



**LEGISLATIVE ASSEMBLY**  
FOR THE AUSTRALIAN CAPITAL TERRITORY

**QoN No. 53**

STANDING COMMITTEE ON HEALTH AND COMMUNITY WELLBEING  
Mr James Milligan MLA (Chair), Mr Michael Petterson MLA (Deputy  
CHAIR)

Inquiry into Annual and Financial Reports 2022–2023  
Question on Notice (Committee)

Asked by: **MS LEANNE CASTLEY MLA**

Addressed to: Minister for Health

Reference: Annual Reports - CHS and ACT Health

Hearing Date: 16/11/2023

In relation to: Staff Rosters

Question Lodgement Date: 21/11/2023

- 1) Can you please outline the rostering practices in CHS for:
  - a) Nurses
  - b) midwives and
  - c) other front line workers
- 2) How much advance notice is given for rosters for:
  - a) Nurses
  - b) midwives and
  - c) other front line workers
- 3) Does CHS plan on giving advance notice to nurses, midwives and other frontline workers for their rosters over the Christmas/New Year period - noting we are only 35 days away from Christmas?
  - a) Receiving this information early would go a long way in supporting all frontline workers manage family priorities over the holiday period; is this taken into account in your workforce strategy and being an employer of choice?

**MINISTER STEPHEN-SMITH MLA:** The answer to the Member's question is as follows:

1)

- a) and b. the rostering practices are covered by the following clauses in the current ACT Public Sector Nursing and Midwifery Enterprise Agreement 2020-2022 available here - [https://www.cmtedd.act.gov.au/\\_data/assets/pdf\\_file/0007/1891447/ACTPS-Nursing-and-Midwifery-Enterprise-Agreement-2020-2022-FINAL.pdf](https://www.cmtedd.act.gov.au/_data/assets/pdf_file/0007/1891447/ACTPS-Nursing-and-Midwifery-Enterprise-Agreement-2020-2022-FINAL.pdf)
- 68. Standard Day, Evening and Night Shifts
  - 69. Non-Standard Shifts
  - 71. Rostering
  - 72. Rostering Practice
  - 73. Accrued Days Off (ADO)
  - 74. Workload Management
  - 75. Nursing Hours Per Patient Day (NHPPD)
  - 76. Staffing Levels
  - 96. Rostered Extra Shifts Performed by Part-time Employees
  - Schedule 7 Guidelines for Allocating and Scheduling Annual Leave
  - Schedule 8 Rostering Guidelines and Efficiencies
  - Schedule 9 Staffing Resources Protocol
  - Schedule 10 (Mandated Minimum Nurse/Midwife-to-Patient Ratios)
- c) The rostering practices for other frontline health workers are covered by the following enterprise agreements.

The rostering practices for employees covered by the ACT Public Sector Health Professionals Enterprise Agreement 2021-22 available here - [https://www.cmtedd.act.gov.au/\\_data/assets/pdf\\_file/0006/1900734/ACT-Public-Sector-Health-Professional-Enterprise-Agreement-2021-2022-FINAL.pdf](https://www.cmtedd.act.gov.au/_data/assets/pdf_file/0006/1900734/ACT-Public-Sector-Health-Professional-Enterprise-Agreement-2021-2022-FINAL.pdf). As noted in the following clauses:

- B5 – Hours of work for non-shift workers
- B6 – Hours of work for shift workers
- B8 – Accrued days off (ADOS)
- F11 – Christmas Shutdown
- S6 – Tea breaks for ward services
- Q14 – Rostering Guidelines
- Q15 – Rostering Practices

The rostering practices for employees covered by the ACT Public Sector Medical Practitioners Enterprise Agreement 2021-2022 available here - [https://www.cmtedd.act.gov.au/\\_data/assets/pdf\\_file/0018/1900800/ACT-Public-](https://www.cmtedd.act.gov.au/_data/assets/pdf_file/0018/1900800/ACT-Public-)

[Sector-Medical-Practitioners-Enterprise-Agreement-2021-2022-FINAL.pdf](#). As noted in the following clauses:

- 17. Hours of Work – Medical Officers
- 18. Meal Break
- 19. Rostering Practice for Medical Officers
- 21. Make-up Time – Medical Officers
- 22. Casual Employment Arrangements
- 23. Hours of Work – Senior Medical Practitioners
- 35. Payment for shift workers– Senior Medical Practitioners
- 41. Payment for Public Holiday Duty
- 42. On-call and Recall Arrangements – Medical Officers
- 43. On-call and Recall Arrangements – Senior Medical Practitioners
- 88.7 - 88.8 Annual leave
- 130.9 Consultation on Changes to Regular Rosters or Ordinary Hours of Work

2)

- a) and b) The advance notice given for rosters is 28 days as noted in clause 72 of the ACT Public Sector Nursing and Midwifery Enterprise Agreement 2020-2022.
- c) The advance notice given for rosters is 14 days as noted in clause B6.8 of the ACT Public Sector Support Services Enterprise Agreement 2021–2022.

The advance notice given for rosters is 14 days as noted in clause Q15.2 of the ACT Public Sector Health Professionals Enterprise Agreement 2021-2022.

The advance notice given for rosters is 14 days as noted in clause 19 of the ACT Public Sector Medical Practitioners Enterprise Agreement 2021-2022.

- 3) Yes, advance notice will be given in accordance with the provisions in the Enterprise Agreement.

Some individual divisions and units may elect to provide rosters further in advance to guidelines set out in the Enterprise Agreements, to provide this level of detail would be an unreasonable diversion of resources.

- a) Yes.

Approved for circulation to the Standing Committee on Health and Community Wellbeing

Signature:



Date: 17/12/23

By the Minister for Health, Ms Rachel Stephen-Smith MLA

