

Industrial Relations Act 1984
s55 Industrial Agreement

ALLIED HEALTH PROFESSIONALS PUBLIC SECTOR UNIONS WAGES AGREEMENT 2019

Between the

Minister administering the *State Service Act 2000*

and the

Australian Education Union, Tasmanian Branch

Community & Public Sector Union (State Public Services
Federation Tasmania) Inc.

Health Services Union, Tasmania Branch



1 TITLE

This Agreement shall be known as the Allied Health Professionals Public Sector Unions Wages Agreement 2019.

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3 APPLICATION

This Agreement is made in respect of all persons employed as Allied Health Professionals (as specified in Schedule 1 of this Agreement) in the Department of Health (DOH), and the Department of Communities Tasmania (DCT), and all persons employed as Allied Health Professionals (as specified in Schedule 2 of this Agreement) in the Department of Education (DOE), the Department of Justice (DOJ), and the Department of Police, Fire and Emergency Management (DPFEM).

4 DATE AND PERIOD OF OPERATION

4.1 This Agreement cancels and replaces the following agreements:

- (i) Allied Health Professionals Public Sector Unions Wages Agreement 2018 which was registered on 19 August 2019;
- (ii) Allied Health Professionals Public Sector Unions Wages Agreement No.3 2016 which was registered on 21 November 2019;
- (iii) Allied Health Professionals (Tasmanian State Service) Agreement 2014 which was registered on 24 February 2014; and
- (iv) Allied Health Professionals (Tasmanian State Service) Agreement 2012 which was registered on 14 December 2012.
- (v) No employee will be worse off as an unintended result of retiring these agreements.

4.2 This Agreement applies with effect from 1 July 2019 and will remain in force until 30 June 2022.

4.3 The parties agree to commence negotiations for a replacement agreement on or before 30 November 2021.

5 PARTIES BOUND

This Agreement is between the Minister administering the *State Service Act 2000*; Australian Education Union, Tasmanian Branch; Community & Public Sector Union (State Public Services Federation Tasmania) Inc.; and the Health Services Union, Tasmania Branch.

6 RELATIONSHIP TO AWARDS AND AGREEMENTS

This Agreement prevails to the extent of any inconsistency that occurs between this Agreement, the Health and Human Services (Tasmanian State Service) Award, and the Tasmanian State Service Award, or any registered Agreement with the Minister administering the *State Service Act 2000*.



7 SALARY INCREASES

7.1 Salaries will increase as follows

- (i) 2.3 percent per annum with effect from the first full pay period commencing on or after (ffppcooa) 1 December 2019.
- (ii) 2.3 percent per annum with effect from the ffppcooa 1 December 2020.
- (iii) 2.35 percent per annum with effect from the ffppcooa 1 December 2021.

7.2 Schedules 5, 6 and 7 of this Agreement sets out the annual rates of pay effective ffppcooa 1 December 2019, ffppcooa 1 December 2020, and ffppcooa 1 December 2021 for employees covered by this Agreement.

8 COMPETENCY PROGRESSION BARRIER (LEVEL 1-2) – SCHEDULE 1 AND 2

This clause covers Allied Health Professionals contained by Schedule 1 and Schedule 2, excluding Forensic Scientists.

8.1 Competency Progression

- (i) An Allied Health Professional may, after reaching the classification Level 1 Year 6, apply to their Manager for personal progression to Level 2, Year 1.

Provided that, an Allied Health professional who was an employee as at the date of registration of this Agreement will be eligible to apply for personal progression to Level 2, Year 1 after reaching the classification Level 1 Year 5.

- (ii) This application must address the criteria as stipulated in Clause 8.3. A panel consisting of the Manager and a relevant Allied Health professional will assess the application. If the Allied Health Professional demonstrates they meet the requirements as stipulated in Clause 8.3, they will be progressed to Grade 2 Year 1 on their next anniversary.

8.2 Accelerated Competency Progression

- (i) An Allied Health Professional may, after reaching Level 1, Year 5 apply to their Manager for accelerated progression to the classification of Level 2, Year 1.

Provided that, an Allied Health professional who was an employee as at the date of registration of this Agreement will be eligible to apply for accelerated progression to Level 2, Year 1 after reaching the classification Level 1 Year 4.



- (ii) This application must address the criteria as stipulated in Clause 8.3 and must be supported in writing by a senior Allied Health Professional.
- (iii) A panel consisting of their Manager and a relevant senior Allied Health professional will assess the application. This panel will make a recommendation to the delegated Manager who may approve this accelerated progression.

8.3 Competency Criteria

The Allied Health Professional concerned must demonstrate detailed knowledge of standard professional tasks and professional expertise in one or more areas of the profession as shown by (for example):

- (i) modifications to standard procedures and practices and contributions to the development of new techniques and methodologies
- (ii) professional contribution relevant to the profession at a local level
- (iii) evidence of recognition by peers, industry or other client groups for knowledge and skill in a specific clinical area, which may be demonstrated by:
 - a. original in-service presentations; or
 - b. active involvement in conferences or seminars; or
 - c. recognition as a resource person.

9 COMPETENCY PROGRESSION BARRIER (LEVEL 1-2) – FORENSIC SCIENTISTS

9.1 Competency Progression

- (i) A Forensic Scientist may, after reaching the classification Level 1 Year 6, apply to their Manager for personal progression to Level 2, Year 1.

Provided that, a Forensic Scientist who was an employee as at the date of registration of this Agreement will be eligible for personal progression to Level 2, Year 1 after reaching the classification Level 1 Year 5.

- (ii) This application must address the criteria as stipulated in clause 9.3.
- (iii) A panel consisting of the Director, Forensic Scientists Services Tasmania and a representative as nominated by the Secretary, Department of Police, Fire and Emergency Management, will assess the application.



- (iv) If the Forensic Scientist demonstrates they meet the requirements stipulated in Clause 9.3, they will, on confirmation from the controlling authority, be progressed to Level 2, Year 1 on their next anniversary.

9.2 Accelerated Competency Progression

- (i) A Forensic Scientist may, after reaching the classification Level 1, Year 5, apply to their Manager for accelerated progression to the classification of Level 2, Year 1.

Provided that, a Forensic Scientist who was an employee as at the date of registration of this Agreement will be eligible for personal progression to Level 2, Year 1 after reaching the classification Level 1 Year 4.

- (ii) This application must address the criteria as stipulated in Clause 9.3 and must be supported in writing by a relevant senior Forensic Scientist.
- (iii) A panel consisting of the Director, Forensic Scientists Services Tasmania and a representative as nominated by the Secretary, Department of Police, Fire and Emergency Management, will assess the application.
- (iv) This panel will make a recommendation to the controlling authority, which may approve this accelerated progression.

9.3 Competency Criteria

- (i) The Forensic Scientist concerned must demonstrate detailed knowledge of standard professional tasks and professional expertise in one or more areas of the profession which demonstrates their ability to perform at Level 2 as demonstrated by:
- (ii) analytical proficiency through consistently satisfactory completion of assigned case work, internal and/or external proficiency tests, or other devised tests of proficiency;
- (iii) demonstrated proficiency in the consistent satisfactory operation of appropriate analytical equipment and instrumentation routinely used by the work unit;
- (iv) demonstrated understanding of the principles and techniques routinely applied in the work unit;

The claim may be further supported by:



- (i) modifications to standard procedures and practices and contribution to the development of new techniques and methodologies in forensics;
- (ii) professional contribution relevant to their work unit; and
- (iii) evidence of recognition by peers, industry or other client groups for knowledge and skill in forensics, which may be demonstrated by:
 - a. original in-service presentations; or
 - b. recognition as a resource person.

10 QUALIFICATIONS RECOGNITION

- 10.1 Employees at Level 3 who obtain a relevant Graduate Diploma qualification (or equivalent) and who work in an area relevant to that qualification will be entitled to a one off advancement of two increment levels and thereafter be entitled to progress, by annual increments to the Level 3.5 qualified increment point (AHP 3.5 (Qual)).
- 10.2 Employees at Level 4 who obtain a relevant Masters qualification (or equivalent) and who work in an area relevant to that qualification will be entitled to a one off advancement of two increment levels and thereafter are entitled to progress, by annual increments, to the Level 4.4 qualified increment point (AHP 4.4 (Qual)).
- 10.3 Employees who do not hold a relevant graduate qualification or a relevant Masters degree as prescribed in sub clauses 10.1 and 10.2 of this clause are not entitled to progress to increments levels 3.5 Qual or 4.4 Qual respectively.

11 CORRECTIONS ALLOWANCE

In addition to the employee's salaried incremental point (excluding shift allowance) an all-purpose allowance of 6.5 per cent is to be paid to employees who are engaged to undertake duties in a Correctional Facility, a Forensic Mental Health Facility, the Secure Mental Health Unit however titled, and the Ashley Youth Detention Centre.

This allowance is payable for all periods of paid leave entitlements including personal leave and recreation leave.

12 NIGHT SHIFT ALLOWANCE

In substitution for the night shift allowance provision contained within Part VIII Clause 1 of the Health and Human Services (Tasmanian State Service) Award and Part VII Clause 2 of the Tasmanian State Service Award, a shift worker, whilst on night shift is to be paid 24 per cent more than the ordinary rate for such shift. Current provisions regarding shift payments contained within the Award will continue to apply.



