

Mr Gerard Hayes  
Secretary  
Health Services Union NSW/ACT/QLD  
Locked Bag 3  
Australia Square NSW 1215

c/o: [secretary@hsu.asn.au](mailto:secretary@hsu.asn.au); [Jeremy.Lappin@hsu.asn.au](mailto:Jeremy.Lappin@hsu.asn.au); [Matthew.Ramsay@hsu.asn.au](mailto:Matthew.Ramsay@hsu.asn.au)

Private and confidential

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Re: Notification of Workplace Change – Patient  
Support Services, John Hunter Hospital

20 June 2024

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Dear Mr Hayes,

I am writing to advise you of HealthShare NSW's proposal to implement permanent changes to the standard shift pattern within various areas serviced by Patient Support Services, at John Hunter Hospital. These areas include the CSD/Formula Room, Offices on the Hill – District Headquarters, Brain Injury Clinic and all areas serviced by the overnight cleaning staff.

This change proposal is following identification of the roster arrangements failing to meet the meal break conditions of the Health Employees' Conditions of Employment (State) Award requirements.

Specifically, the standard shift pattern change will impact staff members as follows:

**CSD/Formula Room** (3 staff members)

**Weekend**

**Current rostered start and finish time** – 6:00am Start and 1:00pm Finish

**Proposed rostered start and finish time** – 6:00am Start and 1:30pm Finish (inclusive of 30 minute unpaid meal break)

**Offices on the Hill – District Headquarters** (1 staff member)

**Current rostered start and finish time** – 6:00am Start and 12:00pm Finish

**Proposed rostered start and finish time** – 6:00am Start and 12:30pm Finish (inclusive of 30 minute unpaid meal break)

**Brain Injury Clinic** (1 staff member)

**Monday**

**Current rostered start and finish time** – 6:00am Start and 1:00pm Finish

**Proposed rostered start and finish time** – 6:00am Start and 1:30pm Finish (inclusive of 30 minute unpaid meal break)

**Overnight Cleaners**

**Position 147** (2 staff members)

**Current rostered start and finish time** – 2:00am Start and 10:00am Finish

**Proposed rostered start and finish time** – 1:30am Start and 10:00am Finish (inclusive of 30 minute unpaid meal break)

**Position 148** (2 staff members)

**Current rostered start and finish time** – 12:00am Start and 8:00am Finish

**Proposed rostered start and finish time** – 11:30pm Start and 8:00am Finish (inclusive of 30 minute unpaid meal break)

A review of current rostered start and finish times will occur to ensure all positions within the Patient Support Services Department are rostered a 30 minute unpaid meal break, in line with the relevant Award requirements.

A notification meeting will be held on 27 June 2024 at 9:00am at JHH Large Lecture Theatre to announce the planned alteration to the standard shift pattern to impacted staff (9), and the HSU are welcome to attend. Please let me know if a Union Organiser will be attending the meeting.

HealthShare NSW is committed to consultation with HSU and our staff of the impact of this change, therefore if you have any questions please contact me on the details below or Tiffany Hale, HR Business Partner via [Tiffany.Hale@health.nsw.gov.au](mailto:Tiffany.Hale@health.nsw.gov.au) or 0437634595.

Yours sincerely

A handwritten signature in black ink, appearing to read "KI", written over a light blue horizontal line.

**Kate Ireland**

A/ Operations Manager, Patient Services and Planning

John Hunter Hospital

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