

**Private & Confidential**

Mr. Gerard Hayes  
Secretary  
Health Services Union  
Level 2, 109 Pitt Street  
SYDNEY NSW 2000  
secretary@hsu.asn.au

Dear Mr. Hayes

I write to inform you of proposed changes to the Bankstown-Lidcombe Hospital Emergency Department Administration Roster.

Following feedback from staff a new line roster has been drafted for the Emergency Department Administration Team.

The change to the Emergency Department Administration Team Roster is anticipated to:

- Ensure staff have been rostered in compliance with the Health Employees' Condition of Employment (State) Award.
- Ensure staff have been rostered as per NSW Health Rostering Best Practice principles.
- Improve the management of work related fatigue.
- Ensure service delivery within approved budgeted staffing levels.
- To provide adequate support to staff during times of high activity.

Staff impacted by the change have been advised and invited to provide feedback.

To ensure the proposed changes have the input of the Health Services Union and its members I am writing to invite you to provide any comments regarding the proposed changes that you wish to make. Please provide these comments within two weeks of the date of this letter. Please provide comments to Ms. Jennifer Assaf, A/Director of Corporate Services on [Jennifer.Assaf@health.nsw.gov.au](mailto:Jennifer.Assaf@health.nsw.gov.au).

Should you have any enquiries or wish to discuss the changes please contact Ms Assaf on 9722 8575.

Yours sincerely



Peter Rophail  
**General Manager**  
**Bankstown-Lidcombe Hospital**  
Date: 02 June 2023

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

**Bankstown-Lidcombe Hospital**  
Eldridge Road, Bankstown, NSW  
Tel: 612 9722 8000 Fax: 612 9722 8570

**South Western Sydney Local Health District**  
ABN 46 738 965 845  
Liverpool Hospital Eastern Campus

**Correspondence**  
Locked Mail Bag 1600, Bankstown, NSW, 2200  
Email: [SWSLHD-BankstownGeneralManagersUnit@health.nsw.gov.au](mailto:SWSLHD-BankstownGeneralManagersUnit@health.nsw.gov.au)  
Website: <https://www.swslhd.health.nsw.gov.au/Bankstown/>

Locked Bag 7279 Liverpool BC 1871  
Tel: 612 8738 6000 Fax: 612 8738 6001  
Email: [SWSLHD-ESU@health.nsw.gov.au](mailto:SWSLHD-ESU@health.nsw.gov.au)