13 ON CALL ALLOWANCE

An employee who is rostered to remain on call (that is, on call for duty at short notice and allowed to leave his/her place of employment) shall be paid an allowance of \$4.50 per hour for each hour the employee is required to be available, with a minimum payment of \$36 per day.

14 AVAILABILITY ALLOWANCE

- 14.1 The employer may require an employee to perform work on an after-hours basis, where they are not recalled to work but rather provide a telephone or PC service from their home.
- 14.2 An employee shall be paid an allowance of \$3.52 per hour each hour the employee is required to be available.
- 14.3 If an employee is required to undertake work from their home during this period of availability, the employee shall be remunerated time for time at the rate payable to that particular employee and rounded to the nearest hour with a minimum payment of one (1) hour.

15 ADJUSTMENT OF WAGE RELATED ALLOWANCES

Unless specified separately in this Agreement, all the monetary allowances in this Agreement will be automatically adjusted upward from 1 July each year by the same percentage as the salary rate for lowest level of the AHP Level 3 classification in Schedule 5 increases between 1 July in the preceding year and 30 June of that year.

16 HOURS OF WORK

The ordinary hours of work for all employees bound by this Agreement are 38 hours per week and are to be worked in accordance with the provisions of the Tasmanian State Service Award in respect of employees engaged by the Department of Justice, the Department of Police, Fire, and Emergency Management, the Department of Education; or the Health and Human Services Award in respect of employees engaged by the Department of Health and the Department of Communities Tasmania.

17 PROFESSIONAL DEVELOPMENT

- 17.1 The parties recognise that continuous development of skills and knowledge is critical to both the provision of professional services to the Tasmanian community and pursuit of excellence in the Allied Health Professions.
- 17.2 Professional Development support will be available to provide Allied Health Professionals (AHP) with assistance to develop professional knowledge and skills and for the imparting of the knowledge and skills to others. Access to the entitlement contained in this clause will be by way of employee application.



Purpose:

- 17.3 Professional Development includes opportunities sometimes referred to as training or professional learning. For the purpose of this section Professional Development includes but is not limited to:
- (i) Professional practice and recognition requirements;
 - (ii) Specific training courses relevant to the operational needs of the Agency;
 - (iii) Exchange programs and other training initiatives; and
 - (iv) Training and development requirements of the Health Professionals National Registration and Accreditation Scheme.
- 17.4 For the purpose of this section Professional Development does not include in-house, employer initiatives or opportunities employees participate in during the normal course of their work.

Professional Development Fund

- 17.5 A Professional Development Fund is to be created within each Agency for each employee to access funds. The fund will allow each employee to access their entitlement as outlined at subclause 17.7.
- 17.6 The Professional Development entitlement for each employee will be available from the first full pay period on or after 1 December 2019.

Access to Professional Development Fund

- 17.7 An employee is entitled to \$724 per annum for professional development.
- 17.8 An employee may accumulate any unspent annual entitlements for a maximum period of five years. An employee may accumulate unspent funds from the preceding five years.
- 17.9 The amount available to an employee is dependent upon the years of accumulation.
- 17.10 Costs associated with professional development will be paid by the employer when access to professional development is approved. This will include costs for attendance at conferences and reasonable travel, accommodation and meals.
- 17.11 An employee's attendance at approved professional development will be counted as being on duty.
- 17.12 Where an employee is absent from their normal duties due to Professional Development, their workload will be managed as appropriate to the duration of absence and the workload, and may include replacement staffing. The parties acknowledge that workload



should not be an impediment to undertaking Professional Development and that adverse impact on other employees should be avoided.

- 17.13 Nothing in this section precludes the ability of either the employee to apply for or the employer to grant any funding or other support for Professional Development/Training in excess of the entitlement at subclause 17.7 above.
- 17.14 Management of funds and approvals are to be undertaken at an appropriate level within the Agency that encourages equitable access, maximises relevance and efficiencies and enables approvals by an appropriate health professional.
- 17.15 A decision on any application for access to funding for Professional Development made under this section will be communicated to the applicant within 14 days of the submission to the relevant delegate.
- 17.16 In the event of a dispute, the Grievance and Dispute Procedure in the relevant Award applies.

18 NOVATED LEASE

- 18.1 Employees may elect to salary sacrifice a proportion of their salary for the novated lease of a motor vehicle subject to compliance with any Tasmanian or Commonwealth government directive and legislation.
- 18.2 All salary sacrifice arrangements are to be administered by an organisation nominated by the employer following consultation with unions.
 - (i) All fringe benefits tax, other tax liabilities, and/or direct administrative costs incurred by a salary sacrifice arrangement under this clause is the employee's responsibility and does not create any employer liability.
 - (ii) The salary payable to an employee who enters into a salary sacrifice arrangement is the salary payable under that arrangement.
 - (iii) Payment of an accrued leave entitlement, or in lieu of notice, made to an employee who ceases employment and employer and employee superannuation contributions and overtime and penalty payments are based on the salary that would have been payable had the salary sacrifice agreement not existed.
 - (iv) An employee who withdraws from a salary sacrifice arrangement is required to comply with the requirements of the administrator of that arrangement.

19 SAFE WORKING AND FATIGUE MANAGEMENT

- 19.1 Disruption to an employee's normal sleep routines as a consequence of a call out (extended hours of work) results in a loss of adequate, high quality, restorative sleep.



- 19.2 Fatigue is tiredness that results from physical or mental exertion. In a workplace environment the need to concentrate over a sustained period of time may cause fatigue.
- 19.3 Both lack of sleep and fatigue, individually and in combination, can affect task performance levels, individual health and safety and the safety of others.
- 19.4 In the management of sleep disruption and fatigue the employer is to ensure that the working arrangements of employees who are required to perform call outs is undertaken as part of normal business planning and is reviewed regularly.
- 19.5 Within a period of extended hours as a result of attending to a call out a sufficient break should be taken for the employee to recover from the application of applying a further intensive period of concentration.
- 19.6 Where recall to duty is necessary particular attention should be given to the employee's current and recent work pattern to minimise sleep disruption and fatigue with the consequential loss of reduced work performance and with the object of addressing health and safety concerns of the individual.
- 19.7 In matters associated with sleep and fatigue management the employee has a responsibility in meeting health and safety obligations and to take reasonable care not to put themselves or others at risk.
- (i) Where an employee is recalled to work in accordance with Part VII Clause 6 of the *Health and Human Services (Tasmanian State Service) Award* or Part VI of the *Tasmanian State Service Award* to undertake duties and that work becomes continuous with the commencement of the ordinary hours of work such time is counted towards the ordinary hours of work on that day.
- (ii) Where an employee has been subject to significant intermittent call outs over the previous 24 hour period, upon the request or initiative of the employee, arrangements for alternative duties or a period of time from the workplace without loss of pay to maximise service delivery and employee safety will be available.

20 PROFESSIONAL PRACTICE FUNCTIONS ALLOWANCE

- 20.1 A professional practice functions allowance will be paid to Allied Health Professionals who are directed to perform higher level professional practice functions and where essential professional practice intervention is required beyond the scope of the employee's classification level.
- 20.2 The professional practice functions allowance is payable where an allied health professional accepts responsibility for higher level professional practice functions normally performed by another Allied Health Professional and for which they are professionally trained and qualified.



- 20.3 This could include functions arising from a statutory obligation or delegated requirements. This allowance is payable after performing these higher/extra professional practice functions for one days or more.
- 20.4 The professional practice functions allowance is not' payable for undertaking higher level supervisory or management functions except where supervisory functions include prioritising workload on the basis of professional practice need or involves referrals to other professionals.
- 20.5 The allowance quantum will be the difference between the employee's current salary and the next higher salary rate of the next higher classification level.
- 20.6 If the undertaking of these functions continues for 5 days or more the Higher Duties Allowance provisions in the relevant award will apply.

21 APPOINTMENT SALARIES

21.1 The appointment and entry classification salary for the following is:

- (i) Clinical Psychologists Level 3 Year 2 (DoH and DCT only).

21.2 The minimum salary on appointment for the following:

- (i) 3 year degree - Level 1 Year 2
- (ii) 4 year degree - Level 1 Year 3.

The application of this clause is not intended to restrict the ability of Agencies to appoint employees to salary points above those outlined in this clause and within the salary range in appropriate circumstances.

22 AHP 3 PERSONAL UPGRADE

An AHP Personal Upgrade scheme is available to employees listed in Schedule 1 and Schedule 2 of this Agreement (excluding Forensic Scientists), as set out in Schedule 8 of this Agreement.

23 MARKET ALLOWANCE

On receipt of an application, the State Service Agency may determine to pay a market allowance of up to 10 percent of the maximum salary level specified in each grade of the classification structure as detailed in Schedules 5, 6, and 7 of this agreement where it can be demonstrated to the satisfaction of the employer the following applies to a specific group or role:

- (i) Highly specialist skills at the respective work value level and/or;
- (ii) Scarcity of skills compared to other similar roles at the work value level and/or;
- (iii) High paying market rates for the particular role at the work value level.



