Important information for nurses & midwives regarding your 2016 Enterprise Agreement.
This booklet contains essential information for nurses, midwives and AINs on the proposed Nurses and Midwives Agreement 2016 for the next 18 months.

This booklet can be accessed by all ANMF (Tas Branch) members who have identified that they are working in the public sector as their primary or secondary workplace. It can also be downloaded from our website at www.anmftas.org.au

For more information please contact either your Worksite Representative or call the Australian Nursing and Midwifery Federation (Tasmanian Branch) on (03) 6223 6777 or email enquiries@anmftas.org.au

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A message to our members

ANMF have been involved in negotiations for a new Enterprise Agreement since October 2016. Members endorsed and commenced an industrial campaign in December and, as a direct result of your support, a formal offer from Government was made. This month, the offer was presented to members in the form of a ballot. With a clear majority in favor of the agreement, ANMF will now proceed to register the offer.

This offer addresses most of our claim and specifically enables a hybrid staffing model to be developed which encompasses ratios and important aspects of the current model, Nursing Hours per Patient Day. Addressing safe patient care through safe staffing levels and improvements in a range of conditions aims to improve retention and recruitment of nurses and midwives in Tasmania.

The purpose of this booklet is to provide a further briefing to members in addition to the membership meetings, about the proposed Agreement. In brief, your action has led to a final proposal which includes:

- An eighteen month Agreement, Dec 2016 to 30 June 2018 with a clause to enable bargaining to commence for the new Agreement 3 months prior to expiry. A 2% pay increase for FFPP 1 December 2016 and 2017.
- Ratios – a review of the current NHPPD and ratio framework to develop a hybrid staffing ratio model for Tasmania.
- Implementation of Associate Nurse Unit Managers (Grade 5) on all wards/units on all shifts. To be recruited after one month of registering the new Agreement.
- Career Structure – review of pathways for nurse educators, research nurses and nurses working in primary health. To include revised classification descriptors within 6-12 months of new Agreement and a scoping of the role of Advanced Enrolled Nurses. The Grade 7–9 descriptors and matrix to be reviewed and registered.
- On call arrangements improved to include a callback for nurses/midwives rostered on call and required to work greater than one hour overtime at the end of their shift; an eight hour break at the end of the call back period and a higher callback allowance for employees who have been rostered greater than 250 hours of on call.
- Professional Development Allowance to be doubled for full time staff to $650 per annum and to be paid in full to part time staff working greater than 0.4 FTE. Employees working less than 0.4 FTE will receive $325 pa.
- Nurses/Midwives at Grade 3, Year Four will now be able to apply to progress to Grade Four.
- Grade 3 Nurses/Midwives will also have the “In Charge” allowance increased to $23.20 per shift. Grade 4 nurses, if the only Grade 4 RN on duty (in the absence of a Grade 5 nurse) will be entitled to this increased allowance from 1 July 2017.
- Family Violence Leave of 10 paid days with further access to Carers leave.
- Maternity leave to increase from 12 to 14 weeks in the Award and Partner leave to increase from one day to five days with immediate access to 2 weeks accrued leave.
Bereavement leave extended to include compassionate leave to enable employees to support immediate family members who are experiencing life threatening illness and injury (not only after death).

Lactation breaks and facilities to be provided for parents in all workplaces.

Annual leave may be taken at employees request, at a higher rate than contracted hours and excess leave may be cashed out (provided a minimum of 4 weeks leave is retained).

Two full consecutive days off must be rostered after night duty. These shall commence after a sleep day, which is the day finishing shift. Overtime rates to apply if this is not observed (except by request).

Paid Study Leave (as per current policy) will be included in the Award to support further study including EN conversion to RN and post graduate study.

Wet weather gear to include a warm, waterproof jacket and protective outdoor clothing for community and outreach nurses and midwives.

Medical Certificate free days to be counted as five shifts and not 38 hours (ie 7.6 hours days x5).

Enrolled Nurse who upgrade to RNs will commence at Grade 3, Year 3.

Remote Provisions for King and Flinders Islands to be included in Award by February 2017 with West coast consideration within 6 months.

Community Mental Health Multidisciplinary allowance to ensure all nurses working in multidisciplinary teams receive allowance under clause 22.4 of Agreement.

Commitment to additional graduate Nurse positions in 2017.

Midwifery Group Practice – separate Agreement is to be registered by 31 March 2017.

Without your active campaigning and support, I do not believe that the Tasmanian Government would have made this offer.

