

## Goodwin Aged Care: Accessing Leave

Dear Member,

The HSU has become aware of a memo sent to some Goodwin staff in relation to accessing Personal/Sick Leave. The memo states, amongst other things, that staff must provide at least 4 hours' notice of any absence.

It is very important that HSU members are aware that many of the requirements in this memo are in breach of your Enterprise Bargaining Agreement, possibly in breach of Privacy Laws, and are in many cases completely unreasonable.

Members should be aware:

- The EBA states in relation to notification of personal/sick leave absences that: *Employees must notify GACS of their inability to attend for work for personal leave reason prior to the beginning of their shift or as soon as possible thereafter.* There is no way this can be changed to define a 4-hour limit. It is also completely impractical, as staff could fall ill or become injured at any time.
- There is nothing in the EBA that states a worker must receive prior approval to access Sick/Personal Leave. Please note staff can be required to provide evidence of being sick (e.g. a Medical Certificate, other reasonable evidence).
- Staff are entitled to liaise with their own health practitioners and cannot be forced to discuss or divulge their medical concerns to anyone unless they choose to (e.g. Healthline or management).
- Staff cannot and should not be threatened for accessing a legal entitlement (e.g. Accessing Sick/Personal Leave).

We have contacted Goodwin HR and have asked that the memo be rescinded, and a new memo sent to staff clearly stating the legal rights of staff and affirming that Goodwin is committed to respecting the rights and privacy of staff.

If you have been affected by this memo or have any questions/concerns, please email [agedcare@hsu.asn.au](mailto:agedcare@hsu.asn.au).

We can only protect the rights of HSU members. Encourage your workmates to join online at [www.hsu.asn.au/join](http://www.hsu.asn.au/join) or phone the Union on 1300 478 679.

In unity,



Gerard Hayes  
Secretary, HSU NSW/ACT/QLD