



**ST VINCENT'S
HEALTH AUSTRALIA**

UNDER THE STEWARDSHIP OF MARY AIKENHEAD MINISTRIES

St Vincent's Health Australia Ltd
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7th July 2021

Mr Gerard Hayes
Secretary
Health Services Union
L2/109 Pitt Street
SYDNEY NSW 1215

Dear Mr Hayes

Re: Annual Leave Loading (Private Hospitals)

As you are aware, St Vincent's Health Australia (**SVHA**) recently identified an issue arising from the inadvertent misapplication of the eligibility requirements for the service allowance entitlement under the *St Vincent's Health Australia (NSW Private Hospitals) Support Services Enterprise Agreement 2018 (NSW Support Services EA)*. This issue has been the subject of separate correspondence, with payments to affected employees being made from 26 May 2021.

In addition, we have separately undertaken a reassessment of leave loading entitlements for shift workers in our NSW private hospitals, under the NSW Support Services EA (amongst others). As a result, we have determined that 793 of support services employees were paid incorrect annual leave loading entitlements.

1. Quantifying and processing back payments

As a result of our review, we have commenced the process of writing to all current and former staff whom we have identified as being affected by these issues, informing them of what has occurred, and providing them with details on the back payment they will receive. In particular:

- Communications will be issued in the week commencing 5th July 2021 and are likely to be received by employees in the following week.
- Payments will be made in the week commencing 12th July 2021.
- A dedicated 1800 number has been set up for affected Private Hospital employees to call with any questions, as well as a dedicated email inbox.
- Steve Ralphs and Tania Dixon will be in contact with your local representatives and are happy to meet to discuss any queries they may have regarding this initiative.

We have also taken steps to ensure that the various interpretation issues identified and referred to above have been addressed going forward, effective from April 2020.

Paying our people properly is important to us and SVHA sincerely apologises for the error and inconvenience this has caused. SVHA otherwise continues to review its compliance with applicable industrial instruments as part of its review and audit procedures.

2. Superannuation and Interest

Further to this, St Vincent's Health Australia will be paying an interest amount of 4.1% on relevant back payments, in good faith.

St Vincent's Health Australia will also make required superannuation contributions in respect of the back payments made as a result of this process.

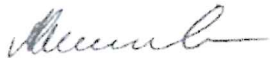
3. Next steps

We would be grateful if you could please advise us of your availability to meet with us to discuss this matter, should you wish to do so.

In this regard, we request that you please contact Anna Clarke on 03 9231 1730 or anna.clarke@svha.org.au.

We thank you for your continued engagement and support.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Anna Clarke', with a long horizontal flourish extending to the right.

Anna Clarke
Director of Human Resources
St Vincent's Health Australia - Private Division