24 GRIEVANCES AND DISPUTE SETTLING PROCEDURE

24.1 The parties are committed to avoiding industrial disputation about the application of this Agreement.

24.2 If a grievance or dispute arise about the application of this Agreement:

- (i) In the first instance, it is to be dealt with at the workplace by appropriate employer and employee representatives;
- (ii) In circumstances where discussions at that level fail to resolve the grievance or dispute, the issue will be referred to appropriate union and management representatives; and
- (iii) If still unresolved, the matter will be referred to the Tasmanian Industrial Commission.

24.3 Where a grievance or dispute is being dealt with under this process, normal work will continue.

24.4 This grievance and dispute procedure does not take away an employee's rights to seek redress of a grievance either under the *State Service Act 2000* or the *Industrial Relations Act 1984*, or any other relevant legislation.

25 NO EXTRA CLAIMS

The parties to this Agreement undertake that, for the life of this Agreement, they will not initiate any additional claims regarding salary or conditions of employment.



SIGNATORIES

SIGNED FOR AND ON BEHALF OF

COMMUNITY & PUBLIC SECTOR UNION (STATE PUBLIC SERVICES FEDERATION TASMANIA) INC.
~~The Minister administering the State Service Act 2000~~

Signed: [Signature]

Name: Thirza White

Date: 24/3/20

SIGNED FOR AND ON BEHALF OF

Australian Education Union, Tasmanian Branch

Signed: [Signature]

Name: ADAM CLIFFORD

Date: 3/3/20



SIGNED FOR AND ON BEHALF OF
~~THE MINISTER ADMINISTERING THE STATE SERVICE ACT 2000~~
~~Community & Public Sector Union (State Public Services Federation Tasmania) Inc.~~

Signed:

Name:

Date:

SIGNED FOR AND ON BEHALF OF
Health Services Union, Tasmania Branch

Signed:

Name:

Date:



Schedule I – DOH and DCT Allied Health Professional Groups

- Aboriginal Health Worker
- ACAT Assessor
- Alcohol and Other Drug Worker
- Audiologist
- Cardiology/Health Professional
- Case Manager
- Children and Families/Youth Justice Professional
- Counsellor
- Dental Therapist
- Dietitian
- Environmental/Public Health Officer
- Dental Prosthetics
- Epidemiologist
- Genetic Counsellor
- Health/Medical Librarian
- Health Physicist
- Health Professional Project/Management Roles
- Hospital/Medical Scientist
- Mammographic Technologists
- Medical Physicist
- Microbiologist
- Music Therapist
- Neurophysiology Scientist
- Nuclear Medicine Health Professional
- Occupational Therapist
- Optometrist
- Oral Health Therapist
- Orthoptist
- Orthotist/Prosthetist
- Exercise Physiologist
- Perfusionist
- Pharmacist
- Physiotherapist
- Podiatrist
- Psychologist
- Radiographer
- Sonographer/Ultrasonographer
- Respiratory Scientists
- Social Work
- Speech Pathologist
- Scientific/Research Officer

The above list includes positions required to coordinate, manage, or advise in relation to any of the above professions.



Schedule 2 – DOE, DPFEM and DOJ Allied Health Professional Groups

Department of Education

- Speech and Language Pathologist
- Social Worker

Department of Police, Fire and Emergency Management

- Psychologist
- Forensic Scientist (FSST)

Department of Justice

- Prison Service Psychologist



Schedule 3 – Classification Structures and Standards for Allied Health Professionals (except Forensic Scientists classified from Level 1 to Level 4)

(a) Definitions

For the purposes of this Agreement, unless the contrary intention appears:

'complex professional work' means work which includes various tasks involving different and unrelated processes and methods. It depends on analysis of the subject, phase or issues involved in each assignment and the appropriate course of action may have to be selected from many alternatives. The work involves conditions and elements that must be identified and analysed to discern interrelationships.

'corporate impact' means a measure of the effect of decisions made or advice required in a position on Agency policies and operations and the achievement of program objectives. Corporate impact is direct in the case of decisions taken, e.g. in determining policy or committing resources, or indirect where advice or recommendations are involved. The effect of advice or recommendations is a measure of the influence of the advice or recommendations upon the decision-maker and the consequences for the organisation of the decision made. Recommendations of a highly technical or specialised nature, for example, may influence the work of a major function or area of the Agency's operations or have an effect beyond the Agency.

'critical professional work' is a term used in the sense commonly accepted in technological areas in relation to a critical component, critical issue or critical decision. It means a cornerstone, or fundamental decision, requiring the exercise of sound professional judgement of the effects of a decision within a particular professional discipline or field of work.

'general professional guidance' means direction and guidance given by a senior professional employee on a range of professional assignments. There is discretion in selecting the most appropriate method of completing these, and conformity with directions is measured by satisfactory completion of allocated professional assignments.

'general supervision' means the supervision given by a professional employee to technical and other staff. It consists of the allocation, direction, oversight and co-ordination of the work of subordinate staff. Professional employees may receive supervision on non-technical administrative matters from non-professional staff.

'managerial complexity' is one of a number of factors which can be used in determining the appropriate grading of Professional Managers, including Department Heads, at Level 5 of this Agreement. Managerial complexity is largely a qualitative measure and as such would typically be used when quantitative measures indicate a particular position is at the margin between one grade and another. The level of managerial complexity might then be used to determine which grade the position most appropriately fits. Exceptions to this rule might include some positions which, although not large in terms of budget and staff numbers, have state-wide responsibility and may be the ultimate authority/adviser to Government.

The factors which together determine managerial complexity are:

- scope of authority and responsibility;
- geographical spread of staff/services to be delivered;



- span of control (numbers of staff reporting directly to the Manager);
- functional dispersion within the area managed (the number of separate and distinct areas/disciplines managed);
- level of autonomy/discretion in decision making. This includes the extent to which managerial direction is proved and the extent to which management decisions can be made without reference to a higher authority;
- professional caseload. The amount of time spent on caseload and the degree of complexity of that caseload; and
- professional responsibility including involvement in activities such as teaching, research, or policy development.

'normal professional work' includes ongoing professional duties performed in accordance with conventional established professional practice, methods and standards, but excludes professional Work of a novel, complex or critical nature.

'novel professional work' encompasses work requiring a degree of creativity, originality, ingenuity and initiative and of a type not normally undertaken in a department or significant organisational unit within a department. The term may refer to the introduction of a new technology or process used elsewhere.

'professional discipline' means a branch of a profession.

'professional field of work' means a major subdivision of a professional discipline.

'professional judgement' means the application of professional knowledge and experience in defining objectives, solving problems, establishing guidelines, reviewing the work of others, interpreting results and providing and assessing advice or recommendations and other matters which have an element of latitude in decision- making.

'professional knowledge' includes knowledge of principles and techniques applicable to the profession. It is obtained during the acquisition of professional qualifications and relevant experience.

'Professional Manager' is a person required to have a sound knowledge of the relevant principles, practices and procedures applicable to a professional discipline or field of work. Professional Managers are responsible for the achievement of particular objectives or completion of a project. This responsibility includes accountability for material, human and financial resources allocated to that objective or project.

'Professional Practitioner' means an individual, team member or team leader. In their initial years at Professional Employee Level 1 they apply professional judgement across a limited range of activities. Professionals may perform normal professional work under different types of supervision and guidance. Professional supervision is required, but it may not need to be continuous. As they gain experience at Level 1 and at the higher Levels they carry out a broad range of activities or functions using relevant practices or procedures within a professional discipline or field of work. This role can provide advice to others on aspects of the discipline or field and can be expected to contribute in an original and innovative manner to activities of the work area. This role includes the supervision of subordinate professional staff and staff from other fields of work.

'Professional Specialist' means a person who has an in-depth knowledge of, and is acknowledged as an authority both by senior management and by professional peers in a professional discipline, field of work or



a range of disciplines or fields. An original and continuing contribution to the discipline(s) or field(s) is an essential element of this role.

'professional supervision' means supervision given to subordinate professional officers which requires the exercise of professional judgement and consists of:

- setting guidelines for the work of professional employees;
- suggesting approaches to the conduct of professional work
- solving technical problems raised by subordinate professional employees;
- giving decisions on technical solutions proposed by subordinate professional employees;
- reviewing and sometimes checking the work of other professional employees.

'work of a professional nature' means the application of professional knowledge initially gained by satisfactorily completing an appropriate course of study at a recognised tertiary institution, experience and judgement in the development, management and use of technology; investigation; survey; analysis; testing; observation; evaluation; applied research; planning; provision and maintenance of facilities and services; diagnosis/prognosis; remediation/treatment; liaison; administration of safety regulations; and education in laboratory, field or other situations.

(b) Classification Structure

ALLIED HEALTH PROFESSIONAL EMPLOYEES

Level 1-2 (P1-2)

A Professional Practitioner, initially under close professional supervision as to method of approach and requirements, performs normal professional work under general professional guidance, and with professional development may perform novel, complex or critical professional work under professional supervision.

