

## **SWSLHD: Proposed Restructure Oral Health**

Dear Member,

Attached is correspondence the HSU has received from South Western Sydney Local Health District regarding a proposed restructure of Oral Health.

### **Member feedback requested**

The HSU industrial team is currently reviewing the potential impacts of the proposed restructure upon affected employees. We are now seeking feedback, views and comments from our members.

Please review the attached documentation and provide comment and feedback by 18 October 2019. You can submit it by email to [luke.maroney@hsu.asn.au](mailto:luke.maroney@hsu.asn.au) with subject line *SWSLHD Oral Health*.

**Not a member of the HSU? Now is time to join and have your say! You can join online at [www.hsu.asn.au/join](http://www.hsu.asn.au/join) or call 1300 HSU NSW and join over the phone.**

A union's effectiveness and negotiation power depends upon the strength and density of its membership base. Join your work colleagues today by becoming a member of the Health Services Union and help us continue to protect and improve your working life.

Attached documents:

- [Letter from SWSLHD 3/10](#)
- [Letter from SWSLHD 11/10](#)
- [Current and proposed organisational structure](#)
- [Position description – Oral Health Therapist](#)

In unity,



Gerard Hayes  
Secretary, HSU NSW/ACT/QLD



Mr Gerard Hayes  
Secretary  
Health Services Union  
[secretary@hsu.asn.au](mailto:secretary@hsu.asn.au)

Dear Mr Hayes

I am writing to advise you of proposed changes to the Dental/Oral Health Therapy workforce within the Oral Health Services, South Western Sydney Local Health District (SWSLHD) which has the potential to directly affect your members.

Oral Health Services is a district wide service, provided by a range of professionals in a variety of settings across SWSLHD. These include acute hospitals (Liverpool and Fairfield), Community Health Centres (CHCs) and standalone Community Oral Health Clinics (COHCs). All clinics combine adult and child services and most are co-located with other services to provide holistic health care treatment and services to the community.

SWSLHD Oral Health Services has experienced a significant and sustained decrease in demand for the services provided by Dental/Oral Health Therapists and as a result, changes to the Dental/Oral Health Therapist workforce are proposed.

To ensure the proposed changes have the input of employees, consultation with impacted employees is planned prior to final approval being sought. In line with the consultative provisions of the Health Employees Conditions of Employment (State) Award, I am writing to invite you to attend a meeting with employees to discuss the proposed changes, and to provide any comments regarding the proposed changes within two weeks of the meeting.

The meeting will be held on Tuesday 8 October 2019 at 1pm in the Demountable building at Ingleburn Community Health Centre.

Alternatively I would be happy to meet with your representatives to discuss this matter at another mutually convenient time.

If you would like to discuss the proposed changes further please do not hesitate to contact me by email [ravi.srinivas@health.nsw.gov.au](mailto:ravi.srinivas@health.nsw.gov.au) or by phone 02 8738 9073.

Yours sincerely

Associate Professor Ravi Srinivas  
**Director**  
**SWSLHD Oral Health Services**

Date: 03/10/2019

South Western Sydney Local Health District acknowledges the traditional owners of the land.



Mr Luke Maroney  
Health Services Union  
Private & Confidential

Dear Mr Maroney

Oral Health Services in SWSLHD provide a range of services in acute hospitals (Liverpool and Fairfield), Community Health Centres (CHCs) and standalone Community Oral Health Clinics (COHCs). All clinics combine adult and child services and most are co-located with other services to provide holistic health care treatment and services to the community.

SWSLHD Oral Health Services has experienced a significant and sustained decrease in demand for the services provided by Dental/Oral Health Therapists. Accordingly, the SWSLHD Oral Health Service has formed the view that a reduction in the number of Dental/Oral Health Therapist positions from fifteen (15) FTE to nine (9) FTE is required. The 9 FTE will be structured across the eight (8) Oral Health clinics in SWSLHD in proportion to the demand for child services. All current Dental/Oral Health Therapists will be declared as affected employees, and offered the opportunity to declare a preference for either a voluntary redundancy or a position in the new structure. Employees who do not indicate a preference for voluntary redundancy will be asked to submit an expression of interest (EOI) for the positions available, using the existing position description, in the proposed structure indicating their preferred clinic. The position description has not been changed. If there is more than one preference received for a single position then a merit based selection process will be used to determine the successful applicant.

