

PRIVATE & CONFIDENTIAL

25 October 2024

Gerard Hayes
Secretary
Health Service Union
Level 2, 109 Pitt Street
Sydney NSW 2000

By email: info@hsu.asn.au

Dear Mr Hayes

Re: North West Cancer Centre – Proposed Change to Rostered Hours Radiation Oncology Department

I write in relation to a proposal to change the Rostered Hours for the North West Cancer Centre (NWCC) Radiation Oncology Department located at Tamworth Hospital.

The Radiation Oncology Department provides essential radiotherapy treatment, a valued and critical clinical service for patients in our community requiring this type of cancer treatment. To ensure maximum availability of this service to patients it is proposed to extend the treatment day by two hours per day. It is also proposed to operate the equipment for two to three hours on alternate Fridays to better suit the needs of patients requiring hypo-fractionated courses of treatment.

To support the change in treatment hours from 8am – 4pm, to 7.30am – 5.30pm and some treatment on alternate Friday mornings, the following changes to the Rostered Hours are proposed:

Classification	Current shift times	Proposed shift times
Radiation Therapists (RTs)	<p>8am – 4.30pm for all but one position.</p> <p>When busy there are currently times when several staff are rostered on 8.30 – 5pm shift, or 9am – 5.30pm shift.</p> <p>One staff member has 7am to 3.30pm shift, as is responsible for daily Quality Assurance on machines, called ‘run up’. This shift rotates amongst the treating team members.</p> <p>Currently all the staff have the same day off, usually the second Friday of the pay period.</p>	<p>6.00am – 2.30pm as first shift, through and up to latest shift of 9.30 to 6pm shift. Rostering will be within current day shift hours.</p> <p>RTs will continue to work a 9-day fortnight, 70 hrs per fortnight.</p> <p>The rostered day off will change so that staff are not all rostered off duty on the same day. Staff will continue to be able to have their day off rostered around the weekend if they so wish. The agreed day off is expected to be consistent throughout the year.</p>
TE-SETEC	7am – 3.30pm,	6.00am to 2.30pm. May be times when rostered to commence at 6:30am.

		Rostering will be within current day shift hours.
Administration support	8am – 4.30pm	One shift 7.30am start and the other 9am start at the latest. Other start times between these times may be required and will be discussed with staff on a regular basis. Rostering will be within current day shift hours.
Medical Physicists	8.30am – 5pm	9am, 9.30am, or 10 am start. Rostering will be within current day shift hours.
Nursing	8am or 8.30am starts	7.30am start through to 9.00am start. Rostering will be within current day shift hours.

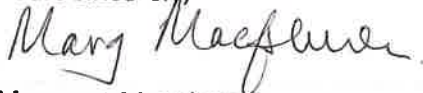
Staff consultation has occurred in relation to the proposed changes to the Roster, including a whole of Department meeting with staff on 22 October 2024.

Additional staff resourcing has been funded and recruited to extend the hours of operation of the department. This included 4 FTE additional radiation therapists including 1 FTE Senior Radiation Therapist, 0.26 Registered Nurse and 0.14 Administration Officer.

The changes are planned to commence from 1 January 2025. We would like to move forward with the proposal as soon as possible, and your response would be appreciated by Friday 16th November 2024.

Should you wish to discuss this matter further or require further details, please contact my office on 02 6767 7791.

Yours sincerely,



Margaret Macpherson
Operations Manager,
North West Cancer Centre

Cc

Ms Susan Penny, Senior HR Business Partner, R&R Human Resources
Ms Yvonne Patricks, General Manager, Tamworth Hospital.