

State Spinal Cord Injury Service

Restructure/Transfer of staff Consultation Paper

January 2023

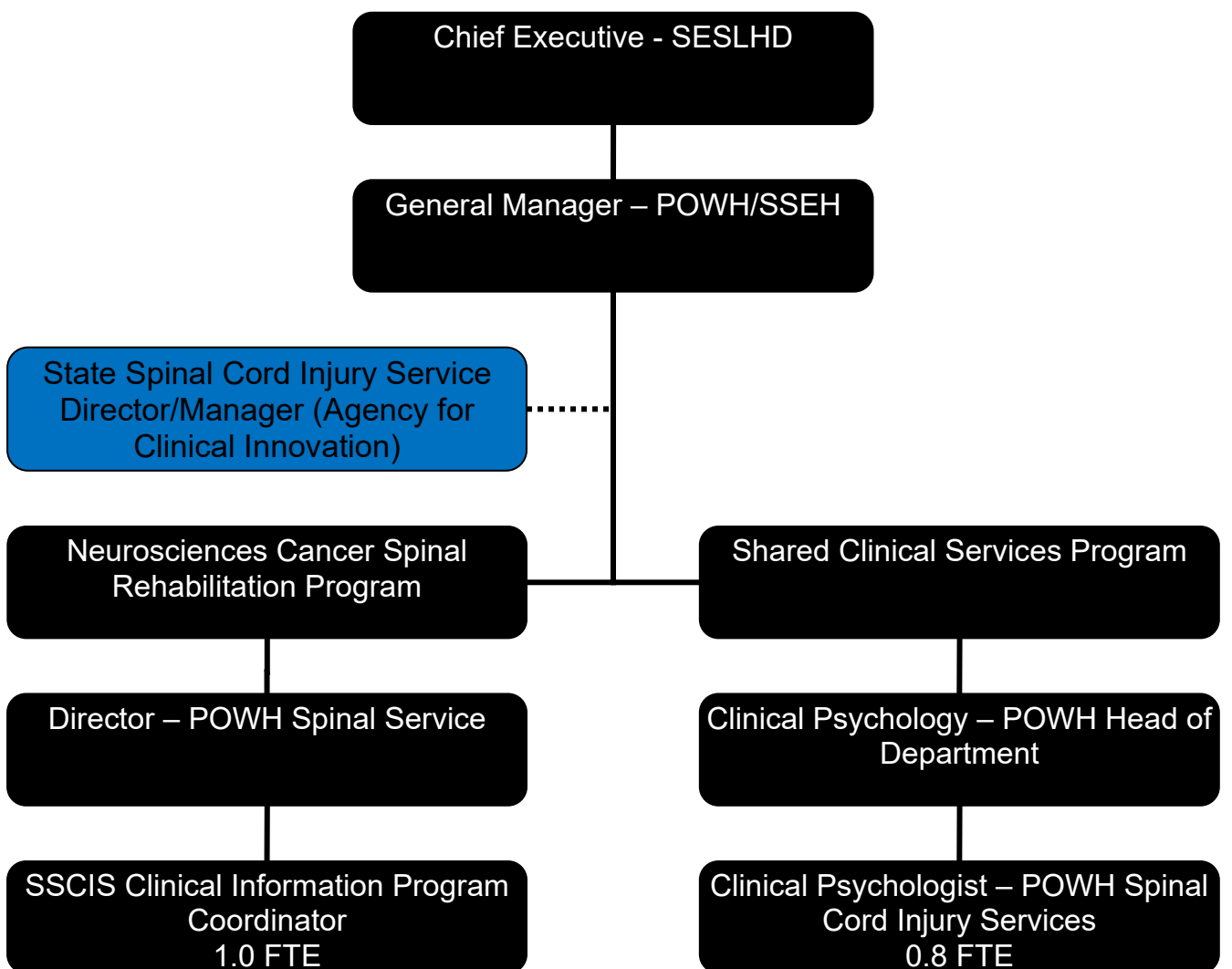
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1. Overview of State Spinal Cord Injury Service

1.1 Current Organisational Structure

Clinical Psychology Department	Position Number	Position Grade	FTE
Senior Clinical Psychologist	648550	Snr Clinical Psychologist	1
SES POWH SCS PSYCHOLOGY 150324	93861	Clinical Psychologist	3.62
Spinal Medicine Department	Position Number	Position Grade	FTE
SSCIS Data Manager	512111	HSM 2	1



1.2 Responsibilities of the State Spinal Cord Injury Service

The State Spinal Cord Injury Service (SSCIS) provides strategic oversight and planning for spinal Cord Injury services across NSW. As part of this planning and oversight, 2 key roles help inform the Network Manager and implement programs to support the SSCIS objectives.