The work involves any or all of the following:

- the normal professional work of an organisational unit, or of a specialised professional field encompassed by the work of the unit;
- normal professional work where it is isolated from immediate professional supervision, for example, because of remoteness of the functional work area;
- difficult or novel, complex or, critical professional work under professional supervision;
- research carried out under professional supervision and which may be expected to contribute to advances in the techniques used; and/or
- professional supervision of less experienced professional employees together with general supervision over technical and other personnel.

Initially the work of a new graduate is subject to professional supervision. As experience is gained, the contribution and the level of professional judgment increases and professional supervision decreases, until a wide range of professional tasks is capable of being performed under general professional guidance. It is expected that independent professional judgment will be exercised, when required, particularly in



recognising and solving problems and managing cases where principles, procedures, techniques and methods require expansion, adaptation or modification.

Persons initially are required to have sound theoretical professional knowledge gained through satisfactory completion of an appropriate course of study at a recognised tertiary institution.

Competency Progression Barrier (Level 1-2)

Competency Progression

An Allied Health Professional may, after reaching the classification Level 1 Year 6, apply to their Manager for personal progression to Level 2, Year 1. This application must address the criteria as stipulated in Clause 8.3. A panel consisting of their Manager and a relevant senior Allied Health Professional will assess the application. If the Allied Health Professional demonstrates they meet the requirements as stipulated in Clause 8.3, they will be progressed to Grade 2 Year 1 on their next anniversary.

Accelerated Competency Progression

A Health Professional may, after reaching Level 1, Year 5, apply to their Manager for accelerated progression to the classification of Level 2, Year 1. This application must address the criteria as stipulated in Clause 8.3 and must be supported in writing by a relevant senior Health Professional. A panel consisting of their Manager and a relevant senior Health Professional will assess the application. This panel will make a recommendation to the delegated Manager who may approve this accelerated progression.

Competency Criteria

The Health Professional concerned must demonstrate detailed knowledge of standard professional tasks and professional expertise in one or more areas of the profession as shown by (for example):

- modifications to standard procedures and practices and contributions to the development of new techniques and methodologies;
- professional contribution relevant to the Profession at a local level;
- evidence of recognition by peers, industry or other client groups for knowledge and skill in a specific clinical area, which may be demonstrated by:
 - o original in-service presentations; or
 - o active involvement in conferences or seminars; or
 - o recognition as a resource person.

Level 3

Under broad policy control and direction is a senior Professional Practitioner who performs novel, complex or critical professional work, or performs a limited range of the duties of Professional Manager or Professional Specialist with general professional guidance.

The work includes the formulation of professional or policy advice for senior management and may involve provision of such advice to senior executives in other Departments, the private sector and the wider community.



Normally there is limited corporate impact at this level as technical advice is often reviewed by higher authority.

The work includes the role of team/project leader requiring the co-ordination of the work of a number of professionals and/or other staff. The staff co-ordinated need not necessarily be in the same discipline as the leader. Persons at this Level may oversee the operations of a section comprising professional and/or technical staff engaged in field, laboratory, clinical, production or operational work and which may be organised on a geographical or functional basis.

Persons at this Level are expected to have wide experience in their professional field. They perform a variety of tasks of a novel, complex or critical nature, either individually or as a leader or member of a team. Direction is provided in terms of a clear statement of overall objectives with limited direction as to work priorities.

Where a professional at this Level works as a member of a team he/she should have skills and the experience necessary to perform all the tasks undertaken by the team or to have knowledge and professional judgment to seek and utilise specialist advice when it is required.

Specialists require substantial or higher knowledge in a particular professional discipline or field and the exercise of independent professional judgment to, resolve complex problems or issues.

Level 4

Under broad policy control and direction is:

- a Senior Professional Practitioner ; or
- a Professional Specialist; or
- a Deputy Head of Department

The work contributes to the formulation of Agency policies for the work area. It requires an understanding of the wider policy and strategic context. Technical or professional advice generally has consequences beyond the immediate work area and is normally only reviewed for policy and general approach. The work has moderate corporate impact.

The work is performed under broad direction in terms of objectives, policies and priorities. Programs, projects, assignments or other work are generally decided by higher level management, but at this Level authority is given to decide on how to achieve end results within limits of available resources. Decisions at this Level have direct consequences on the achievement of results for the function or group of activities for which the person is responsible.

Persons at this Level are expected to have extensive experience in their professional field and to perform a range of tasks in the absence of general professional guidance.

A Senior Professional Practitioner at this Level operates in the absence of general professional guidance and is expected to apply significant professional knowledge and professional judgment in one or more professional disciplines or fields in relation to more novel, complex and critical work. The Senior Professional Practitioner need not necessarily be supported by other professionals.



A Deputy Head of Department occupies a position which is specifically designated as such and provides support and assistance to the Professional Manager including a Head of Department and is responsible for the management of an organisational element in the absence of the Professional Manager including a Head of Department. Such positions would generally be established only in large more complex organisational elements.

Professional Specialists at this level exercise a high degree of independent professional judgment in the resolution of more novel, complex and critical problems or issues.

They are required to provide authoritative technical or policy advice which draws on in- depth knowledge in a professional or technical field or discipline. Analysis, design and interpretation of results of research or investigations represent authoritative and final professional conclusions. An original continuing contribution to the knowledge in the relevant discipline(s) or field(s) and the application of that advance in knowledge to the organisation's work would be expected.

Level 5

Under broad policy control and direction is

- a Senior Professional Practitioner, or
- a Senior Professional Manager, or
- a Senior Professional Specialist.

The work requires the exercise of a high degree of independence in the determination of overall strategies, priorities, work standards and the allocation of resources.

Judgments made at this level form the basis of advice to senior levels within a department and are often critical to the achievement of overall objectives of a departmental program or organisational unit. Work is monitored against broad objectives and has a high corporate impact. Administrative direction is given on the Agency's policies and objectives and to ensure co-ordination with other major work units.

A Senior Professional Practitioner at this level operates in accordance with broad objectives and is expected to apply unusually significant professional knowledge and professional judgment in one or more disciplines or fields directly relevant to the work area and in relation to most novel, complex or critical work.

A Senior Professional Manager position at this level will be graded in accordance with the following managerial standards:

Grade 1

A Professional Manager including a Head of Department at this Level leads and directs an organisational element or team or professionals and other staff requiring co- ordination, and is responsible for human, physical and financial resources under the control of the position. The management role may require professional leadership over subordinate staff including supervisors. This involves setting standards for and evaluation of performance; interpreting policy relevant to the work area; and may involve resolving more complex technical or professional problems.



Guidelines

Typical features of positions classified at this level include:

- responsibility for human, physical and financial resources;
- responsibility (usually) for less than 10 staff, who are predominantly professional but may include some technical, clerical or operational staff;
- responsibility for managing a budget which is generally less than \$0.7m (This figure is at 1 October 2005, and the salary component of which is to be adjusted in accordance with any future salary increases);
- managerial complexity (as defined) is usually moderate.

Grade 2

Professional Manager including a Head of Department at this Level leads and directs a medium sized organisational element or team of professionals and other staff requiring considerable co-ordination, and is responsible for human, physical and financial resources under the control of the position. The management role may require professional leadership over subordinate staff including supervisors. This involves setting standards for and evaluating performance, interpreting policy relevant to the work area; and may involve resolving more complex technical or professional problems.

Guidelines

Typical features of positions classified at this level include:

- responsibility for human, physical and financial resources;
- responsibility (usually) for 10-19 staff, who are predominantly professional but may include some technical, clerical or operational staff;
- responsibility for managing a budget which is generally between \$0.7m and \$1.4m. (This figure is at 1 October 2005 and the salary component of which is to be adjusted in accordance with any future salary increases);
- managerial complexity (as defined) is usually considerable.

Grade 3

A Professional Manager including a Head of Department at this level leads and directs a large sized organisational element or team of professionals and other staff requiring considerable co-ordination, and has significant responsibility for human, physical and financial resources under the control of the position. The management role may require professional leadership over subordinate staff including supervisors. This involves setting standards for and evaluating performance, interpreting policy relevant to the work area; and may involve resolving more complex technical or professional problems.



Guidelines

Typical features of positions classified at this level include:

- responsibility for human, physical and financial resources;
- responsible (usually) for 20-29 staff, who are predominantly professional but may include some technical, clerical or operational staff;
- significant budget responsibility which is generally in excess of \$ 1.4m (This figure is at 1 October 2005 and the salary component of which is to be adjusted in accordance with any future salary increases);
- managerial complexity (as defined) is usually significant.

Grade 4

A Senior Professional Manager including a Head of Department at this Level directs and co-ordinates a major function or work area involving a considerable variety of activities and organised on a geographical (including state-wide) or functional basis. Relative to other senior professional employee positions, Senior Professional Managers at this Level have unusually significant responsibility for the human, physical and financial resources under their control and the work may also include extensive co-ordination of projects involving unusually large numbers of professional and other staff engaged in field, laboratory, clinical, production or construction work. They direct professional and technical staff working in different fields.

Guidelines

Typical features of positions classified at this level include:

- responsibility for human, physical and financial resources;
- usually responsible for more than 30 staff, who are predominantly professional but may include some technical, clerical or operational staff;
- significant budget responsibility which is generally greater than \$2.1m (This figure is at 1 October 2005 and the salary component of which is to be adjusted in accordance with any future salary increases);
- managerial complexity (as defined) is usually extensive.

