

Gerard Hayes  
General Secretary  
Health Services Union (HSU)  
SYDNEY NSW 2000

Via email: [gerard.hayes@hsu.asn.au](mailto:gerard.hayes@hsu.asn.au)  
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**Notification of implementation of rotating roster for Hornsby Ku-ring-gai Hospital  
(HKH) Switchboard**

Dear Mr Hayes,

I am writing to inform you of the implementation of the rotating roster for Switchboard staff at HKH. Below is a summary of our plans and impact on staff.

**Rotational Roster**

To date, informal agreements have been in place in the allocation of rostering shifts. A review of the allocation of shifts has resulted in the reinstatement of equitable allocation of full time and part time staff to the rotating roster pattern.

As per Clause 4 (iii), the hospital would like to discuss this with the Health Services Union. The Award and position description enable this to occur. It is proposed that the 7 day, 24 hour rotating roster will commence in April 2022 with staff being requested to work no fewer than two night shifts per roster period. Shift penalties will be paid as per Clause 11 (ii) of the Health Employees' Conditions of Employment (State) Award.

**Shift times**

There are no proposed changes to shift start and finish times from those agreed in April 2020 following consultation with staff and the HSU.

We welcome your feedback on these proposed changes via email or via a face-to-face meeting. Written feedback should be emailed through to Mr Collins Boykin, HR Business Partner at [Collins.Boykin@health.nsw.gov.au](mailto:Collins.Boykin@health.nsw.gov.au) or please call me on 9763 3560 to arrange a suitable time to meet.

**We request feedback to be received within two weeks from the date of this letter.**

Yours sincerely

*Tim S. Heath*

Tim Heath  
Corporate Services Manager  
Hornsby Ku-ring-gai Hospital  
Date: 14 February 2022.

*Northern Sydney Local Health District is located on the traditional lands of the Eora Nation*