The SSCIS Data Manager promotes, develops, implements and monitors strategic data programs and initiatives to continually improve the level and quality of service delivery across NSW State Spinal Cord Injury Service (SSCIS). The position has responsibilities across the three Spinal Cord Injury (SCI) units (POWH, RNSH & Royal Rehab).

The SSCIS Psychosocial Strategy Coordinator is a strategic role contributing to the development and implementation of the NSW State Spinal Cord Injury Service (SSCIS) psychosocial strategy across the service. The role works across the SSICS including the three SCI Units as well as key partner organisations (Parquad, Spinal Outreach Service, Spinal Cord Injuries Australia).

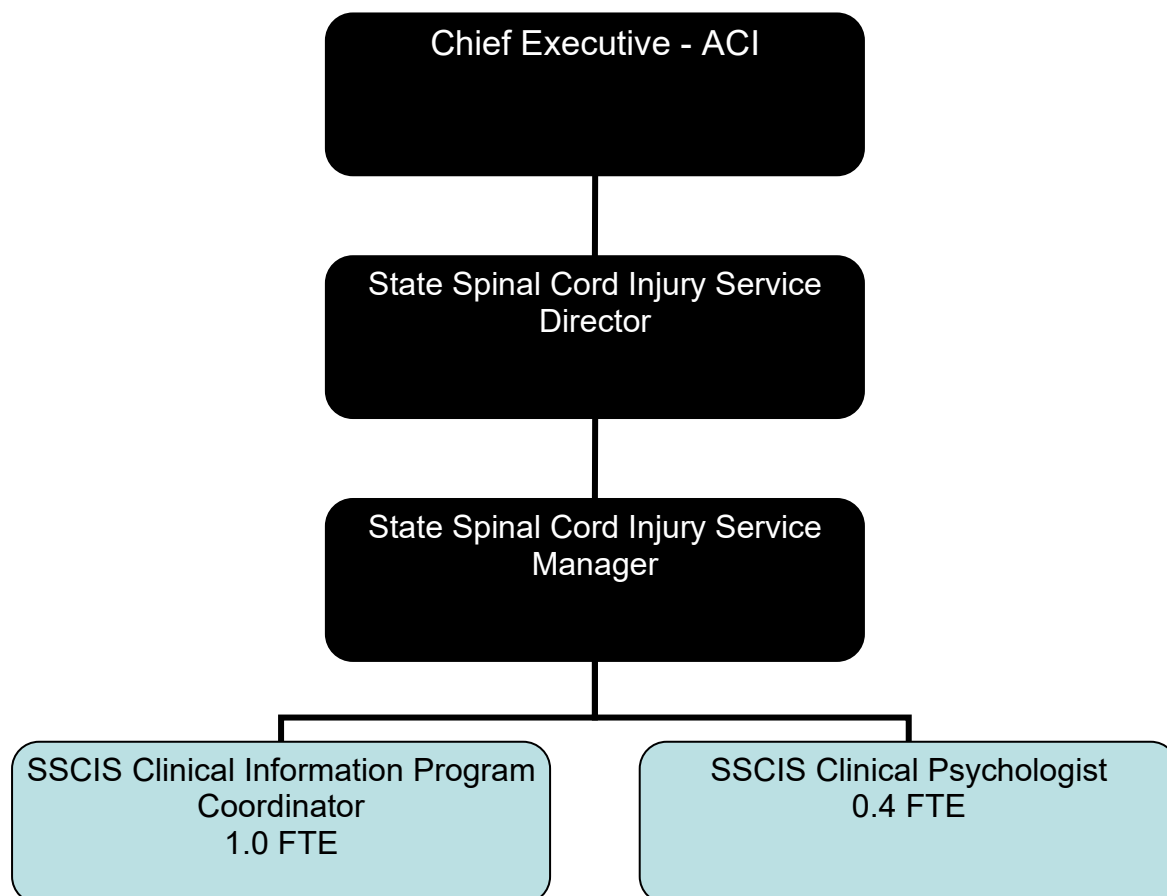
Prince of Wales Hospital has historically hosted the NSW SSCIS Psychosocial Strategy (0.4FTE) and Data Manager (1.0FTE) due to the inaugural Director of SSCIS working at Prince of Wales Hospital. The work of both roles is driven by SSCIS Director & ACI Spinal Network Manager.

The previous incumbent SSCIS Psychosocial Strategy Coordinator was also employed 0.4FTE as a Clinical Psychologist at the Prince of Wales Hospital in addition to the Psychosocial Coordinator role.

