

## **CCLHD Clinical Support Services Change to reporting lines**

Dear Member,

The HSU has received the attached information from Central Coast LHD regarding a proposal to change reporting lines for Admin Officers currently working in Clinical Support Services (previously Patient Services) to a newly created directorate of Cancer Services.

Under your award, when any employer wants to make any changes to systems, structures or anything that will affect any member of the Union, they are required to consult with the Union.

So even though your employer says those staff affected seem to be positive about these changes, we are still seeking feedback from members to ensure we represent your views and best interests.

If you have any questions, comments or concerns please email HSU Industrial Officer Greg O'Donohue via [greg.odonohue@hsu.asn.au](mailto:greg.odonohue@hsu.asn.au) no later than Friday 8 November. Once we have received members' feedback, we will arrange a consultation meeting with Central Coast LHD if needed to go through any of your comments or concerns.

As a Union we are only able to represent the view of our members. If any of your colleagues are not currently an HSU member but have concerns about this proposal, encourage them to join either online at [www.hsu.asn.au/join](http://www.hsu.asn.au/join) or by calling 1300 478 679.

In unity,



Gerard Hayes  
Secretary, HSU NSW/ACT/QLD

**PRIVATE AND CONFIDENTIAL**



**Health**  
Central Coast  
Local Health District

Mr Gerard Hayes  
Secretary Health Services Union  
Level 2, 107 Pitt Street  
SYDNEY NSW 2000

Attention: Mr Greg O'Donohue

Email: [info@hsu.asn.au](mailto:info@hsu.asn.au)  
[greg.odonohue@hsu.asn.au](mailto:greg.odonohue@hsu.asn.au)

Dear Mr Hayes

**RE: Realignment/Change of Reporting Lines to Administration positions to Cancer Services, Central Coast Local Health District (the District)**

I write with reference to Central Coast Local Health District's (the District's) District-wide restructure that resulted into the formation of the new Cancer Services Directorate. With the formation of the new Cancer Services Directorate, the District now wishes to realign the administration functions/supports which are currently being provided by Clinical Support Services (previously known as Patient Services) to be directly incorporated into Cancer Services Directorate reporting into the newly appointed Operations Manager.

The District sees great benefit in the change which includes:

- Increased supervision and support for administration staff directly within the service
- Is logically a more relevant and organic reporting line
- Improved decision making, accountability and communication directly within Cancer Services
- Build workforce capability into the future
- Support the appropriate management of risk: decisions are made closer to where information is held

Please find below the proposed organisational chart for your review and consideration.

I wish to confirm that no staff member is affected by this realignment of reporting lines and there is no impact on FTE. Below are the identified positions to be transferred for your review and consideration.

The anticipated implementation for this realignment is to occur on 25 November 2019.

The administration staff are aware of the proposed realignment and to date the feedback has been supportive of the change.

I invite you to provide any feedback or comments within two (2) weeks from the date of this letter to me via [Matthew.Sproats@health.nsw.gov.au](mailto:Matthew.Sproats@health.nsw.gov.au).

Thank you for your support and if you require any additional information please contact me on mobile 0438 093 961 or [Matthew.Sproats@health.nsw.gov.au](mailto:Matthew.Sproats@health.nsw.gov.au). Alternately, you can contact Andrew Hering, HR Business Partner, on telephone 02 4320 9964 or via email [Andrew.Hering@health.nsw.gov.au](mailto:Andrew.Hering@health.nsw.gov.au)

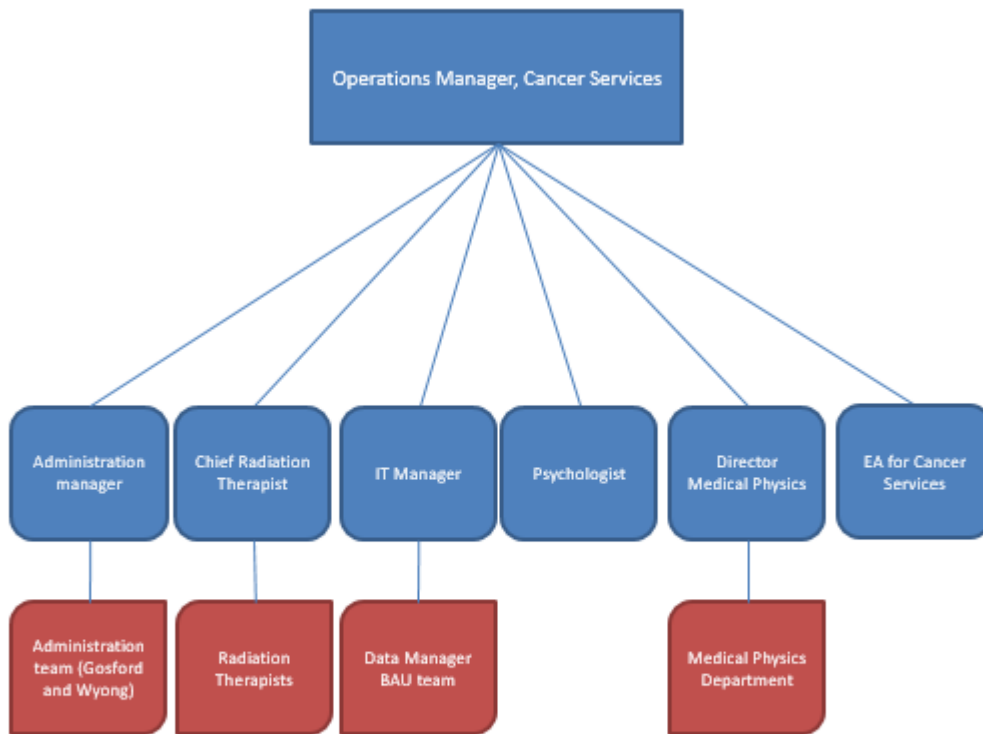
Yours sincerely

A handwritten signature in black ink, appearing to read 'Matthew Sproats', with a horizontal line extending to the right.

Matthew Sproats  
**Operations Manager Cancer Services**  
**Clinical Operations**

28 October 2019

## Organisational Chart



## Position to the realigned

<b>Gosford</b>	
Administration manager – HSM1	1
Administration Officer Level 3	13.5
<b>Wyong</b>	
Administration Officers Level 3	1.8