I would like to take this opportunity to thank all our members for their strong and vocal campaigning during this process. In particular, thank you to all our local ANMF Representatives and our articulate and passionate ANMF EBA negotiating team who presented compelling arguments on your behalf and worked well with the ANMF (Tas Branch) staff during this period.

I would encourage you to read the information within this booklet and assess the proposal in order to assist you to make an informed decision when voting in the ballot.

Yours sincerely,

Neroli Ellis
Branch Secretary
Formal offer

Nurses and Midwives Agreement 2016 — The following is the amended formal offer approved by government for Nurses, Midwives and AIN’s.

Period of Agreement
The Agreement expires on 30 June 2018 with negotiations to commence for the next Agreement 3 months prior to this expiry. It is proposed that the Agreement will be registered in the Commission in January, conditional on the outcome of the ANMF ballot process.

Salary Increases
2% per annum commencing on the first full pay period on or after (FFPPOOA) 1 December 2016 which is the fortnight commencing 4 December 2016; and
2% per cent per annum commencing on the FFPPOOA 1 December 2017.
Pending registration of the Agreement, actual payment would be made in two stages (1) adjust salaries and allowances then (2) pay back pay.

Introduction of the Associate Nurse Unit
An Associate Nurse Unit Manager (ANUM) will be introduced on all wards/units for all shifts. The ANUM will replace the in charge nurse (or clinical coordinator). The introduction of the ANUM will be “FTE neutral”
The ANUM is a key position and will be classified as Grade 5.
The parties will work collaboratively to develop the full ANUM classification descriptors within 1 month and register them in the Award/Agreement.
Move immediately after above (after 1 month) to commence to recruit and appoint ANUMs.

NHpPD and Ratios
It is recognised that while the NHpPD model provides flexibility to respond to changing acuity, it can be hard to understand and monitor on a daily basis. There is a commitment to review a ratio model along with the NHpPD and associated business rules, collaboratively with the unions (Working Group) to capture the advantages of the current NHpPD model with the ease and simplicity of a daily ratio model. This review will be completed prior to 30 October 2017 and commence no later than one month after registration of the Agreement.
This is of significant importance to all parties given the need to match clinical services with safe staffing. Any agreement by the Working Group will require the agreement of the CEO. Agreed recommendations from the review will be made to the Governing Council through the CEO before 1 November 2017 and the agreed model will be implemented over the life of the Agreement.
In the meantime NHpPD will continue within the present Agreement.

Classification Structure
In addition to ANUMs above, review of classification standards for other Grade 5s to delineate Clinical Nurse Specialists and Clinical Co-ordinator/ANUM within 1 month and register in an Award/Agreement.
During the first 6 months of the Agreement, the parties commit to review the role and career structure for Nurse Educators, Research Nurses and Advanced Enrolled Nurses, to meet the future needs of the Health System.
During the first 12 months of the Agreement, the parties commit to review the role and career structure for Primary Care Nurses to meet the future needs of the Health System.

During the change process to move to new THS and DHHS structure the classification descriptors of Grades 7–9 will be reviewed by the parties. Classification Descriptors will be amended as necessary to support these reviews within the timeframes indicated and registered in Award/Agreement.

On Call arrangements

We recognise the need to increase the pool of on call nurses in specialty areas and will work with nursing leadership and the unions to consider ways to achieve a higher per hour rate based on the same differential for Nurses with higher on-call requirements. (REFER below).

Call back will be paid to Nurses/midwives who are rostered on call but required to continue work on overtime for greater than one hour at the end of the rostered shift will be entitled to a call back payment. Noting it would not be the intention (see below) to roster on call in this situation other than by exception

Agree that breaks under the Award apply from the finish of actual call back, except where call back is continuous with the commencement of the next shift where the employee will finish that shift early as per Award entitlements

A Working Group will report on good rostering practice and use of on call within 6 months - this will include not being on call following a normal roster and in addition to current entitlements establishing a higher on call rate or allowance to apply to employees who are rostered on call in excess of 250 hours per annum.

Professional Development Allowance

That professional Development Allowance will increase from $325pa pro rata to a flat $325pa for employees working up to and including 30.1 hours per fortnight over a year (0.4 FTE) and a flat $650 pa for employees working greater than 30.1 hours per fortnight over a year.

Access to RN Grade 4

Enable RN Grade 3 Year 4 to apply for Grade 4 level against the established assessment and capability requirements.

Family Violence Leave

Family Violence Leave as follows to be included in the Award:

• 10 days paid leave for those affected by family violence
• A discretion for the Head of Agency to approve further leave
• Access to Carer’s Leave to support victims of Family Violence.