A Senior Professional Specialist at this Level is expected to have a depth of knowledge in his/her discipline or field of significance to the Department. Persons at this Level often have a national reputation. There is a requirement for a high degree of originality and analytical and conceptual skills in the resolution of particularly complex technical or policy issues. The work requires expert knowledge in a professional or technical field or in a range of fields and in most cases a comprehensive knowledge of relevant legislation and policies. In some circumstances, Senior Professional Specialists also have a management and/or coordination role. The work requires constant adaptation of existing principles to new and unusual problems and involves frequent changes in policy, program or technological requirements.

Senior Professional Specialist Progression for AHP Level 5 employees will occur in accordance with Schedule 9.



Level 6

Under broad policy control is an Executive Professional Manager.

The work involves executive management of several major work areas in an agency involving a very wide variety of activities associated with the development, co- ordination and implementation of state-wide policies.

Only broad Government objectives govern the position within which total flexibility exists for developing policies, strategies and tactics to achieve objectives.

Direction would be an exception and limited only to issues which have impact upon other external operational policy areas. Work at this level has the higher corporate impact.



Schedule 4 – Classification Structures and Standards for Allied Health Professionals as Forensic Scientists (only)

(a) Definitions

For the purposes of this Agreement, unless the contrary intention appears:

'complex forensic work' means work which includes various tasks involving different and unrelated processes and methods. It depends on analysis of the subject, phase or issues involved in each assignment and the appropriate course of action may have to be selected from many alternatives. The work involves conditions and elements that must be identified and analysed to discern interrelationships.

'critical forensic work' is a term used in the sense commonly accepted in technological areas in relation to a critical component, critical issue or critical decision. It means a cornerstone, or fundamental decision, requiring the exercise of sound professional judgement of the effects of a decision within a particular forensic discipline or field of work.

'general professional guidance' means direction and guidance given by a senior professional employee on a range of professional assignments. There is discretion in selecting the most appropriate method of completing these, and conformity with directions is measured by satisfactory completion of allocated professional assignments.

'general supervision' means the supervision given by a professional employee to technical and other staff. It consists of the allocation, direction, oversight and co-ordination of the work of subordinate staff. Professional employees may receive supervision on non-technical administrative matters from non-professional staff.

'normal professional work' includes ongoing professional duties performed in accordance with conventional established forensic practice, methods and standards, but excludes forensic work of a novel, complex or critical nature.

'novel professional work' encompasses work requiring a degree of creativity, originality, ingenuity and initiative and of a type not normally undertaken in Forensic Science Service Tasmania. The term may refer to the introduction of a new technology or process used elsewhere.

'professional discipline' means Forensic Science.

'professional field of work' means a major subdivision of Forensic Science.

'professional judgement' means the application of professional knowledge and experience in defining objectives, solving problems, establishing guidelines, reviewing the work of others, interpreting results and providing and assessing advice or recommendations and other matters which have an element of latitude in decision-making.

'professional knowledge' includes knowledge of principles and techniques applicable to Forensic Science. It is obtained during the acquisition of professional qualifications and relevant experience.



'Professional Specialist Manager' is a person who has an in-depth knowledge of, and is acknowledged as an authority both by senior management and by professional peers in Forensic Science. The person is required to have a sound knowledge of the relevant principles, practices and procedures applicable to Forensic Science or field of work. Professional Specialist Managers are responsible for the achievement of particular objectives or completion of a project. This responsibility includes accountability for material, human and financial resources allocated to that objective or project.

'Professional Practitioner' means an individual, team member or team leader. In their initial years at Professional Employee Level I they apply professional judgement across a limited range of activities. Professionals may perform normal forensic work under different types of supervision and guidance. Professional supervision is required, but it may not need to be continuous. As they gain experience at Level I and at the higher Levels they carry out a broad range of activities or functions using relevant practices or procedures within Forensic Science. This role can provide advice to others on aspects of Forensic Science and can be expected to contribute in an original and innovative manner to activities of the work area. This role includes the supervision of subordinate professional staff and staff from other fields of work.

'professional supervision' means supervision given to subordinate professional officers which requires the exercise of professional judgement and consists of:

- setting guidelines for the work of professional employees;
- suggesting approaches to the conduct of professional work;
- solving technical problems raised by subordinate professional employees;
- giving decisions on technical solutions proposed by subordinate professional employees;
- reviewing and sometimes checking the work of other professional employees.

'work of a professional nature' means the application of professional knowledge initially gained by satisfactorily completing an appropriate course of study at a recognised tertiary institution; experience and judgement in the development, management and use of technology; investigation; survey; analysis; testing; observation; evaluation; applied research; planning; provision and maintenance of facilities and services; diagnosis/prognosis; remediation/treatment; liaison; administration of safety regulations; and education in laboratory, field or other situations.

(b) Classification Structure

FORENSIC SCIENTIST

Level I

A graduate with relevant qualifications, but without prior practical experience in forensic science. Persons are required to have a sound theoretical knowledge in a relevant science gained through satisfactory completion of an appropriate course of study at a recognised tertiary institution. A practitioner at this level is expected to be analytically proficient in routine methodologies relevant to their work unit and operate under general supervision and/or professional supervision.

The work involves any or all of the following under administrative, policy and procedural control and direction:



- The routine forensic work of an organisational unit as assigned;
- Routine forensic work where it is isolated from immediate professional supervision, for example, because of remoteness of the functional work area;
- Complex or critical forensic work under professional supervision if suitably proficient; and/or
- The issuing of general reports and the drafting of court reports

Level 2

A practitioner at this level will have at least 3 years prior practical experience in one or more areas relevant to forensic science. The practitioner is analytically proficient in routine methodologies relevant to forensic science and able to competently collate and interpret results of analyses. Under general supervision and/or professional supervision as to method of approach and requirements, this person performs routine forensic work relevant to their work unit. With appropriate professional development may perform novel, complex or critical professional work under professional supervision.

The work involves any or all of the following under administrative, policy and procedural control and direction:

- the routine forensic work of an organisational unit.
- routine forensic work where it is isolated from immediate professional supervision, for example, because of remoteness of the functional work area;
- difficult or novel, complex or critical forensic work under professional supervision;
- forensic research carried out under professional supervision and which may be expected to contribute to advances in the techniques used; and/or
- professional supervision of less experienced professional employees together with general supervision over technical and other personnel.
- may be required to issue court reports and provide expert evidence in court.
- may be required to peer review the court reports of others.

Level 3

Under broad administrative, policy and procedural control and direction is an experienced Practitioner who performs routine and/or novel, complex or critical forensic work.

The work may include the formulation of professional or policy advice for senior management and may involve provision of such advice to senior executives in other Departments, the private sector and the wider community.

The work includes the role of team/project leader requiring the co-ordination of the work of a number of professionals and/or other staff within their work unit and sometimes, the staff co-ordinated may be outside the leader's work unit. Persons at this level may oversee the operations of a team comprising professional and/or technical staff engaged in field, laboratory, clinical, production or operational work and which may be organised on a geographical or functional basis.



Persons at this Level are highly competent in the practice of one or more fields of Forensic Science. They perform a variety of tasks of a novel, complex or critical nature, either individually or as a leader or member of a team. Direction is provided in terms of a clear statement of overall objectives with limited direction as to work priorities.

Programs, projects, assignments or other work are generally decided by higher level management but, if assigned at this Level authority is given to decide on how to achieve end results within limits of available resources.

Where a professional at this Level works as a member of a team he/she should have skills and the experience necessary to perform all the tasks undertaken by the team or to have knowledge and professional judgment to seek and utilise specialist advice when it is required.

Persons at this Level will issue court reports, peer review the court reports of others as directed by the work unit Manager and are required to give expert evidence in court.

Level 4

Under broad policy control and direction is a Professional Specialist or a Senior Professional Practitioner and is most often managing a discrete work unit within FSST. The Professional Specialist or Senior Professional Practitioner is recognised at least as a State expert in a field of Forensic Science. The Professional Specialist or Senior Professional Practitioner participates in policy development in a national and/or international forum making recommendations to the Director or delegate in relation to human, physical and financial resources under the control of the position.

The work is performed under broad direction in terms of objectives, policies and priorities from the Director or Deputy Director. Programs, projects, assignments or other work are generally decided by higher level management, but at this Level authority is given to decide on how to achieve end results within limits of available resources. Decisions at this Level have direct consequences on the achievement of results for the function or discrete work unit for which the person is responsible.

Persons at this Level are expected to have extensive experience in their professional field and to perform a range of tasks in the absence of general professional guidance.

Persons at this level exercise a high degree of independent professional judgment in the resolution of more novel, complex and critical problems or issues. They are required to provide authoritative technical or policy advice which draws on in-depth knowledge in a field of Forensic Science. Analysis, design and interpretation of results of research or investigations represent authoritative and final professional conclusions. An original continuing contribution to the knowledge in Forensic Science and the application of that advance in knowledge to the organisation's work would be expected.

