basis and will be responsible for the management of all senior and junior medical officers at the three service sites as part of a Medical Unit. This replaces current arrangements where medical lead functions are carried out separately at each site.

No.	Position Title	Summary of Proposed Change
4	Head of Teaching, Innovation and Research <i>Proposed Managerial Allowance Level 1</i>	This role would be appointed on a 3 yearly basis, open to all Staff Specialists in SHBBV. There is no additional FTE attached to the role though it will attract a Level 1 managerial allowance.
5	Clinical Nurse Specialist Level 2 (1 FTE) <i>(based at Short Street Centre)</i>	This position will be a clinically focussed role to increase clinical capacity and will be the senior nurse based at the Short Street Centre.
6	Sexual Health Registrar (1 FTE) <i>(based at Albion Centre)</i>	This position will be based in Albion Centre.
7	Social Worker Level 3 (1 FTE) <i>(Ankali Team)</i>	Currently there are 2 FTE across two positions of Social Worker L3. Both positions are deleted and a new Social Worker L3 position created.
8	Senior Social Worker Social Worker Level 4 <i>(Ankali Team)</i>	Increased 0.16 FTE to existing 0.84 FTE Social Worker L4 position.
Community Health Information Management Unit (CHIMU)		
1	Manager Clinical Informatics (HM3)	Responsible for all Health Informatics requirements within CHOC, design and build new functionality in partnership with Digital Health in the eMR. Project Manage eMR rollouts and new functionality. As required, management of user groups and forums represents LHD at the eMR Community Health Design Working Group and representative for PaCH at the LHD Clinical eSolutions Design Working Group.
2	Clinical Business Analyst (HM2)	Works with clinical teams to manage eMR clinical issues, workflow advice, redesign of clinical forms, implementation of new services, interface between the clinical sector and digital health to deliver enhancements and functionality aligning with models of care and changes to program areas as required. Works with Health Information Manager, Data Analysts and Reporting Analysts to ensure a whole of system design approach is delivered.
3	Data Analyst HM2 (3 FTE)	Responsible for the ongoing maintenance for the various current and future CHIRP compliance to MoH and the LHD. Provide Adhoc data requests to allocated clinical units for performance reporting and research datasets. Work with Metadata Analyst and Reporting Analyst to provide a cycle of continuous data quality improvement. Provide training to new staff in the eMR of capturing datasets correctly. Point of contact for clinical teams for report requests, attend clinical units executive meetings to provide regular updates on data quality, report preparation and presentations as required.
4	Administration Officer (AO4)	Provides support to the Health Information Manager for all HIM functions as required such as monitoring for chapter 16A requests, data cleaning in the eMR related to duplicates, and other errors deemed necessary to remediate. Assist Manager CHIMU with administration functions as required.

4.2 Positions Renamed and/or Changed Reporting Line

No.	Position Title	Renamed Title	Changed Reporting Line	Filled or Vacant	Incumbent affected
HARP – Service name change to Deputy Director’s Unit					
1	HARP Manager HM4 (1 FTE)	Deputy Director SHBBV HM4 (1 FTE)		Filled	Yes
2	Manager, HARP Services Development and Informatics, HM3 (1 FTE)	Manager, Data Governance and Reporting, HM3 (1 FTE)	Manager, CHIMU	Filled	Yes
3	Coordinator, HARP Informatics, HM2 (1 FTE)	Data Analyst, HM2 (1 FTE)	Manager, Data Governance and Reporting	Filled	Yes
4	Administration Officer HARP AO5 (1 FTE)	Administration Officer, SHBBV AO5 (1 FTE)	Administration and Business Manager, SHBBV, HM3	Filled	Yes
5	Operations Manager, True Colours Clinic HM3 (1 FTE)		Service Manager, Statewide and Clinical Support, and team will move to the Statewide and Clinical Support Service	Filled	Yes
6	Senior Project Officer, SHEO (1 FTE)		Programs Officer HM2	Filled	Yes
7	Health Promotion Officers HEO (3 FTE)		Programs Officer HM2	Filled	Yes
8	Male Aboriginal Sexual Health Project Coordinator HM 1 (1 FTE)		Programs Manager HM3	Filled	Yes
9	Female Aboriginal Sexual Health Project Coordinator HM 1 (1 FTE)		Programs Manager HM3	Vacant	
HIV Outreach Team					
1	Program Manager, HIV Outreach Team HM3 (1 FTE)	Manager, Clinical Outreach HM3 (1 FTE)	Service Manager, Statewide and Clinical Support Service	Vacant	
2	Administrative Assistant, HIV Outreach Team, HM1 (1 FTE)	Administration and Business Coordinator SHBBV HM1 (1 FTE)	Administration and Business Manager, SHBBV HM3	Filled	Yes
3	Dietitians Level 3 x (1.2 FTE)		Staff will move to the Statewide and Clinical Support Service reporting	Filled	Yes

