

NNSWLHD: Operations Assistants Progression

Dear Member,

The HSU has been advised in writing by Northern NSW LHD that they have reviewed all Operation Assistants, and those that should have progressed to a Senior Operation Assistant have been identified and advised of their progression.

The Progression is to be backdated to 3 September 2019, however if your 5-year anniversary as an Operation Assistant was before that, back payments will be paid up to 6 years (the statutory limit) from 3 September 2019.

The Health Employees (State) Award provides the following:

Provided that an assistant who has served five (5) years in the classification and is certified by the hospital as competent to assist in any type of surgical operation, shall be entitled to be classified as Senior.

If you have any queries with the process or you haven't received notification of your progression, please contact HSU Organiser Peter Kelly via peter.kelly@hsu.asn.au.

In unity,



Gerard Hayes
Secretary, HSU NSW/ACT/QLD



17 January 2020

Mr Gerard Hayes
Secretary
Health Services Union
E: secretary@hsu.asn.au

Copy: peter.kelly@hsu.asn.au

Dear Mr Hayes

Re: Northern NSW Local Health District (NNSWLHD) – Progression of Operations Assistants to Senior Status

I refer to the request by the Health Services Union through the NNSWLHD District Joint Consultative Committee (DJCC) in June 2018 to review the progression of Operations Assistants to senior status pursuant to the *Health Employees' (State) Award 2019*.

This matter was raised at the last DJCC meeting on the 11 December 2019, with a request to confirm the completion of this matter. NNSWLHD has undertaken a review to determine whether progression to Senior status as defined by the relevant Award was being actioned.

Workforce have now completed the review, and have identified that there are a number of Operations Assistants within the District who have progressed to senior status pursuant to Award requirements.

The Health Employees' (State) Award provides the following;

“Provided that an assistant who has served five (5) years in the classification and is certified by the hospital as competent to assist in any type of surgical operation, shall be entitled to be classified as Senior”.

Individual letters to staff who are eligible to progress to senior status have been completed and sent. All employees eligible to progress to senior status are required to sign and return the position description of Senior Operations Assistant.

Where backpayment applies, Workforce Systems will progress in line with statutory requirements (i.e. six (6) years). This will apply from date of completion of review on 3 September 2018.

Workforce Systems alerts will be implemented to ensure that progression to senior status is identified at the time it is due in future cases. A competency checklist has been developed for Managers to complete the assessment progression to senior status for Operations Assistants and will be available to Managers for the purpose of future assessments.

Please do not hesitate to contact me if you have any queries on telephone (02) 6620 2349 or NNSWLHD-Industrial@health.nsw.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'LW', is positioned above the printed name.

Lynne Weir
Director of Clinical Operations