Persons at this level prepare court reports, peer review the court reports of others and are required to give expert evidence in court.



Schedule 5 – Salary Rates for Allied Health Professionals as defined in Schedule 1

| Classification | Current | 2.3% from ffppcoa 1 December 2019 | 2.3% from ffppcoa 1 December 2020 | 2.35% from ffppcoa 1 December 2021 |
|----------------------------------|-----------|---|---|--|
| AHP 1-2 | \$59,818 | \$61,194 | \$62,601 | \$64,072 |
| AHP 1-3 | \$63,568 | \$65,030 | \$66,526 | \$68,089 |
| AHP 1-4 | \$67,385 | \$68,935 | \$70,521 | \$72,178 |
| AHP 1-5 | \$71,197 | \$72,835 | \$74,510 | \$76,261 |
| AHP 1-6 | | \$73,104 | \$74,785 | \$76,542 |
| AHP 2-1 | \$75,011 | \$76,736 | \$78,501 | \$80,346 |
| AHP 2-2 | \$78,824 | \$80,637 | \$82,492 | \$84,431 |
| AHP 2-3 | \$82,635 | \$84,536 | \$86,480 | \$88,512 |
| AHP 2-4 | \$86,458 | \$88,447 | \$90,481 | \$92,607 |
| AHP 2-5 | \$90,269 | \$92,345 | \$94,469 | \$96,689 |
| AHP 2-6 | \$91,518 | \$93,623 | \$95,776 | \$98,027 |
| | | | | |
| AHP 3-2 | \$90,269 | \$92,345 | \$94,469 | \$96,689 |
| AHP 3-3 | \$94,087 | \$96,251 | \$98,465 | \$100,779 |
| AHP 3-4 | \$96,974 | \$99,204 | \$101,486 | \$103,871 |
| AHP 3-5 | \$98,257 | \$100,517 | \$102,829 | \$105,245 |
| AHP 3-5 Qual | \$100,483 | \$102,794 | \$105,158 | \$107,629 |
| | | | | |
| AHP 3 PUG 1 (without PG Qual) | \$100,483 | \$102,794 | \$105,158 | \$107,629 |
| | | | | |
| AHP 3 PUG 2 (with PG Qual) | \$104,257 | \$106,655 | \$109,108 | \$111,672 |
| AHP 3 PUG 3 (with PG Qual) | \$106,796 | \$109,252 | \$111,765 | \$114,391 |
| | | | | |
| AHP 4-2 | \$104,257 | \$106,655 | \$109,108 | \$111,672 |
| AHP 4-3 | \$106,796 | \$109,252 | \$111,765 | \$114,391 |
| AHP 4-4 | \$108,129 | \$110,616 | \$113,160 | \$115,819 |
| AHP 4-4 Qual | \$111,051 | \$113,605 | \$116,218 | \$118,949 |
| | | | | |
| AHP 5-1-1 | \$121,228 | \$124,016 | \$126,868 | \$129,849 |
| AHP 5-1-2 | \$122,633 | \$125,454 | \$128,339 | \$131,355 |
| AHP 5-2-1 | \$126,315 | \$129,220 | \$132,192 | \$135,299 |
| AHP 5-2-2 | \$127,745 | \$130,683 | \$133,689 | \$136,831 |
| AHP 5-3-1 | \$130,128 | \$133,121 | \$136,183 | \$139,383 |
| AHP 5-3-2 | \$131,577 | \$134,603 | \$137,699 | \$140,935 |
| AHP 5-4-1 | \$133,945 | \$137,026 | \$140,178 | \$143,472 |
| AHP 5-4-2 | \$135,413 | \$138,527 | \$141,713 | \$145,043 |
| | | | | |
| AHP 6-1 | \$144,114 | \$147,429 | \$150,820 | \$154,364 |
| AHP 6-2 | \$145,634 | \$148,984 | \$152,411 | \$155,993 |



Note: An Allied Health Professional classified at Level 2.6 who applies for and is appointed to a position at Level 3 will be appointed at Level 3.3 at a minimum.



Schedule 6 – Salary Rates for Allied Health Professionals as defined in Schedule 2 excluding Forensic Scientists

| Classification | Current | 2.3% from ffppcooa 1 December 2019 | 2.3% from ffppcooa 1 December 2020 | 2.35% from ffppcooa 1 December 2021 |
|-------------------------------------|-----------|---------------------------------------|---|---|
| AHP 1-2 | \$60,591 | \$61,985 | \$63,411 | \$64,901 |
| AHP 1-3 | \$64,425 | \$65,907 | \$67,423 | \$69,007 |
| AHP 1-4 | \$68,293 | \$69,864 | \$71,471 | \$73,151 |
| AHP 1-5 | \$72,156 | \$73,816 | \$75,514 | \$77,289 |
| AHP 1-6 | | \$74,111 | \$75,816 | \$77,597 |
| ADVANCED ASSESSMENT POINT | | | | |
| AHP 2-1 | \$75,983 | \$77,731 | \$79,519 | \$81,388 |
| AHP 2-2 | \$79,797 | \$81,632 | \$83,510 | \$85,472 |
| AHP 2-3 | \$83,610 | \$85,533 | \$87,500 | \$89,556 |
| AHP 2-4 | \$87,432 | \$89,443 | \$91,500 | \$93,650 |
| AHP 2-5 | \$91,239 | \$93,337 | \$95,484 | \$97,728 |
| AHP 2-6 | \$92,494 | \$94,621 | \$96,797 | \$99,072 |
| PROMOTION | | | | |
| AHP 3-2 | \$91,239 | \$93,337 | \$95,484 | \$97,728 |
| AHP 3-3 | \$95,057 | \$97,243 | \$99,480 | \$101,818 |
| AHP 3-4 | \$97,948 | \$100,201 | \$102,506 | \$104,915 |
| AHP 3-5 | \$99,235 | \$101,517 | \$103,852 | \$106,293 |
| AHP 3-5 Qual | \$101,462 | \$103,796 | \$106,183 | \$108,678 |
| | | | | |
| AHP 3 PUG 1 (without PG Qual) | \$100,483 | \$102,794 | \$105,158 | \$107,629 |
| | | | | |
| AHP 3 PUG 2 (with PG Qual) | \$104,257 | \$106,655 | \$109,108 | \$111,672 |
| AHP 3 PUG 3 (with PG Qual) | \$106,796 | \$109,252 | \$111,765 | \$114,391 |
| PROMOTION | | | | |
| AHP 4-2 | \$105,229 | \$107,649 | \$110,125 | \$112,713 |
| AHP 4-3 | \$107,770 | \$110,249 | \$112,785 | \$115,435 |
| AHP 4-4 | \$109,107 | \$111,616 | \$114,183 | \$116,866 |
| AHP 4-4 Qual | \$112,028 | \$114,605 | \$117,241 | \$119,996 |
| PROMOTION | | | | |
| AHP 5-1-1 | \$122,202 | \$125,013 | \$127,888 | \$130,893 |
| AHP 5-1-2 | \$123,612 | \$126,455 | \$129,363 | \$132,403 |
| AHP 5-2-1 | \$127,284 | \$130,212 | \$133,207 | \$136,337 |
| AHP 5-2-2 | \$128,720 | \$131,681 | \$134,710 | \$137,876 |
| AHP 5-3-1 | \$131,102 | \$134,117 | \$137,202 | \$140,426 |
| AHP 5-3-2 | \$132,556 | \$135,605 | \$138,724 | \$141,984 |
| AHP 5-4-1 | \$134,919 | \$138,022 | \$141,197 | \$144,515 |



| | | | | |
|------------------|-----------|-----------|-----------|-----------|
| AHP 5-4-2 | \$136,391 | \$139,528 | \$142,737 | \$146,091 |
| <i>PROMOTION</i> | | | | |
| AHP 6-1 | \$144,114 | \$147,429 | \$150,820 | \$154,364 |
| AHP 6-2 | \$145,634 | \$148,984 | \$152,411 | \$155,993 |

Note: An Allied Health Professional classified at Level 2.6 who applies for and is appointed to a position at Level 3 will be appointed at Level 3.3 at a minimum.