No.	Position Title	Renamed Title	Changed Reporting Line	Filled or Vacant	Incumbent affected
			to the Level 4 dietician		
4	CNC 2 (2 FTE)		Staff will move to the Statewide and Clinical Support Service reporting to Manager Clinical Outreach	1 X Filled	Yes
5	CNS 1 (2 FTE)		Staff will move to the Statewide and Clinical Support Service reporting to Manager Clinical Outreach	1 X Filled	Yes
6	RN (1 FTE)		Staff will move to the Statewide and Clinical Support Service reporting to Manager Clinical Outreach	1 X Filled	Yes
7	Social Worker L3 (2 FTE)		Staff will move to the Statewide and Clinical Support Service reporting to Manager Clinical Outreach	Filled	Yes
8	Occupational Therapist L3 (1 FTE)		Staff will move to the Statewide and Clinical Support Service reporting to Manager Clinical Outreach	Filled	Yes
9	Consumer Worker HEO/G (0.4 FTE)		Staff will move to the Statewide and Clinical Support Service reporting to Manager Clinical Outreach	Filled	Yes
ADAHPS					
1	ADAHPS Service Coordinator NM5 (1 FTE)	Service Manager, Statewide and Clinical Support Service NM5 (1 FTE)	Director Sexual Health Blood Borne Virus Services	Filled	Yes
2	Housing Manager HM2 (1 FTE)		Staff will move to the Statewide and Clinical Support Service reporting to Manager Clinical Outreach	Filled	Yes
3	CNC 2 x (1 FTE)		Staff will move to the Statewide and Clinical Support	Filled	Yes

No.	Position Title	Renamed Title	Changed Reporting Line	Filled or Vacant	Incumbent affected
			Service reporting to Manager Clinical Outreach		
4	Social Worker L4 x (1 FTE)		Staff will move to the Statewide and Clinical Support Service reporting to Manager Clinical Outreach	Filled	Yes
5	Social Worker L1 x (2 FTE)		Staff will move to the Statewide and Clinical Support Service reporting to Manager Clinical Outreach	Filled	Yes
6	Psychologist (1 FTE)		Staff will move to Statewide and Clinical Support Service reporting to Manager, Allied Health	Filled	Yes
7	HEOG (1 FTE)		Staff will move to the Statewide and Clinical Support Service reporting to Manager Clinical Outreach	Filled	Yes
8	Administration Officer AO5 (1 FTE)		Reporting to Service Manager, Statewide and Clinical Support Service	Filled	Yes
STIPU					
1	STIPU Statewide Service		STIPU – Statewide Service The service will now report to the Service Manager, Statewide and Clinical Support Service	NA	NA
Kirketon Road Centre					
1	Projects Manager HM2 (0.84 FTE)	Projects and Consumer Program Manager HM 2 (0.84 FTE)	Staff previously reporting to Clinical Service Manager will now report to the newly created Service Manager	Filled	Yes
2	District NSP Manager HM3 (1 FTE)		Staff previously reporting to	Filled	Yes

