Sterilising Certificate Allowance - HealthSupport Linen Services

Summary  Sterilising Certificate Allowance - staff members undertaking linen sterilising duties at HealthSupport Linen Service.

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Policy manual  Not applicable

File number  05/591

Previous reference  N/A

Status  Obsolete

Obsolete note  Allowances updated in current Awards - has the support of Annie and other Directors.

Obsolete date  04 September 2017

Functional group  Personnel/Workforce - Conditions of employment, Industrial and Employee Relations

Applies to  Area Health Services/Chief Executive Governed Statutory Health Corporation, Public Health System Support Division

Distributed to  Public Health System, Ministry of Health

Audience  Administration

Secretary, NSW Health
This Policy Directive may be varied, withdrawn or replaced at any time. Compliance with this directive is mandatory for NSW Health and is a condition of subsidy for public health organisations.
STERILISING CERTIFICATE ALLOWANCE FOR STAFF MEMBERS
UNDERTAKING LINEN STERILISING DUTIES AT HEALTHSUPPORT LINEN SERVICES

Agreement has been reached between the Department and the Health Services Union that the Sterilising Certificate Allowance will apply to staff members undertaking linen sterilising duties at HealthSupport Linen Services as follows:

1. The Sterilising Certificate Allowance will be paid to staff members who:
   (a) hold a recognised and accredited certificate, and
   (b) perform sterilising duties at least one day per week.

2. The Allowance will be paid across all Linen Services.

3. The Allowance will be back paid to 1 January 2004 based on a claim of hours worked by any staff member who satisfied the conditions in point 1, as confirmed and approved by the relevant Linen Service Manager.

4. For staff members who have undertaken duties on occasion or relief basis, the Allowance is payable based on an estimate put to the Linen Service Manager by the staff member and then confirmed and approved for payment.

5. Staff members who work less than 1 week in sterilising duties a daily pro-rata allowance at 20% of the weekly allowance is payable.

6. Untrained/uncertified staff members who are undertaking the duties would need to be certified in accordance with a HealthSupport statewide program not extending beyond 12 months. After 12 months those without the certificate could not receive the allowance in accordance with sterilising requirements under Australian standards.

7. The allowance is payable at the weekly rate of $6.50 (as has been the case at Linen Services where it has been maintained), and will not be adjusted for any Award increase rates that would have occurred after 2003.

8. The allowance will be increased by 4% on 1 July 2007 to a rate of $6.76, with future adjustments to be in line with general salary movements for linen service employees.

The Department has made a determination under section 116A of the Health Services Act 1997 that the following rates will apply:

<table>
<thead>
<tr>
<th>Supero Code</th>
<th>Effective First Full Pay Period on or After 1.1.04</th>
<th>Effective First Full Pay Period on or After 1.7.07</th>
</tr>
</thead>
<tbody>
<tr>
<td>585A</td>
<td>$6.50 per week</td>
<td>$6.76 per week</td>
</tr>
<tr>
<td>585B</td>
<td>$1.30 per day</td>
<td>$1.35 per day</td>
</tr>
</tbody>
</table>

The new rates for wages and wage related allowances will be updated in the October 2007 Supero update.
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Title: Sterilising Certificate Allowance for Staff Members Undertaking Linen Sterilising Duties at HealthSupport Linen Services

Supplementation:

The cost of the increased allowances is to be met from within existing resources

Enquiries:

Enquiries should be directed to the relevant human resources personnel in HealthSupport. Only HealthSupport human resources personnel should contact the Department.

Professor Debora Picone AM
Director-General