Staff have been advised that they are affected employees, and will be managed in accordance with NSW Health Policy Directive PD2012\_021 *Managing Excess Staff of the NSW Health Service*. As affected staff they will be granted priority access to suitable vacancies across the public health system.

Affected staff have also been advised and provided with a brochure of the Staff Wellbeing & Support service, a free and confidential staff counselling service available to all staff.

Any enquiries you may have about this letter or about the proposed changes may be directed to me on 02 8738 9073 or Sevgi Girgin, Workforce Manager on 02 8738 5775.

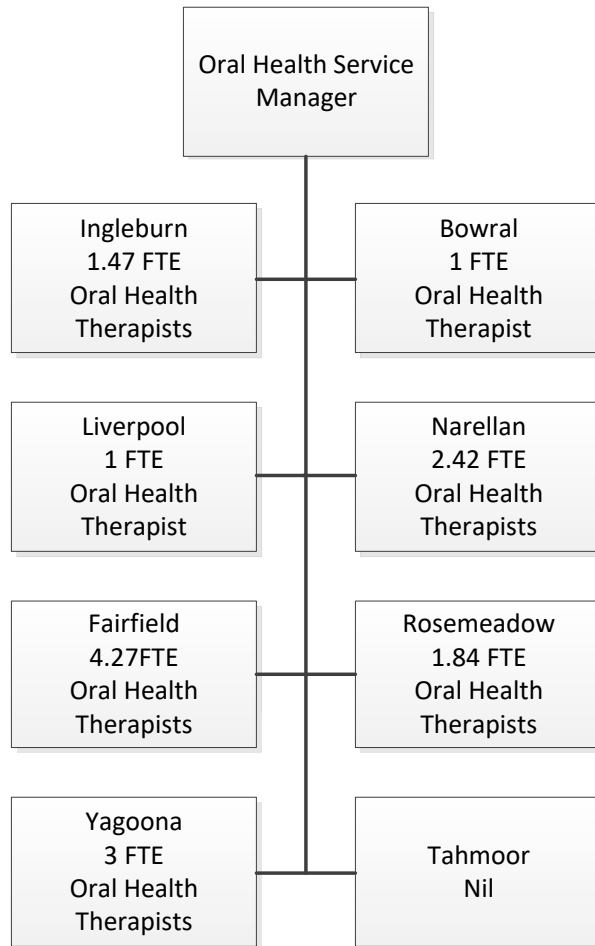
Yours sincerely

Associate Professor Ravi Srinivas  
**Director, SWSLHD Oral Health Services**

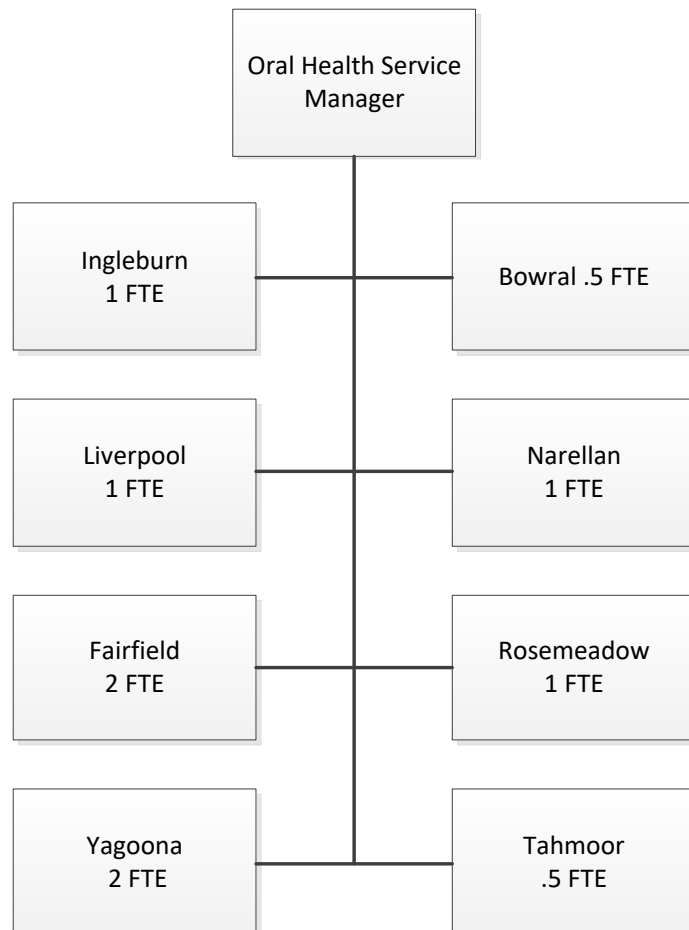
Date: 11/10/2019  
Attached: Position Description Oral Health therapist (Level 1/2)  
Current Organisational Structure  
Proposed Organisational Structure