No.	Position Title	Renamed Title	Changed Reporting Line	Filled or Vacant	Incumbent affected
			Clinical Service Manager will now report to the newly created Service Manager		
3	Nursing Unit Manager Level 2 (1 FTE)		Staff previously reporting to Clinical Service Manager will now report to the newly created Service Manager	Filled	Yes
4	Medical Unit Manager Staff Specialist (1 FTE)		Staff previously reporting to Clinical Service Manager will now report to the newly created Service Manager	Filled	Yes
5	Staff Specialist (1 FTE)		Medical Unit Manager	Vacant	No
6	Counselling Unit Manager Counsellor Level 4 (1 FTE)		Staff previously reporting to Clinical Service Manager will now report to the newly created Service Manager	Filled	Yes
7	CNC Research & Clinical Development CNC 3 (0.63 FTE)		Service Manager	Filled	Yes
8	Senior Frontline Service Officer, AO4 (1 FTE)		Administration and Office Manager HM1	Filled	Yes
9	Frontline Services (Admin) Officers AO3 (3.8 FTE)		Administration and Office Manager HM1	Filled	Yes
10	Research Coordinator Analyst (1 FTE)		Projects and Consumer Program Manager	Filled	Yes
11	Senior Aboriginal Health Worker Snr AHW (0.84 FTE)		Projects and Consumer Program Manager	Filled	Yes
12	Youth Project Officer HEOG (1 FTE)		Projects and Consumer Program Manager	Filled	Yes
13	Health Information Officer KRC, HEOG (0.8 FTE)	Health Information Officer SHBBV HEOG (0.8 FTE)	Consumer and Community Engagement Officer, Deputy Director Unit	Filled	Yes
Short Street Centre					

No.	Position Title	Renamed Title	Changed Reporting Line	Filled or Vacant	Incumbent affected
1	Staff Specialists 1.75 FTE		Medical Unit Manager, Sexual Health Services	Filled	Yes
2	Senior Social Worker L3 (0.6 FTE)		Manager, Counselling Unit, SSHC	Filled	Yes
3	Administration Officer Level 4 position (1 FTE)		Senior Administration Officer SSHC (AO6)	Filled	Yes
Sydney Sexual Health Centre					
1	Clinical Service Manager	Staff Specialist	Medical Unit Manager, Sexual Health Services	Filled	Yes
2	Social Media and Consumer Engagement Officer, HM 1 (1 FTE)	Consumer and Community Engagement Coordinator HM1 (1 FTE)	Program Officer (HM2) within the Deputy Director's Unit	Filled	Yes
3	Senior Analyst (1 FTE)	Metadata Analyst Senior Analyst (1 FTE)	Manager, CHIMU* <i>* position moved to CHIMU once SHBBV eMR migration project is completed.</i>	Filled	Yes
4	Staff Specialists (1.6 FTE)		Medical Unit Manager, Sexual Health Services	Filled	Yes
5	Nurse Unit Manager Level 3 (1 FTE)		Senior Nurse NM4, Sexual Health Services	Filled	Yes
6	CNCs		Senior Nurse NM4, Sexual Health Services	Filled	Yes
7	CNSs, CNEs		NUM L2, Sexual Health Services	Filled	Yes
8	Counselling Unit Manager, Senior Clinical Psychologist (1 FTE)		Service Manager, Sexual Health Services with dotted line reporting to the Manager, Allied Health, Statewide and Clinical Support Service	Filled	Yes

