

Annual Leave Planning

Dear Member,

The HSU has received multiple enquiries from members around the state regarding the provisions for taking annual leave, with employers requesting that members submit a plan for taking of annual leave for 2020. The HSU reminds members that in accordance with the “Leave Matters for the NSW Health Service” PD2019_010, the minimum notification is one month prior to the requested leave being taken.

Members with a leave balance of less than thirty days cannot be directed to take leave, and while pro rata annual leave is required by the Ministry to be included in the calculation of excess annual leave, an employee is not to be directed to take pro rata annual leave without their express consent.

The “Leave Matters for the NSW Health Service” PD2019_010 can be accessed via the following link:

https://www1.health.nsw.gov.au/pds/ActivePDSDocuments/PD2019_010.pdf

Should you require any assistance with your annual leave provisions, please contact the HSU via email memberservices@hsu.asn.au or phone 1300 478 679.

Do you know someone who isn't yet a member of the HSU? Encourage them to join and have a say in their conditions at work. New members can join by visiting www.hsu.asn.au/join or by calling the Union on 1300 478 679.

In unity,



Gerard Hayes
Secretary, HSU NSW/ACT/QLD