Schedule 7 – Salary Rates for Forensic Scientists

| Classification | Current | 2.3% from fppcooa 1 December 2019 | 2.3% from fppcooa 1 December 2020 | 2.35% from fppcooa 1 December 2021 |
|----------------|-----------|--------------------------------------|--|--|
| AHP 1-2 | \$60,591 | \$61,985 | \$63,411 | \$64,901 |
| AHP 1-3 | \$64,425 | \$65,907 | \$67,423 | \$69,007 |
| AHP 1-4 | \$68,293 | \$69,864 | \$71,471 | \$73,151 |
| AHP 1-5 | \$72,156 | \$73,816 | \$75,514 | \$77,289 |
| AHP 1-6 | | \$74,111 | \$75,816 | \$77,597 |
| AHP 2-1 | \$75,983 | \$77,731 | \$79,519 | \$81,388 |
| AHP 2-2 | \$79,797 | \$81,632 | \$83,510 | \$85,472 |
| AHP 2-3 | \$83,610 | \$85,533 | \$87,500 | \$89,556 |
| AHP 2-4 | \$87,432 | \$89,443 | \$91,500 | \$93,650 |
| AHP 2-5 | \$91,239 | \$93,337 | \$95,484 | \$97,728 |
| AHP 2-6 | \$92,494 | \$94,621 | \$96,797 | \$99,072 |
| | | | | |
| AHP 3-2 | \$91,239 | \$93,337 | \$95,484 | \$97,728 |
| AHP 3-3 | \$95,057 | \$97,243 | \$99,480 | \$101,818 |
| AHP 3-4 | \$97,948 | \$100,201 | \$102,506 | \$104,915 |
| AHP 3-5 | \$99,235 | \$101,517 | \$103,852 | \$106,293 |
| AHP 3-5 Qual | \$101,462 | \$103,796 | \$106,183 | \$108,678 |
| | | | | |
| AHP 4-2 | \$105,229 | \$107,649 | \$110,125 | \$112,713 |
| AHP 4-3 | \$107,770 | \$110,249 | \$112,785 | \$115,435 |
| AHP 4-4 | \$109,107 | \$111,616 | \$114,183 | \$116,866 |
| AHP 4-4 Qual | \$112,028 | \$114,605 | \$117,241 | \$119,996 |
| | | | | |
| AHP 5-2 | \$127,284 | \$130,212 | \$133,207 | \$136,337 |
| AHP 5-3 | \$131,102 | \$134,117 | \$137,202 | \$140,426 |
| AHP 5-4 | \$134,919 | \$138,022 | \$141,197 | \$144,515 |
| AHP 5-5 | \$136,391 | \$139,528 | \$142,737 | \$146,091 |

Note: An Allied Health Professional classified at Level 2.6 who applies for and is appointed to a position at Level 3 will be appointed at Level 3.3 at a minimum.



Schedule 8 – Allied Health Professional Level 3 Personal Up-Grade Scheme

Scheme Objectives and Overview

The objectives of the scheme are:

- To recognise advanced skills, clinical leadership and contribution to the profession, service and relevant agency,
- To assist in the retention of experienced Allied Health Professionals, and
- To provide a mechanism to encourage employees to undertake desirable training to update skills, knowledge and practice in areas aligned to organisational priorities.

The scheme aims to recognise and reward the efforts of eligible Allied Health Professional Level 3 employees that have achieved excellence in allied health professional skills and competence through study, research and/or skill acquisition relevant to their profession and service, through a process of salary advancement.

The scheme envisages necessarily high standards to ensure the integrity and recognition of only those allied health professionals who are truly performing at a level of outstanding achievement and professional excellence.

In the context of the scheme, assessment of outstanding achievement and professional excellence is based on two fundamental concepts:

- The extent of the contribution the employee has made to their service, profession and relevant Agency through clinical practice, leadership, education and /or research, and
- The extent to which the employee has contributed to the relevant Agency's business and / or strategic plans and priorities.

The contribution of the employee to their service, profession and relevant Agency can be demonstrated through:

- Professional leadership and specialist or generalist knowledge, skills and experience, as applied in their workplace,
- Further clinical study through possession of relevant qualifications, research and publications, and/or
- Teaching and development of others in the workplace

Permanently appointed eligible AHP Level 3 employees (either full or part time) must demonstrate to the assessment panel that they performing at a level consistent with the assessment criteria on an ongoing basis.

Eligibility

Applicants eligible for personal-up-grade assessment must:

- Be permanently appointed at the Allied Health Professional Level 3, and
- Not be subject to a review resulting from a negative performance management process, and



- Have served a minimum of 12 months at AHP Level 3 year 3 or higher, or
- Have worked for 3 years either in Tasmania or in another jurisdiction at an equivalent level.

Assessment Criteria

The assessment criteria aim to encompass a wide variety of allied health professions and roles undertaken by allied health professionals, and hence are neither detailed nor specific for any one profession or role.

Applicants must interpret each criterion in relation to their own achievements with in the ambit of their particular position within the relevant Agency, with reference to the applicant's statement of duties.

Applicants must provide primary examples from within the last 5 years to demonstrate how they meet each criterion, list achievements and outcomes, and provide evidence to support claims against each criterion.

Assessment criteria are in two parts: Part 1 and Part 2. Part 1 comprises two mandatory criteria that every applicant must address. Part 2 comprises a suite of elective criteria grouped under 4 categories.

Mandatory Criteria

The mandatory criteria are:

1. Demonstrated outstanding achievement and excellence in a specialist or generalist field, and
2. Demonstrated outstanding achievement and excellence in clinical leadership, including leading significant service changes and improvements and achievement of specific outcomes of demonstrable benefit to the service, profession and relevant agency.

Elective Criteria

Applicants must choose two elective criteria to address from two different categories:

1. Research and Publication
2. Qualification and Development
3. Teaching and Education
4. Innovation

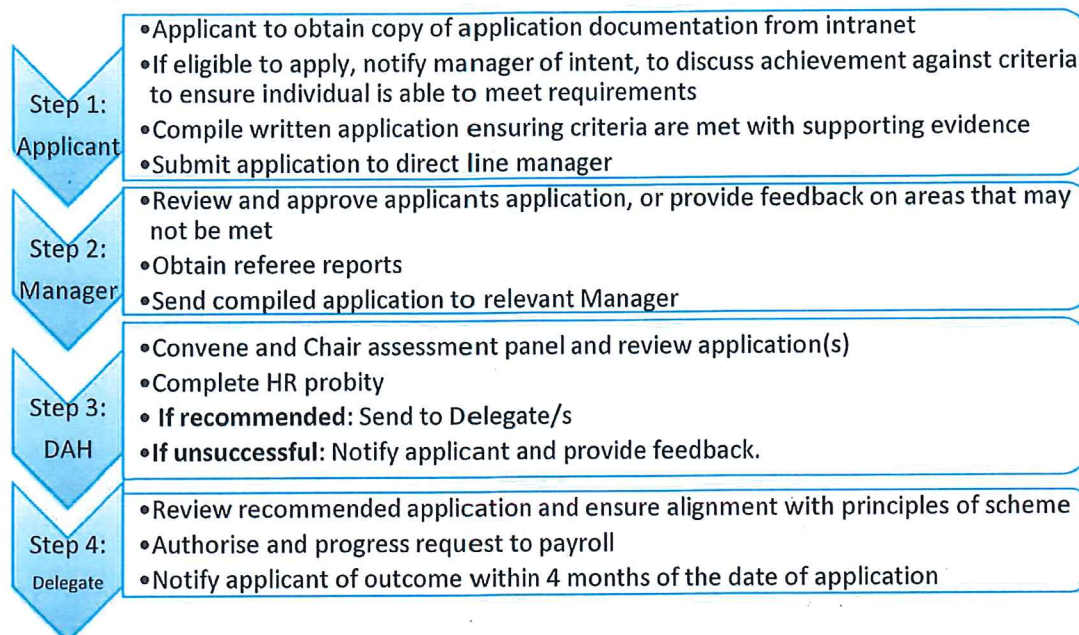
The specific elective criteria are outlined under these headings in the AHP Level 3 Personal Upgrade Scheme Guidelines.

Application Process

Applications can be made at any time once the applicant meets the eligibility criteria. The application process is summarised in Figure 1, full details of application process are detailed in the AHP Level 3 Personal Upgrade Scheme Guidelines.



Figure 1 AHP Level 3 Personal Upgrade Scheme Process



Assessment process

Assessment panels

The relevant Agency delegate will convene the assessment panel and include an allied health manager and representative from the relevant profession as stipulated in the AHP Level 3 Personal Upgrade Scheme Guidelines.

The Assessment Panel will be looking for **evidence of performance** within the current workplace, and sustained achievements on an ongoing basis. Primary examples of achievement should be from within the last 5 years. Applicants need to provide evidence of their achievements and outcomes and these must be validated by their manager. An application must be completed in full as outlined in the AHP Level 3 Personal Upgrade Scheme Guidelines.

Approval

The panel will make a **recommendation**, to the delegate.

The AHP Level 3 Personal Upgrade will take effect from the date of receipt of application.

Each applicant will be notified in writing of the outcome of the process, and is entitled to receive a brief written **feedback** summary from the Assessment Panel. Other than the summary, no further feedback process will occur.



Unsuccessful applicants must wait twelve months from the date of submission of the previous application before reapplying to the scheme, and may make application to the Tasmanian Industrial Commission for a review of action under section 50 of the *State Service Act 2000*.

Successful Candidates

Successful Applicants without post graduate qualifications will be advanced to AHP Level 3 PUG 1 (without PG Qual) pay point. No further increments will be available to an employee advanced to this level under the scheme unless the employee gains a post graduate qualification in which instance the employee would advance to AHP 3 PUG 2 (PUGS with PG Qual).

Successful applicants with relevant post graduate qualifications will be advanced to AHP Level 3 PUG 2 (PUGS with PG Qual) pay point and will increment to AHP Level 3 PUG 3 (PUGS with PG Qual) after 12 months. No further increments will be available to an employee advanced to this level under the scheme.

If an Applicant is successful in being appointed to another higher level AHP position on a substantive basis, normal incremental progression will apply and the PUG concludes.