No.	Position Title	Renamed Title	Changed Reporting Line	Filled or Vacant	Incumbent affected
9	Senior Admin Officer, AO6 (1 FTE)		Service Manager, Sexual Health Services	Filled	Yes
10	SHIL Coordinator (NUM1)		SHIL team moves to Statewide and Clinical Support Service. SHIL Coordinator reporting to Service Manager, Statewide and Clinical Support Service	Filled	Yes
11	DBS Coordinator HM3 (1 FTE)*		Manager, Statewide and Clinical Support Service	Filled	Yes
The Albion Centre					
1	Service Manager, NM4 (1 FTE)	Senior Nurse, Sexual Health Services NM4 (1 FTE)	Service Manager, Sexual Health Services	Filled	Yes
2	Allied Health Manager, Senior Clinical Psychologist (1 FTE), The Albion Centre	Manager, Allied Health, Statewide and Clinical Support Service Senior Clinical Psychologist (1 FTE)	Service Manager, Statewide and Clinical Support Service	Filled	Yes
3	Executive Assistant to Director SHBBV, HM1 (1 FTE)	Personal Assistant to Director SHBBV and Deputy Director SHBBV, HM1 (1 FTE)	Administration and Business Manager (HM3), SHBBV Deputy Director's Unit	Filled	Yes
6	Nurse Unit Manager Level 1 (1 FTE)		Nurse Unit Manager Level 3, Sexual Health Services	Filled	Yes
7	HEOG, Education Team		Consumer and Community Engagement Coordinator within the SHBBV Deputy Director's Unit	Filled	Yes
8	Clinical Nurse Educator		Programs Manager (HM3) within the SHBBV Deputy Director's Unit	Filled	Yes

No.	Position Title	Renamed Title	Changed Reporting Line	Filled or Vacant	Incumbent affected
9	Dietitian L4 (1 FTE)		Manager, Allied Health, Statewide and Clinical Support Service	Filled	Yes
10	Ankali Social Worker L4	Senior Social Worker, The Ankali Program	Manager, Clinical Outreach	Vacant	No
11	Reception Team Leader (AO6)	Senior Administration Officer, Albion Centre (AO6)	Manager, Sexual Health Services with dotted line reporting to Administration and Business Manager, HM3	Filled	Yes
12	Administration Officer (Finance) AO5	Administration Officer	Administration and Business Manager (HM3), SHBBV Deputy Director's Unit	Filled	Yes
13	Administration Officer (AO5)		Senior Administration Officer (AO6), Albion Centre	Filled	Yes
CHIMU					
1	Reporting Analyst HM2 (1 FTE)		Manager, Data Governance and Reporting HM 3 in CHIMU	Filled	Yes
2	Clinical Business Analyst HM2 (1 FTE)		Manager Clinical Informatics.	Filled	Yes
Drug and Alcohol Services					
1	Health Information Officer HM3 (1 FTE)	PaCH Health Information Manager HM3 (1 FTE)	Manager, CHIMU	Filled	Yes

4.3 Positions Deleted

No.	Position Title	Summary of Proposed Change
SHBBV - HARP – Service name change to Deputy Director's Unit		
1	Manager, Harm Minimisation & Viral Hepatitis HM3 (1 FTE)	In the proposed new structure, a new Programs Manager (HM3) replaces the Manager, HARP Health Promotion (HM3) and Manager, Harm Minimisation and Viral Hepatitis (HM3) positions which will be deleted. A Programs Officer (HM2) position will be created to work with, and report to the Programs Manager. The Programs Manager will lead their project teams and Aboriginal Health staff to work across SESLHD in the development, implementation, coordination and evaluation of SHBBV programs.