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## Current Organisational Structure



## Proposed Organisational Structure





# Health Sydney Local Health District

POSITION DESCRIPTION

Reference Number :	44249		
Recruitment Type	General Recruitment		
Position Number :			
Position Title :	Oral Health Therapist (Level 1/2) - F/T		
Cost Centre :	Cost Centre	Code	%
	DH - COMMUNITY ORAL HEALTH CLINIC LIVERPOOL	463566	100
Organisation unit :	Sydney Local Health District		
Location :	Surry Hills		
Facility :	Sydney Dental Hospital		
Award Classification :	Health Employees Oral Health Therapists (State) Award-Oral Health Therapist Lvl 1, Health Employees Oral Health Therapists (State) Award-Oral Health Therapist Lvl 2		
Registration/ Licence Requirements :	Oral Health Therapist		
Vaccination Category :	A		
Employment Screening Check			
National Criminal Record Check :	No		
Working With Children Background Check :	Yes		
Working With Aged Care Check :	No		
Responsible To :	Senior Dentist, Liverpool Community Oral Health Clinic and Clinical Cluster Leader, South West Sydney LHD		
Responsible For :	Nil		
Purpose Of Position :	To provide a high standard of oral health care to patients of South West Sydney Local Health District by providing a professional level of service to patients, and by exercising clinical expertise and judgement commensurate with the number of years of clinical experience.		
Key Accountabilities :	<ul style="list-style-type: none"> <li>  Carry out the clinical duties appropriate to, and within the limitations applying to, a Dental /Oral Health Therapist, as rostered</li> <li>  Organise and participate in preventative programs including liaison with internal and external stakeholders</li> <li>  Refer more complex treatments of deciduous, mixed or permanent dentition to a dentist, when these fall outside the treatment limitations of Dental / Oral Health Therapists</li> <li>  Record accurate details of patients' treatment in patient records.</li> <li>  Understand and implement principles of Infection Control</li> <li>  Use materials and supplies as economically as possible within acceptable dental practice</li> <li>  Participate in Quality Improvement Programs</li> <li>  Ensure medical histories are appropriately updated, current and accurate</li> <li>  Ensure equipment is maintained in optimal condition by careful handling and reporting of faults immediately to the Senior Dentist</li> <li>  Liaise and consult with the Senior Dentist, or other nominated dentists, for more complex treatment of patients, or in matters relating to the optimum treatment of the patient.</li> <li>  Any other duties as directed by the Clinical Director or Senior Dentist</li> </ul>		

Challenges/Problem Solving :	<ul style="list-style-type: none"> <li>  Professional management of potentially aggressive and apprehensive patients and their parents</li> <li>  Successful provision of services to families from diverse ethnic, cultural and socioeconomic backgrounds</li> <li>  Ensuring that the expected high standards of sterilisation and infection control are constantly maintained</li> </ul>
Communication :	<p>Active engagement and dialogue with key line management personnel and relevant committees and meetings which include:</p> <ul style="list-style-type: none"> <li>  Senior Dental Officer or delegate</li> <li>  Clinical Cluster Leader</li> <li>  Cluster Service Manager</li> <li>  Cluster and Clinic Meetings</li> <li>  Clinical Forums</li> </ul>
Decision Making :	<ul style="list-style-type: none"> <li>  Deciding the appropriate clinical interventions to address patient needs based on current best clinical practice guidelines</li> <li>  Determining the clinical situations that require the referral of patients to specialist and other services utilising the NSW Oral Health Referral Guidelines</li> </ul>
Selection Criteria :	<p>Selection Criteria</p> <p>Registration as a Dental Therapist or Oral Health Therapist with the Australian Health Practitioners Regulation Agency (AHPRA)</p> <p>Demonstrated confidence, expertise and broad general knowledge within the discipline commensurate with the number of years of experience</p> <p>Demonstrated ability to work as part of a team</p> <p>Demonstrated good oral and written communication skills</p> <p>Demonstrated ability to manage patients and families from diverse ethnic, cultural and socioeconomic backgrounds</p> <p>NSW Drivers Licence (P2 licence acceptable)</p>
Staffing :	Nil
Budget :	Nil
Financial Delegation:	Nil