This will be supported by a revised Employment Direction to cover training and support to victims.

Maternity Leave

Increase paid maternity leave from 12 to 14 weeks in the Award.

Partner Leave

In the Award increase paid leave upon the birth or adoption of a child from 1 day to 1 week and an entitlement for a further 2 weeks leave through accrued leave or Leave Without Pay
Bereavement and Compassionate Leave
Expand the definition in the Award to allow leave for when close family members suffer life threatening illness or injury.

Lactation Breaks and Facilities
Provide suitable facilities and reasonable access to these facilities for parents in the workplace.

In Charge Allowance
Allowance for Grade 3 nurses/midwives and Grade 4 nurses/midwives (where only Grade 4 on shift) to increase to $23.20 per hour. With effect from 1 July 2017 (FFPPCOOA).

Midwifery Group Practice
Separate Agreement initially in relation to arrangements (but no agreement to 9% pa increase). This will be completed by 31 March 2017 and Agreement registered immediately thereafter.

Award Changes
The following changes will be made separately to the Award:

Cash Out of Excess Annual Leave
The ability for employees to cash out excess annual leave (wording of clause to be finalised recognising differences for Nursing workforce.

Access To Leave For Part-Time Employees
Part time employees will be able to access leave at full time or increased hours by election. For example a 0.6 will be able to make an application for leave at 76 hours per fortnight instead of 45.6 h/ft.

Consecutive Days Off After Night Shift
Consistent with safe roster guidelines, nurses and midwives should receive 2 full days off after a night shift before beginning their next shift, with day on which night shift concluded is a sleep day not a day off. Overtime rates will be paid where this is not observed. This will not apply in the case of employee election or swapped shifts.

Paid Study Leave/Study Assistance:
The key elements (entitlements such as number of days) of the study assistance policy, including paid days for leave, be included in the Agreement.

Wet Weather Gear:
To ensure there is no ambiguity the current provision in the Award shall be amended to;

6. Provision of uniforms, uniform allowance, laundering and equipment
(a) Employees who provide direct care and who are required to wear a uniform are to be provided with six items of uniform with community and outreach nurses to receive an additional item consisting of a warm windproof jacket. Good quality outdoor wet weather protective clothing is to be provided. Replacement of uniform items is to be through “normal wear and tear”.

Personal Leave
Non-certificated personal leave to be calculated “as per shift”.

Formal offer
Enrolled Nurse Career Progression
and Upgrading

Enrolled Nurses career progression and upgrading to RN will commence at Grade 3 Year 3 to be included in Agreement (subject to satisfaction of appointment requirements (i.e., reflects present custom and practice).

Remote Provisions

The provisions for the Islands (King and Flinders) will be reviewed with a commitment for reasonable costs and incentives to be included in the Award/Agreement. This will consider standard provisions in other awards and be completed by 27 February 2017.

A further review of conditions associated with the West Coast will occur within 6 months.

Community Mental Health
Multidisciplinary allowance

Clarification on nurses working under terms stated in clause 22.4 of NM Agreement 2014 – adhere to intent by reviewing new position that comply with 22.4.

Non-Industrial Agreement or Award:

Graduate Recruitment (non-industrial agreement or award matter)

Employer is committed to increase Graduate numbers intake in 2017. Actual numbers are being finalised. Not an Agreement matter, however, indicates commitment to increasing intake.

Next steps

- Conditions in the proposed new Agreement have been endorsed “in principle” at state-wide ANMF membership meetings prior to Christmas and the Government has been notified.
- ANMF surveyed all public sector members in January and a majority vote in favor of the agreement was made.
- The new Agreement will be registered in the Tasmanian Industrial Commission and backpay to 4 December 2016 will be paid.
- Thank you to all members who registered their vote.
# Appendix I

## Proposed salary increases

### Nurses and Midwives (Tasmanian State Service) Agreement 2016

<table>
<thead>
<tr>
<th>Level</th>
<th>Description</th>
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<th>Annual – 1 Dec 2017</th>
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### Scheduled Increases

- 1 December 2016 – 2%
- 1 December 2017 – 2%
## Appendix I

### Proposed salary increases

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<th>Description</th>
<th>Annual – 1 Dec 2016</th>
<th>Annual – 1 Dec 2017</th>
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* The Australian Nursing and Midwifery Federation prepares these pay sheets as a guide to assist members. Whilst we attempt to ensure rates are correct, ANMF does not guarantee and accepts no liability whatsoever arising from or connected to, the accuracy, reliability, currency or completeness of any material.