No.	Position Title	Summary of Proposed Change
2	Manager, HARP Health Promotion HM3 (1 FTE)	In the proposed new structure, a new Programs Manager (HM3) replaces the Manager, HARP Health Promotion (HM3) and Manager, Harm Minimisation and Viral Hepatitis (HM3) positions which will be deleted. A Programs Officer (HM2) position will be created to work with, and report to the Programs Manager. The Programs Manager will lead their project teams and Aboriginal Health staff to work across SESLHD in the development, implementation, coordination and evaluation of SHBBV programs.
SHBBV - ADAHPS		
1	ADAHPS Business Manager, HM2 (1 FTE)	All Business Manager/Administration Manager (HM2) positions are deleted and a new Administration and Business Manager SHBBV (HM3) role will be responsible for a range of financial and facility support and administrative services to ensure the consistent, efficient, and effective delivery of business functions across SHBBV services.
SHBBV - Kirketon Road Centre		
1	Director KRC* – deletion of Director's position. (Managerial Allowance Level 1) <i>*1 FTE Staff Specialist position remains in KRC.</i>	With the change in the service managers for SHBBV services, Director KRC with Managerial Allowance Level 1 is deleted. The staff specialist position remains in KRC.
2	Clinical Service Manager NM4 (1 FTE)	The position is deleted and replaced by Service Manager, KRC (Multidisciplinary position: HM4/AL7/NM5/SnrClinPsych)
3	Business Manager HM2 (1 FTE) (Vacant)	All Business Manager/Administration Manager (HM2) positions are deleted and a new Administration and Business Manager SHBBV (HM3) role will be responsible for a range of financial and facility support and administrative services to ensure the consistent, efficient, and effective delivery of business functions across SHBBV services.
4	Needle and Syringe Program, Health Education Officer (0.42 FTE)	KRC currently have 8.79 FTE of HEOs as well as casual HEOs. Deleting the vacant 0.42 FTE position will allow greater flexibility for the service.
SHBBV - Sexual Health Services - Short Street Centre (SSC)		
1	Director SSC* – deletion of Director's position. (Managerial Allowance Level 1) <i>*0.7 FTE Staff Specialist position remains in SSC.</i>	With the change in the service managers for SHBBV services, Director SSC with Managerial Allowance L1 is deleted. The staff specialist position remains in SSC.
2	Nursing Unit Manager NUM1 (1 FTE)	NUM1 positions at SSC and SSHC will be deleted. A NUM2 position will be created to undertake NUM responsibilities across SSC and SSHC. In addition, a clinically focussed Clinical Nurse Specialist (CNS) Level 2 position will be created to increase clinical capacity at SSC.
SHBBV - Sexual Health Services - Sydney Sexual Health Centre (SSHC)		
1	Director SSHC* – deletion of Director's position. (Managerial Allowance Level 2)	With the change in the service managers for SHBBV services, Director SSHC with Managerial Allowance L2 is deleted.

No.	Position Title	Summary of Proposed Change
	<i>*1FTE Staff Specialist position remains in Sexual Health Services.</i>	This staff specialist position is matched to the Medical Unit Manager, Sexual Health Services with a Managerial Allowance L2.
2	Nursing Unit Manager NUM 1 (1 FTE)	NUM1 positions at SSC and SSHC will be deleted. A NUM2 position will be created to undertake NUM responsibilities across SSC and SSHC. In addition, a clinically focussed Clinical Nurse Specialist (CNS) Level 2 position will be created to increase clinical capacity at SSC.
SHBBV - Sexual Health Services - The Albion Centre		
1	Medical Lead – deletion of Medical Lead position. (Managerial Allowance Level 1) <i>*1FTE Staff Specialist position remains</i>	With the change in the service managers for SHBBV services, Medical Lead with Managerial Allowance L1 is deleted. The staff specialist position remains.
2	Staff Specialist (0.6 FTE)	Analysis of the complexity and number of clients attending Albion Centre for HIV management, as well as the service model, indicates that the senior medical staffing could be reduced in favour of an additional registrar and Nurse Practitioner position to support more training opportunities.
3	Senior Career Medical Officer – Albion Centre <i>Senior Career Medical Officer</i>	Analysis of the complexity and number of clients attending Albion Centre for HIV management, as well as the service model, indicates that the senior medical staffing could be reduced in favour of an additional registrar position to support more training opportunities.
4	IT Manager, Computer Manager Grade 2 (1 FTE)	This position will be deleted.
5	Dietitian L5 (1 FTE)	This position is being deleted as the contemporary service requirement in SHBBV, based on changes in medical management and referral numbers, justifies 2 FTE dietitians.
6	Administration Manager HM2 (1 FTE)	All Business Manager/Administration Manager positions are deleted and a new Administration and Business Manager SHBBV (HM3) role will be responsible for a range of financial and facility support and administrative services to ensure the consistent, efficient, and effective delivery of business functions across SHBBV services.
7	Ankali Social Worker L3 1 FTE x 1 1 FTE x 1	The Ankali team will become part of the Statewide and Clinical Support Service. These two positions will be deleted and a new SW L3 x 1 FTE will be created and the FTE of the Social Worker L4 will be increased to 1 FTE.
8	Programmer Programmer Yr 6 (1 FTE)	Albion Centre currently runs a parallel service to Health ICT, a legacy arrangement inherited from Prince of Wales Hospital. This position will be deleted.
9	Education Officer HEOG (1 FTE)	Education functions will become part of the remit of the Program Support Unit led by the Deputy Director, SHBBV. Only one HEO position will be required for ongoing education functions within the SHBBV Services.
PaCH - Child Youth and Family Services		

