

Community and Public Sector Union

CPSU (State Public Services Federation Tasmania) Inc. - CPSU (SPSF Group, Tasmanian Branch)

File

Friday, 7 February 2014

Wendy Rowell
Group Manager Clinical Support & Director Allied Health
Royal Hobart Hospital
48 Liverpool Street
HOBART TAS 7000

Dear Ms Rowell,

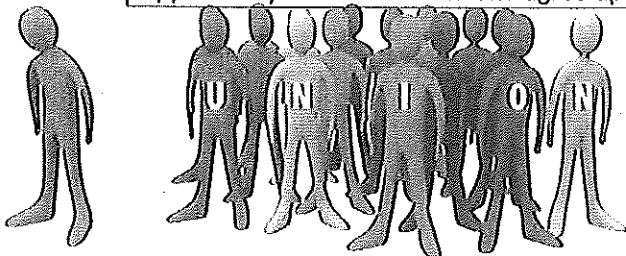
Re: Outcome of Pathology Services CPSU Member Meeting on the 03.02.14

I write in reference to the 3pconsulting RHH Pathology Services Workplace Audit. Whilst the union understands the Department need time to consider the recommendations made in Audit there has been considerable history to these issues and our members are very keen to see action taken as soon as practicable.

To assist in this process CPSU Members of Pathology Services at the Royal Hobart Hospital met on Monday the 3rd of February to consider the recommendations and to suggest actions and timeframes they consider would be reasonable.

CPSU Members considered the recommendations and developed the following plan for their implementation.

Recommendation	Action
Review the currency and appropriateness of workplace bullying policies, and develop a concise and reader friendly document tailored specifically to Pathology Services, which provides an overview of workplace bullying and harassment policies and processes. This should be distributed to all staff, and displayed in the workplace.	CPSU Members indicated this should be achieved by the 3 August 2014 and that CPSU Members be consulted in the development of the documents.
Provide training to all staff on bullying and harassment. In addition, provide training to staff with line management responsibilities on how to deal with allegations of bullying.	CPSU Members indicated that this training should be provided by 21 March 2014
Develop a strategic plan for Pathology Services is an urgent priority. Develop communication and behaviour protocols for Pathology Services through a consultative process that all staff have the opportunity to contribute to and agree upon	CPSU Members indicated they should be provided draft Strategic Plan by the 5 May 2014. CPSU Members agreed that they will be provided with a report on the progress of setting up focus groups to develop protocols by 3 March 2014.



CPSU MEMBERS DON'T STAND ALONE

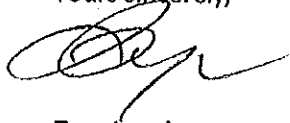
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<p>Conduct a review of the organisational structure, with a view to streamlining and clarifying it. This should include reviewing the roles of managers and senior scientists and determining whether all these positions should be responsible for both people management issues and technical or clinical management issues. Separation of clinical management/clinical governance from people management would provide an avenue for streamlining and improving the capacity of Pathology Services to manage a whole range of people and performance issues.</p>	<p>CPSU Members indicated they expected to be provided draft Terms of Reference for the Review by the 17 March 2014 for consultation and that this Review should be completed by 3 August 2014</p> <p>CPSU Members further agreed that this recommendation should be carried out as a review and not done internally by Pathology Management as suggested by THO South.</p>
<p>Establish a change manager/organisational development specialist role at a senior level within Pathology Services, on an 18 month – two year fixed term basis.</p>	<p>CPSU Members would like an update on this role by 3 March 2014.</p> <p>CPSU Members further agreed that they do not accept budget constraints as an appropriate reason for this position not being established.</p>
<p>Focus explicitly on people management within Pathology Services, and ensure the structure and personnel is based on contemporary people management practice</p> <p>Ensure each staff member has a current and clearly defined position description.</p> <p>Incorporate core management and leadership competencies into the criteria for senior roles in Pathology Services, in particular:</p> <ul style="list-style-type: none"> o Managing self and personal skills o Providing direction o Facilitating change o Working with people. <p>Put in place processes which ensure each staff member has a performance review at least annually</p>	<p>CPSU Members consider these recommendations to be interlinked with the solution as per below:</p> <p>CPSU Members want to see a schedule of times for a PDA for all Pathology Departments by the 3 March 2014.</p> <p>CPSU Members also want required staff to have training scheduled on how to conduct a PDA by the 3 March 2014.</p>
<p>Ensure the ethical framework and clinical governance framework for Pathology Services is clearly understood by all staff, and is reviewed and discussed regularly in staff teams.</p>	<p>CPSU Members agree that they should be briefed on the ethical framework and clinical governance framework by the 3 June 2014.</p>

We would appreciate your feedback on these proposed actions and timelines. The union has committed to providing members with an update so a response by 21 February would be appreciated. Members also asked that I indicate that once we all have an understanding of the actions and timelines that will apply to the implementation of the recommendations we will be expecting they be met.

If you require further clarification or would like to discuss any of these issues please contact our organiser Nick Duncombe on N.Duncombe@tas.cpsu.com.au or (03) 6234 1708.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Tom Lynch', written in a cursive style.

Tom Lynch
General Secretary
CPSU (SPSFT) Inc.