2. Proposed State Spinal Cord Injury Service

2.1 Proposed Organisational Structure

It is proposed that the budget of \$184,965 for the 1.0 HSM 2 (SSCIS Clinical Information Program Coordinator) and 0.4 FTE Level 5 (Clinical Psychologist) be transferred from Prince of Wales/SESLHD to the Agency for Clinical Innovation (ACI) to embed the SSCIS service within ACI.



2.2 Rationale/business case

The Agency for Clinical Innovation (ACI) is the lead agency for innovation in clinical care. The ACI brings consumers, clinicians and healthcare managers together to support the design, assessment and implementation of clinical innovations across the NSW public health system to change the way that care is delivered.

The ACI's clinical networks, institutes and taskforces are chaired by senior clinicians and consumers who have a keen interest and track record in innovative clinical care. The ACI strives for innovations that are person-centred, clinically led, evidence-based and value-driven.

It has been identified that these positions report to ACI SSCIS Network Manager for strategic alignment and direction. Work duties and priorities are determined by ACI SSCIS.

Prince of Wales Hospital currently manages day to day operational responsibilities (e.g., Stafflink, leave management, performance development & review, employee related costs associated with these staff – e.g., office space and technology support).

Despite work being driven by ACI, employee management responsibilities sit with POWH. This restructure proposes to re-align reporting lines and employee management responsibilities for the 0.4FTE Psychosocial Strategy Manager and 1.0FTE SSCIS Data Manager to ACI.

Summary of Changes

1. SSCIS Data Manager – be realigned to report to the ACI, Spinal/SSCIS Network Manager.
Incumbent to be transferred/matched to new position at ACI
2. SSCIS Psychosocial Strategy Manager (0.4FTE) be realigned to report to the ACI, Spinal/SSCIS Network Manager. This position is currently vacant.
3. Position descriptions to be updated to align with ACI for all governance, operational and reporting mechanisms.
4. Position number adjustment for POWH Snr Clinical Psychologist to reduce by 0.4 FTE (to adjust for the 0.4FTE transferred to ACI).

3. Proposed changes to Position Descriptions

3.1 Position with changes to FTE establishment at POWH

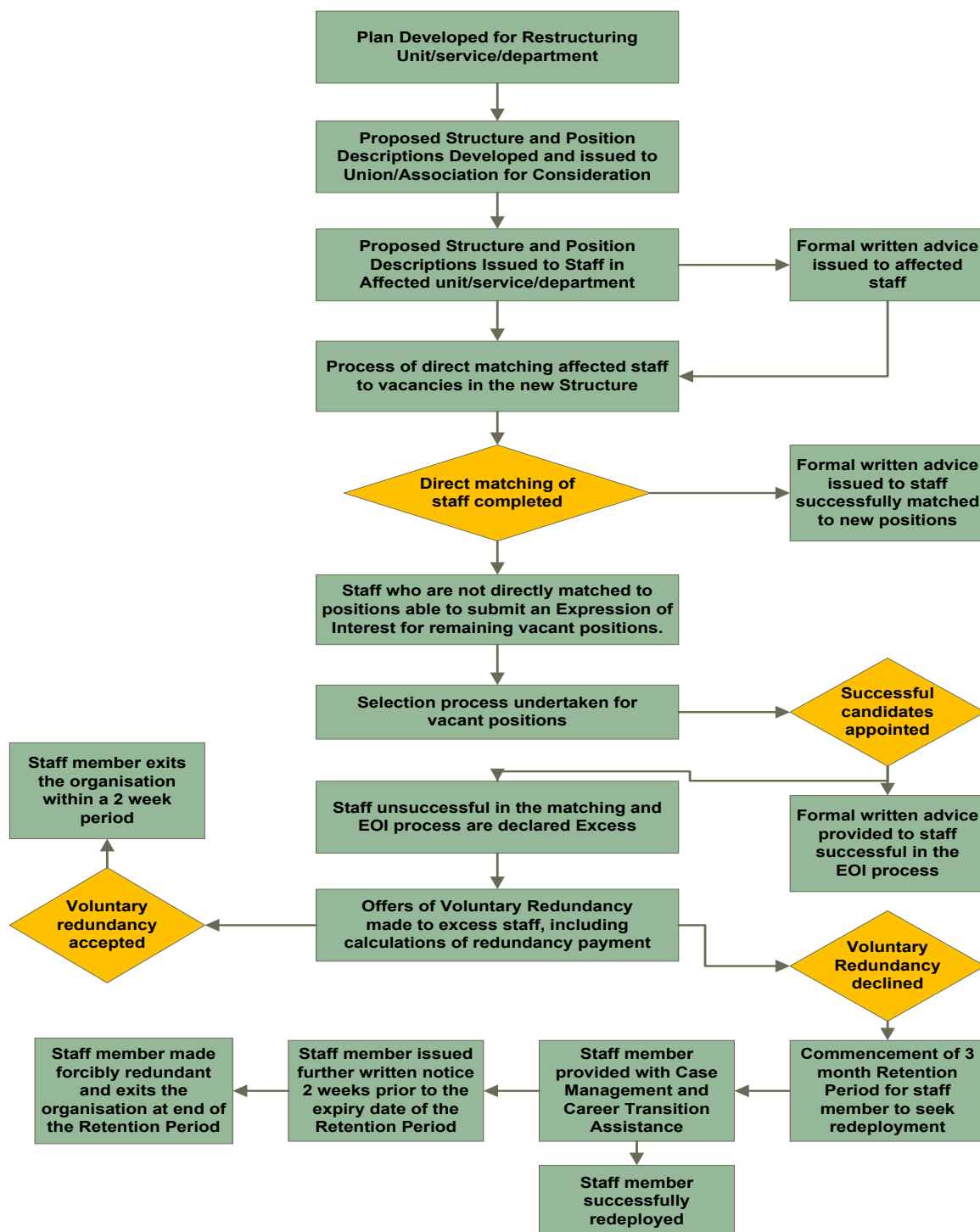
No.	Position Title	Summary of Proposed Change	Filled or Vacant	Incumbent affected
1	Clinical Psychologist – <i>(Clinical Psychologist, 0.8FTE)</i>	Reduce by 0.4 FTE (with 0.4 FTE transferred to ACI)	Vacant	No