No.	Position Title	Summary of Proposed Change
1	Northern and Central Families Data Analyst, HM1 (1 FTE)	This position will be deleted and replaced by Data Analyst (HM2) in CHIMU.

5. The Recruitment and Matching Process

5.1 Proposed Realignments Matching, and New Positions

While the new position descriptions require a grading process, it is proposed that the following position realignment and matching process be undertaken:

No.	New Position Title	Advertising or Matching expected	Matched Position
SHBBV - HARP – Service name change to Deputy Director’s Unit			
1	SHBBV Deputy Director HM4 (1 FTE)	Matching	HARP Manager HM4 (1 FTE)
2	Administration and Business Manager HM3 (1 FTE)	Advertising	
3	Programs Manager HM3 (1 FTE)	Advertising	
4	Programs Officer HM2 (1 FTE)	Advertising	
SHBBV - Kirketon Road Centre (KRC)			
1	Service Manager NM5/AL7/SnrClinPsych/HM4 (1 FTE)	Advertising	
2	Administration and Office Manager HM1 (1 FTE)	Advertising	
SHBBV - Sexual Health Services – SSHC, SSC, The Albion			
1	Service Manager NM5/AL7/SnrClinPsync/HM4 (1 FTE)	Advertising	
2	Senior Nurse NM4 (1 FTE)	Matching	Service Manager, The Albion Centre NM4 (1 FTE)
3	Medical Unit Manager, Sexual Health Services <i>Proposed Managerial Allowance Level 2</i>	Matching	Director SSHC <i>Managerial Allowance L2</i>
4	Head of Teaching, Innovation and Research <i>Proposed Managerial Allowance</i>	Advertising	

No.	New Position Title	Advertising or Matching expected	Matched Position
	<i>Level 1</i>		
5	Sexual Health Registrar (1 FTE)	Advertising	
6	Nurse Unit Manager Level 3, Sexual Health Services (1 FTE)	Matching	NUM 3, SSHC (1 FTE)
7	Nurse Unit Manager Level 2, Sexual Health Services (1 FTE)	Advertising	
8	Clinical Nurse Specialist Level 2 (1 FTE) <i>(based at Short Street Centre)</i>	Advertising	
SHBBV – Statewide and Clinical Support Service			
1	Service Manager, Statewide and Clinical Support Service, NM 5 (1 FTE)	Matching	Service Coordinator, Adahps NM5 (1 FTE)
2	Manager, Allied Health Senior Clinical Psychologist (1 FTE)	Matching	Allied Health Manager, The Albion Centre Senior Clinical Psychologist (1 FTE)
3	Manager, Clinical Outreach HM 3 (1 FTE)	Advertising	
4	Senior Social Worker, The Ankali Program L4 (1 FTE)	Advertising	
5	Social Worker, The Ankali Program L3 (1 FTE)	Advertising	
Community Health Information Management Unit (CHIMU)			
1	PaCH Health Information Manager HM3 (1 FTE)	Matching	Drug and Alcohol Service Health Information Officer, HM3 (1 FTE)
2	Manager Clinical Informatics HM3 (1 FTE)	Advertising	
3	Manager, Data Governance and Reporting, HM3 (1 FTE)	Matching	HARP Services Development and Informatics Manager, HM3 (1 FTE)
4	Clinical Business Analyst HM2 (2 FTE)	Advertising	