### JOB DEMANDS CHECKLIST

Physical Demands	Frequency
Sitting - remaining in a seated position to perform tasks	Frequent
Standing - remaining standing without moving about to perform tasks	Frequent
Walking - Floor type: even / uneven / slippery, indoors / outdoors, slopes	Frequent
Running - Floor type: even / uneven / slippery, indoors / outdoors, slopes	Infrequent
Bend/Lean Forward from Waist - Forward bending from the waist to perform tasks	Frequent
Trunk Twisting - Turning from the waist while sitting or standing to perform tasks	Frequent
Kneeling - remaining in a kneeling posture to perform tasks	Infrequent
Squatting / Crouching - Adopting a squatting or crouching posture to perform tasks	Infrequent
Leg / Foot Movement - Use of leg and / or foot to operate machinery	Constant
Climbing (stairs/ladders) - Ascend / descend stairs, ladders, steps	Infrequent
Lifting / Carrying - Light lifting & carrying: 0 - 9 kg	Occasional
Lifting / Carrying - Moderate lifting & carrying: 10 - 15 kg	Not Applicable
Lifting / Carrying - Heavy lifting & carrying: 16kg & above	Not Applicable
Reaching - Arms fully extended forward or raised above shoulder	Infrequent
Pushing / Pulling / Restraining - Using force to hold / restrain or move objects toward or away from the body	Occasional
Head / Neck Postures - Holding head in a position other than neutral (facing forward)	Frequent
Hand & Arm Movements - Repetitive movements of hands and arms	Constant
Grasping / Fine Manipulation - Gripping, holding, clasping with fingers or hands	Constant
Work At Heights - Using ladders, footstools, scaffolding, or other objects to perform work	Infrequent
Driving - Operating any motor powered vehicle	Infrequent

Sensory Demands	Frequency
Sight - Use of sight is an integral part of work performance e.g. Viewing of X-Rays, computer screens	Constant
Hearing - Use of hearing is an integral part of work performance e.g. Telephone enquiries	Constant
Smell - Use of smell is an integral part of work performance e.g. Working with chemicals	Occasional
Taste - Use of taste is an integral part of work performance e.g. Food preparation	Not Applicable
Touch - Use of touch is an integral part of work performance	Constant
Psychosocial Demands	Frequency
Distressed People - e.g. Emergency or grief situations	Infrequent
Aggressive & Uncooperative People - e.g. drug / alcohol, dementia, mental illness	Infrequent
Unpredictable People - e.g. Dementia, mental illness, head injuries	Infrequent
Restraining - involvement in physical containment of patients / clients	Not Applicable
Exposure to Distressing Situations - e.g. Child abuse, viewing dead / mutilated bodies	Not Applicable
Environmental Demands	Frequency
Dust - Exposure to atmospheric dust	Infrequent
Gases - Working with explosive or flammable gases requiring precautionary measures	Infrequent
Fumes - Exposure to noxious or toxic fumes	Infrequent
Liquids - Working with corrosive, toxic or poisonous liquids or chemicals requiring PPE	Infrequent
Hazardous substances - e.g. Dry chemicals, glues	Frequent
Noise - Environmental / background noise necessitates people raise their voice to be heard	Frequent
Inadequate Lighting - Risk of trips, falls or eyestrain	Infrequent
Sunlight - Risk of sunburn exists from spending more than 10 minutes per day in sunlight	Infrequent
Extreme Temperatures - Environmental temperatures are less than 15C or more than 35C	Infrequent
Confined Spaces - areas where only one egress (escape route) exists	Infrequent
Slippery or Uneven Surfaces - Greasy or wet floor surfaces, ramps, uneven ground	Infrequent
Inadequate Housekeeping - Obstructions to walkways and work areas cause trips and falls	Infrequent
Working At Heights - Ladders / stepladders / scaffolding are required to perform tasks	Not Applicable
Biological Hazards - e.g. exposure to body fluids, bacteria, infectious diseases	Constant

As the incumbent of this position, I confirm I have read the Position Description and Job Demands Checklist, understand its content and agree to work in accordance with the requirements of the position.

Employee Name: \_\_\_\_\_

Employee Signature \_\_\_\_\_ Date: \_\_\_\_\_

Manager's Name: \_\_\_\_\_

Manager's Signature \_\_\_\_\_ Date: \_\_\_\_\_