

CHANGE IMPACT STATEMENT - TEMPLATE

Campus	Albury Wodonga Health – all campuses
Department (if applicable)	N/A
Program	N/A
Brief Description of the Change proposal Can be change in program, production, organisation, physical workplace, workplace arrangements, or structure or technology significantly impacting staff	To enhance workplace safety by amending the current AWH Alcohol and Other Drugs Procedure, by reducing the acceptable Blood Alcohol Concentration (BAC) limit from 0.05% to 0.00% for all staff to be fit for work.
Current Situation	<p>Within the current AWH Alcohol and Other Drugs Procedure, a breath-test will be considered positive if the test result is greater than 0.05% BAC. If a result greater than 0.05% BAC is returned the test is to be readministered (the second testing) 15 minutes after the initial test.</p> <p>Where the law, a local work procedure, a clinical guideline or policy for a craft group or profession, or any other regulatory instrument imposes a more stringent requirement to an employee in any particular situation, such as a 0.00% BAC, then this more stringent requirement applies under the procedure and overrides the cut off level otherwise provided for.</p>
Proposed Situation <i>This is the what, when and who.</i> Where the change is to rosters or hours of work: <ul style="list-style-type: none"> Describe the nature of the change and when it is proposed to commence; Address health and safety impacts including fatigue. 	<p>Consultation with the AWH Work Health and Safety Committee at its meetings on 20 June 2024 and 25 July 2024 indicated an almost unanimous position for a change to the Alcohol and Other Drugs Procedure to establish for all staff a 0.00% BAC requirement for staff to be fit for work. This Change Impact Statement has been developed in direct response to this position.</p> <p>It is proposed to implement a reduction of the BAC level from the current limit of 0.05% to 0.00% for all employees to be considered to be fit for work.</p> <p>To support this change, AWH would implement support resources about the effects of alcohol consumption and how long it typically will be detected in the blood of the human body.</p>
Benefits of proposed change <i>This is the why.</i> (Cost Savings, etc.)	Having a 0.00% BAC requirement to be fit for work will help ensure that no employee is under the influence of alcohol while performing work duties, reducing the risk of accidents, injuries, or errors due to impaired judgment or motor skills resulting from alcohol impairment.

	<p>By setting the BAC limit to 0.00%, the policy leaves no room for ambiguity or misinterpretation. Employees will be aware that any alcohol consumption that results in the detectable presence of alcohol when performing work duties will render them unfit for work.</p> <p>A 0.00% BAC limit promotes a culture of responsibility and accountability in the consumption of alcohol so far as it may impact fitness for work.</p> <p>A 0.00% BAC limit aligns with best practices and AHPRA regulatory requirements.</p>
<p>Potential effects on employees</p> <p>Could include, but not exclusive to:</p> <ul style="list-style-type: none"> • Positions terminated • Change in size, composition, operation or skills required, • Change in hours worked or reduction in pay; • Changes to classification, position description or reporting lines; • Need for retraining or relocation to another site or other work; • Removal of an amenity; • Removal or reduction in job opportunities, promotion opportunities or job tenure; • Change to rosters or hours of work. 	<p>Employees will need adjust their alcohol consumption to ensure that they meet the 0.00% BAC when commencing and during operational work duty.</p>

<p>Wellbeing & Safety impacts on employees (including Occupational Violence & aggression implications for employees)</p> <p>Where an OHS, safety, wellbeing or OVA is identified, a risk assessment of the potential effects of the changes on health and safety of employees should be undertaken in consultation with HSR's and the proposed mitigation actions which will be implemented to prevent such effects.</p>	<p>Change can be unsettling, and so AWH is making Glenda Beecher (Glenda.beecher@awh.org.au) available to answer staff questions during the consultation process. In addition, support outside the team is available from:</p> <ul style="list-style-type: none"> - AWH Health and Wellbeing team - available during working hours – contact wellbeing@awh.org.au or 02 6051 7480 - Acacia – AWH Employee Assistance Program which provides external confidential professional counselling to all staff at no cost – available 24/7 - call 1300 364 273
<p>Measures to mitigate effects on employees</p> <p>Outline the measures which will be taken to mitigate or avert the effects of the proposed change. For example:</p> <ul style="list-style-type: none"> • Redeployment; • Retraining; • Salary maintenance; • Job sharing; • Maintenance of accruals. 	<p>AWH would implement support resources about the effects of alcohol consumption and how long it typically will be detected in the blood of the human body.</p>
<p>Communication Plan - Notification to affected employees on proposed change.</p>	<ol style="list-style-type: none"> 1) Email outlining proposed change. 2) Information sessions to discuss proposed change. 3) Time to respond to proposal. 4) Review of proposal and associated feedback/responses received. 5) Establish final position and implement any changes.
<p>Representation rights</p>	<p>At any time during the consultation process you may involve your union to represent you.</p>

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<p>Learning and Development Plan for effected employees</p> <p>Consideration of whether employees will need to be retrained due to the proposed changes?</p>	<p>N/A</p>
<p>Effect of the proposed changes on other AWH services, employees, Departments or locations?</p>	<p>This will have an effect on all staff in how they are expected to present to work as fit for work.</p>
<p>Timeframes and dates for proposed changes</p> <p>You must check the relevant EBA /Award Clause around consultation and then design a communication timetable not exclusive to:</p> <ol style="list-style-type: none"> 1. Steps 2. Phase 3. Action 4. Timeframe (dates) <p>Carefully follow the timeframes in the EBA/Award Include any details of staff / union consultation conducted to this date.</p>	<p>Change Impact Statement will be provided to all employees and sent to the following on 26 August 2024:</p> <ul style="list-style-type: none"> • Allied Health staff:VAHPA (josie.ackerman@vahpa.asn.au), HSU (info@HSU.asn.au), • Nursing staff: ANMF (shiggs@anmfvic.asn.au and records@anmfvic.asn.au), NSWMA (mdoherty@nswnma.asn.au and gensec@nswnma.asn.au) • Medical specialists: AMA (ama@ama.com.au), ASMOF (asmof@asmof.org.au). • Managers and Administrators: HWU (info@hwu.org.au) and HSU (Sam.oram@hsu.asn.au). • Medical scientist and psychologists: MSAV (enquiry@msav.org.au) and HSU (sam.oram@hsu.asn.au). • Mental Health – HACSU (ciroc@hacsu.asn.au) and HSU (sam.oram@hsu.asn.au). <p>Written response to the proposal from the affected employees and /or unions is due by 9 September 2024.</p> <p>Consultation meetings will take place between 9 September 2024 and 23 September 2024.</p> <p>If relevant, AWH to respond to feedback after 23 September 2024. Alternative proposal from affected employees and/or unions due by 7 October 2024.</p> <p>AWH to consider any alternate proposals, consult further if applicable and advise the outcome of the consultation after 7 October 2024.</p> <p>The outcome will be communicated to affected employees and the unions.</p>

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Attachments Include any other written material relevant to the reasons for the proposed change (such as consultants reports, before and after org charts), excluding material that is Commercial in Confidence or cannot be discussed under privacy legislation.	Alcohol and Other Drugs Procedure – with tracked changes indicated the proposed amendments. Worker Alcohol and Other Drugs Policy – for reference purposes only.
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