No.	New Position Title	Advertising or Matching expected	Matched Position
5	Metadata Analyst Senior Analyst (1 FTE)	Matching	SSHC Senior Analyst* (1 FTE) <i>*After completion of SHBBV eMR migration project</i>
6	Data Analyst HM2 (1 FTE)	Matching	HARP Senior Analyst HM 2 (1 FTE)
7	Data Analyst HM2 (1 FTE)	Advertising	
8	Data Analyst HM2 (1 FTE)	Advertising	
9	Administration Officer AO4 (1 FTE)	Advertising	

6. Consultation

6.1 Development of the Proposal

Consideration of a revised SHBBV service model within SESLHD commenced around October 2020 as the challenges of having five HIV and Sexual Health Services operating largely independently within the district became increasingly evident.

To enable services to work in a more cohesive way and to improve overall management and governance of the respective services, a new position was created; Director Sexual Health and Blood Borne Viruses and was appointed to in January 2021.

An established expectation for the new Director Sexual Health and Blood Borne Viruses position at this time was to review the existing SHBBV services and to seek ideas, suggestions and feedback on a future structure that would best support contemporary, safe, effective and efficient delivery of clinical care and population-based interventions for this unique and vulnerable patient cohort.

In the period since January 2021, some key events and processes have contributed to forming the thinking behind the structure put forward for consultation with staff in this paper.

Firstly, the COVID-19 pandemic highlighted opportunities to enhance governance, coordination and communication between like services.

Secondly, the process of preparing for service accreditation that took place in 2022 identified areas of unwarranted variation in practice and duplication of effort.

The challenges posed to the sector by the emergence of mPox and the need to urgently set up a clinical response including a vaccination response again highlighted areas where a different team structure could enhance the ability to respond. Preparations for World Pride in early 2023 again highlighted these opportunities.

A clinical services planning process was undertaken in 2022 involving multiple forums with staff and surveys to seek input into the future direction for SHBBV services. That process of engagement yielded valuable insights.

An external review conducted by John Leary Consulting in 2023 of three teams providing HIV-related psychosocial care to better understand the work of these teams, engaged with relevant staff through interviews and surveys, and produced findings and associated recommendations that have informed the structure proposed in this paper.

Finally, an internal process to review data and health informatics management within PaCH was undertaken in 2023 and informed the proposed changes in relation to CHIMU.

6.2 Consultation Plan

This Restructure Consultation Paper and the draft position descriptions will be released for consultation for a period of four weeks.

The Director Sexual Health and Blood Borne Viruses will have individual discussions with all position holders who are directly impacted by the proposal, as well as the broader Sexual Health and Blood Borne Virus Service during the consultation process. The Deputy Director PaCH will similarly liaise with staff in relation to the CHIMU aspects of the proposed restructure.

The Health Services Union (HSU), the New South Wales Nurses and Midwives Association (NSWNMA) and the Australian Salaried Medical Officers Federation (ASMOF) will be notified of the proposal and provided with the Restructure Consultation Paper and invited to comment on the proposal.

The Director Population and Community Health will consider all feedback received as part of the consultation process. The final Restructure Consultation Paper will be provided to the SESLHD Director of Operations and SESLHD Chief Executive for final sign off.

7. Employee Assistance Program

Staff are reminded of the availability of the Employee Assistance Program through Converge on 1300 687 327. This number is answered 24 hours per day, seven days per week to facilitate enquiries, booking requests and to provide assistance.