3.2 Positon with changes to reporting lines (Transfer to ACI)

No.	Position Title	Summary of Proposed Change	Filled or Vacant	Incumbent affected
1	NSW SSCIS Clinical Information Program Coordinator <i>(Health Services Manager – Level 2, 1.0FTE)</i>	Change in reporting lines, ACI NSW SSCIS Network Manager	Filled	Yes
	ACI SSCIS Pschosocial Strategy Coordinator <i>(Proposed grading as Clinical Psychologist, 0.4FTE)</i>	New position created at ACI. The position is a strategic role contributing to the development and implementation of the NSW State Spinal Cord Injury Service (SSCIS) psychosocial strategy; which is a novel whole of service approach to improving psychosocial outcomes and associated research projects.	Vacant	No

4. The recruitment and matching process

PROCESS MAP FOR ORGANISATIONAL RESTRUCTURES



5. Consultation

Affected staff will be contacted individually and made aware of the proposed changes as part of the restructure. Changes will be managed in line with the NSW Health and SESLHD policies.

This Restructure Consultation Paper will be released for feedback from SSCIS staff. The Director Operations Shared Clinical Services POWH will consult with all members of the team impacted by the proposal.

Written feedback will be collected by the Director Operations Shared Clinical Services POWH.

The Health Services Union (HSU) will be notified of the proposal and provided with the Restructure Consultation Paper and an opportunity to comment on the proposal.

The Director Operations Shared Clinical Services POWH will consider all feedback.

It is expected that the period of consultation will take approximately 2 weeks from issuing of the consultation paper. Following the completion of this consultation workforce transition activities will commence.

6. Restructure Timeframe

Task	Documentation / Task	Timeframes (Indicative) Week Commencing
Restructure Consultation documents completed.	Restructure Consultation Paper	January 2023
Consultation period with staff and unions commences.	Restructure Consultation Paper and draft position descriptions	TBC
Consultation period closes.		TBC two weeks period of consultation
Feedback reviewed and considered.	Restructure Consultation Paper Feedback from consultation	TBC
Final consultation document incorporating any changes identified during consultation circulated.	Restructure Consultation Paper (Final)	TBC
Approved by CE to proceed with restructure	Brief to CE	TBC
Written advice issued to affected staff.	Letter to advise of 'affected status'	TBC
Process of direct matching of affected staff to positions in the new structure	Letter to advise of matching to position	TBC
Vacant positions advertised	Through merit selection recruitment process	N/A
Selection process for positions commences	Assessment of applications and interviews	N/A
Written advice issued to staff appointed to positions	Letter to advise of appointments	N/A
Staff not matched or appointed	Letter to advise of "excess status"	N/A

to positions are declared excess.	and the option of choose a voluntary redundancy or seek redeployment	
Written advice to staff unable to be placed in positions after three months of case management to received involuntary redundancy	Letter to advise of involuntary redundancy	N/A

7. Attachments

Appendix 1 - ACI NSW SSCIS Clinical Information Program Coordinator

Appendix 2 - SESLHD Clinical Psychologist

Appendix 3 - ACI SSCIS Clinical Psychologist