Successful candidates must maintain performance to the level demonstrated in their application through their annual Performance Development Plan. An awarded Personal Upgrade must be reassessed when an employee varies their duties or moves to another role to determine if their skills and attributes affording the upgrade remain applicable.

Mobility of Upgrade

The personal upgrade will be portable within the Tasmanian State Service. The underpinning philosophy is that the skills and attributes that an individual has demonstrated to achieve their personal upgrade should be transferable.



Schedule 9 –AHP Level 5 Senior Professional Specialist Progression

Objective

This schedule outlines the process for an AHP Level 5 Senior Professional Specialist to apply for progression from AHP Level 5 Senior Professional Specialist Grade 1-2 to AHP Level 5 Senior Professional Specialist Grade 3-4 through assessment by a Peer Review Panel and recommendation to the Head of Agency, or delegate, for approval.

Eligibility

Applicants eligible for progression must:

- Be permanently appointed at AHP Level 5 Senior Professional Specialist Grade 1-2; and
- Not be subject to a review resulting from a negative performance management process; and
- Have served a minimum of 3 years at AHP Level 5 Senior Professional Specialist Grade 1-2; or
- Have worked for 3 years in another jurisdiction in an equivalent role.

Progression Criteria

The progression criteria aim to encompass a wide variety of allied health professions and roles undertaken by allied health professionals, and hence are neither detailed nor specific for any one profession or role.

Applicants must interpret each criterion in relation to their own achievements with in the ambit of their particular AHP Level 5 Senior Professional Specialist position within the Agency, with reference to the applicant's statement of duties and the AHP Level 5 Senior Professional Specialist classification standards outlined in Schedule 3.

Applicants must provide primary examples from within the last 5 years to demonstrate how they meet each criterion, list achievements and outcomes, and provide evidence to support claims against each criterion.

| AHP Level 5 Senior Professional Specialist Progression Criteria | | |
|---|---|---|
| Criteria | Grade 1-2 | Grade 3-4 |
| Professional and Leadership Skills | | |
| Professional and Leadership | The Senior Professional Specialist has a requirement for developing and advancing the knowledge and professional skills of other staff within the team | The Senior Professional Specialist has a requirement for developing and advancing the knowledge and professional skills of other staff within the profession and / or Agency |
| Strategic and Corporate Impact | | |
| Strategic | The Senior Professional Specialist demonstrates the ability to exercise a high degree of independence in the determination of overall priorities and strategies which have a significant corporate impact | The Senior Professional Specialist demonstrates the ability to exercise of a high degree of independence in the determination of overall priorities and strategies which have a critical corporate impact |



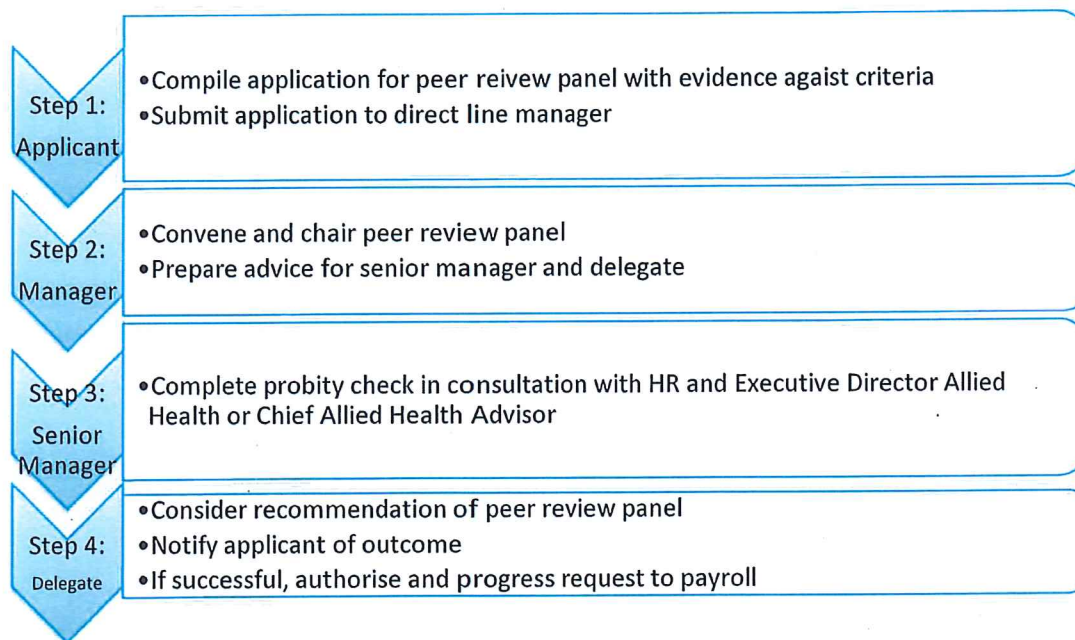
| | | |
|---|---|--|
| Judgement | The Senior Professional Specialist demonstrates the ability to make judgements which form the basis of conclusive and authoritative advice to regional or statewide management and have a significant impact on the achievement of regional or statewide objectives | The Senior Professional Specialist demonstrates the ability to make judgements which may be significant to the achievement of Government objectives. |
| Qualifications and Experience | | |
| Qualification and Experience | Expected to have at least 8 years of relevant experience following post graduate qualification. | Expected to have greater than 8 years of relevant experience following post graduate qualification. |
| Professional Specialist Reputation and Recognition | | |
| Reputation and recognition | <p>The Senior Professional Specialist will often have a national reputation in their specialty.</p> <p>The Senior Professional Specialist will be recognised on a regional and / or statewide basis as an expert in the area of specialty or profession.</p> <p>Recognised through consideration of at least three of the following attributes:</p> <ul style="list-style-type: none"> - Invitations to lead at recognised statewide forums and conferences - Participation in approved statewide working parties and consultancies - Teaching and lecturing in their specialty - Acknowledgement of expertise in legal and regulatory aspects of the specialty | <p>The Senior Professional Specialist will have a national and /or international reputation in their specialty.</p> <p>The Senior Professional Specialist will be recognised on a national and / or international basis as an expert in the area of specialty.</p> <p>Recognised through consideration of at least three of the following attributes:</p> <ul style="list-style-type: none"> - Invitations to lead or present at national or international forums and conferences - Participation in national or international working parties and consultancies - Teaching and lecturing nationally or internationally in their specialty - Acknowledgement of expertise in legal and regulatory aspects of the specialty |
| Research and Publication | The Senior Professional Specialist is actively involved in undertaking research at a statewide level; and/or Preparation and review of authoritative publications or papers to influence senior management decision making | The Senior Professional Specialist is actively involved in undertaking research at a national and / or international level; and/ or Preparation and review of authoritative national or international publications or papers to influence government decisions. |



Application Process

Applications can be made at any time once the applicant meets the eligibility criteria. The application process is summarised in Figure 1, full details of application process are detailed in the AHP Level 5 Senior Professional Specialist Progression Guidelines.

Figure 2 AHP Level 5 Senior Professional Specialist Progression Process



Assessment process

A Peer review panel will be convened and chaired by the applicant's manager to review the application. The Peer Review Panel will consist of the manager and two members with the requisite skills and experience to assess the application. The peer review panel can be convened from the following sources of specialist expertise

- Internal or external health professional with comparable specialist skills in the same area of speciality (i.e. peer professional); and / or
- Internal or external health professional with related and relevant knowledge in the applicants area of specialty (i.e. medical specialist with related specialty); and / or
- A representative from a relevant professional body (i.e. professional association or college); and/or
- A union nominee with requisite qualification, experience and seniority in the applicant's discipline or related field.

The Peer Review Panel will **assess** the applicant against the AHP Level 5 Senior Professional Specialist progression criteria outlined above and with reference to the AHP Level 5 Senior Professional Specialist classification standards prescribed in Schedule 3. The grades specified within AHP Level 5 Senior Professional Specialist represent the salary range for Senior Professional Specialists at this level.



The Peer Review Panel will be looking for **evidence of performance** within the current workplace, and sustained achievements on an ongoing basis. Primary examples of achievement should be from within the last 5 years. Applicants need to provide evidence of their achievements and outcomes, and these must be validated. An application must be completed in full as outlined in the AHP Level 5 Senior Professional Specialist Progression Guidelines.

The Peer Review Panel will make a **recommendation**, to the Head of Agency, or delegate, within 4 months of receiving an application.

The applicant will be notified in writing of the outcome of the process, and is entitled to receive a brief written **feedback** summary from the Peer Review Panel. **Unsuccessful applicants** must wait twelve months from the date of submission of the previous application before reapplying to progress to AHP Level 5 Senior Professional Specialist Grade 3-4, and may make application to the Tasmanian Industrial Commission for a review of action under section 50 of the *State Service Act 2000*.

Successful Candidates

Successful applications will be effective from the date of receipt of application.

Successful applicants will be appointed to AHP Level 5 Senior Professional Specialist Grade 3-4 Year 1. Normal annual incremental progression to the top of AHP Level 5 Senior Professional Specialist Grade 3-4 will occur thereafter.

Successful candidates must maintain performance to the level demonstrated in their application through their annual Performance Development Agreement.