8. Restructure Timeframe

Task	Documentation/Task	Timeframes (Indicative) Week Commencing
Consultation period with staff and unions commences	Restructure Consultation Paper and draft position descriptions	6 March 2024
Consultation period closes	Feedback provided to Marianne.Gale1@health.nsw.gov.au	2 April 2024
Feedback reviewed and considered	Restructure Consultation Paper Feedback from consultation	19 April 2024
Consultation document finalised incorporating any changes identified during consultation	Restructure Consultation Paper (Final)	26 April 2024
Approval by Chief Executive of the final structure and to proceed with implementation		8 May 2024
Written advice issued to affected staff	Letter to advise of 'affected status'	15 May 2024
Process of direct matching of affected staff to positions in the new structure	Letter to advise of matching to position	15 May 2024
Expressions of Interest circulated to affected staff at grade and classification		27 May 2024
Vacant positions advertised	Through merit selection recruitment process	10 June 2024
Selection process for positions commences	Assessment of applications and interviews	1 July 2024
Written advice issued to staff appointed to positions	Letter to advise of appointments	8 July 2024
Staff not matched or appointed to positions are declared excess	Letter to advise of excess status	

9. Position Descriptions

No.	Position description	Internal Ref.
1a	Service Manager, Sexual Health Services HM 4; or	T24/10807
1b	Service Manager, Sexual Health Services Allied Health Level 7 or Nurse Manager Level 5	T24/10806
2a	Service Manager, KRC HM 4; or	T24/12602
2b	Service Manager, KRC Allied Health Level 7 or Nurse Manager Level 5	T24/12604
SHBBV - HARP – Service name change to Deputy Director’s Unit		
1	Deputy Director, SHBBV HM 4	T24/10808
2	Administration and Business Manager HM 3	T24/10809
3	Programs Manager, SHBBV HM 3	T24/10810
4	Programs Officer, SHBBV HM 2	T24/10811
5	Administration and Business Coordinator, SHBBV HM1	T24/10812
6	Personal Assistant to Director SHBBV and Deputy Director SHBBV HM 1	T24/10813
7	Consumer and Community Engagement Coordinator HM 1	T24/10814
8	Health Information Officer SHBBV HEOG	T24/10815
SHBBV - Kirketon Road Centre (KRC)		
1	Administration and Office Manager HM 1	T24/10830
SHBBV - Sexual Health Services – SSHC, SSC, The Albion		
1	Medical Unit Manager, Sexual Health Services	T24/10832
2	Head of Teaching, Innovation and Research (no FTE attached)	T24/10833
3	Senior Nurse, Sexual Health Services NM 4	T24/10834
4	NUM 3, Sexual Health Services	T24/10835

No.	Position description	Internal Ref.
5	NUM 2, Sexual Health Services	T24/10836
6	Clinical Nurse Specialist, Level 2	T24/10837
7	Senior Administration Officer AO6	T24/10839
SHBBV – Statewide and Clinical Support Service		
1	Service Manager, Statewide and Clinical Support Service NM 5	T24/10859
2	Allied Health Manager, Statewide and Clinical Support Senior Clinical Psychologist	T24/10861
3	Manager, Clinical Outreach HM 3	T24/10862
4	Senior Anjali Social Worker Social Worker Level 4	T24/13035
5	Anjali Social Worker Social Worker Level 3	T24/10863
Community Health Information Management Unit (CHIMU)		
1	PaCH Health Information Manager HM 3	T24/4104
2	Manager Clinical Informatics HM 3	T24/4109
3	Manager Data Governance and Reporting HM 3	T24/4106
4	Clinical Business Analyst HM 2	T24/4117
5	Metadata Analyst Senior Analyst	T24/4112
6	Reporting Analyst HM 2	T24/4111
7	Data Analyst HM 2	T24/10868
8	Administration Officer AO4	T24/10869

10. Endorsement for Consultation

Executive Sponsor

Name	Mr Tony Jackson
Position Title	A/Director Population and Community Health, SESLHD