Department of Health and Human Services

Industrial Relations Act 1984

Section 55

Ambulance Tasmania

Agreement 2015

Between

Minister Administering the State Service Act 2000

and

Health Services Union, Tasmania Branch

**Clause 1 Title**

This Agreement shall be known as the Ambulance Tasmania Agreement 2015.

**Clause 2 Arrangement**

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**Clause 3 Parties Bound**

This Agreement is between:

The Minister administering the *State Service Act* 2000 and; the Health Services Union Tasmania Branch.

**Clause 4 Date and Period of Operation**

This Agreement is to take effect from the commencement of the first full pay period on or after the date of registration and shall apply until 31 July 2017.

**Clause 5 Application**

This Agreement is made in respect of employees covered by the *Tasmanian Ambulance Service Award* (the Award).

**Clause 6 Preservation of Existing Entitlements**

This Agreement will not operate to reduce any entitlements received by any employee to which this Agreement applies prior to the registration of this Agreement unless otherwise provided for in this Agreement.

**Clause 7 Salary Increases**

Salaries payable to employees covered under this agreement will be in accordance with Schedule One of this agreement.

**Clause 8 Classifications**

**‘Student Communications Officer’** means an employee who is undertaking the Certificate IV in Ambulance Communications or other qualification approved by the Service and who is appointed to an approved Student Communications Officer position. The employee will undertake such work experience as determined by the Service to become a Communications Officer. They are required to practice under supervision of a Communications Officer (or higher) throughout their studentship. This level of employee may be required to undertake call taking duties including the efficient processing of emergency and non-emergency calls utilising such technology as required by the Service. Additionally this level of employee may be involved in the dispatch and movement of emergency and non-emergency ambulances utilising the Service’s Computer Aided Dispatch and Telecommunication systems.

**‘Communications Officer’** means an employee who holds the Certificate IV in Ambulance Communications or other qualification as approved by the Service and who is appointed to an approved Communications Officer position. This level of employee may be required to undertake call taking duties including the efficient processing of emergency and non-emergency calls utilising such technology as required by the Service. Additionally the employee may be involved in the dispatch and coordination of emergency and non-emergency ambulances utilising the Service’s Computer Aided Dispatch and Telecommunication systems. Provided that such an employee shall be required to undertake and successfully complete further instruction/in service courses necessary for the maintenance of their skills every 3 years or as determined by the Service.

**‘Senior Communications Officer’** means an employee who holds the Certificate IV in Ambulance Communications or other qualification as approved by the Service and who is appointed to an approved Senior Communications Officer position. This level of employee may be required to undertake call taking duties including the efficient processing of emergency and non-emergency calls utilising such technology as required by the Service. Additionally the employee may be involved in the dispatch and coordination of emergency and non-emergency ambulances utilising the Service’s Computer Aided Dispatch and Telecommunication systems. The Senior Communications Officer has more responsible duties in relation to the functioning of the communications centre. Provided that such an employee shall be required to undertake and successfully complete further instruction/in service courses necessary for the maintenance of their skills every 3 years or as determined by the Service.

**‘Paramedic Student’** means an employee who is undertaking the Associate Degree in Paramedic Science or other qualification as approved by the Service and who is appointed to an approved Paramedic Student position. The employee will undertake such work experience as determined by the Service to become a paramedic. They are required to practice under supervision of a paramedic (or higher clinician) throughout their studentship.

**‘Paramedic Intern’** means an employee who holds the Bachelor of Paramedic Science or other qualification as approved by the Service and who is appointed to an approved Paramedic Intern position. Additionally the employee is undertaking the necessary and relevant work experience and other training as determined by the Service to become a paramedic. They are required to practice under supervision of a paramedic (or higher clinician) throughout their internship.

**‘Paramedic’** means an employee who holds the Bachelor of Paramedic Science and relevant work experience or other qualification approved by the Service and who is appointed to an approved Paramedic position. Provided that such an employee shall be required to undertake and successfully complete further instruction/in service courses necessary for the maintenance of their clinical skills every 3 years or as determined by the Service. The Paramedic is responsible for the effective and appropriate application of patient care skills in a time critical environment plus the transport of patients by ambulance or other means.

**‘Intensive Care Paramedic (ICP)’** means an employee who holds the Bachelor of Paramedic Science plus additional qualification and relevant work experience or other qualification approved by the Service and who is appointed to an approved ICP position. Provided that such an employee shall be required to undertake and successfully complete further instruction/in service courses necessary for the maintenance of their clinical skills every 3 years or as determined by the Service. The Intensive Care Paramedic is responsible for the effective and appropriate application of patient care skills, including intensive care, in a time critical environment plus the transport of patients by ambulance or other means.

**‘Extended Care Paramedic (ECP)’** means an Intensive Care Paramedic with additional skills and training as approved by the Service and who is appointed to an approved ECP position. Provided that such an employee shall be required to undertake and successfully complete further instruction/in service courses necessary for the maintenance of their clinical skills every 3 years or as determined by the Service. The ECP is responsible for the effective and appropriate application of patient care skills, including intensive care, in a time critical environment plus the transport of patients by ambulance or other means.

**‘Flight Paramedic – Fixed Wing’** means an Intensive Care Paramedic with a Graduate Certificate in Emergency Health (Aero-medical Retrieval) or equivalent as determined by the Service and who is appointed to an approved Flight Paramedic – Fixed Wing position within the Ambulance Tasmania Fixed Wing Squad on a permanent basis. This level of employee requires specific skills and physical fitness to ensure specialist response capability for this role. Provided that such an employee shall be required to undertake and successfully complete further instruction/in service courses necessary for the maintenance of their clinical and aero-medical skills every 3 years or as determined by the Service. The Flight Paramedic – Fixed Wing is responsible for the effective and appropriate application of patient care skills, including intensive care, in a time critical environment on the fixed wing aircraft plus the transport of patients by fixed wing aircraft or other means.

**‘Flight Paramedic – Helicopter’** means an Intensive Care Paramedic with a Graduate Certificate in Emergency Health (Aero-medical Retrieval) or equivalent as determined by the Service and who is appointed to an approved Flight Paramedic – Helicopter position within the Ambulance Tasmania Helicopter Squad on a permanent basis. This level of employee requires specific skills and physical fitness to ensure specialist response capability for this role. Provided that such an employee shall be required to undertake and successfully complete further instruction/in service course necessary for the maintenance of their clinical and helicopter skills every 3 years or as determined by the Service. The Flight Paramedic – Helicopter is responsible for the effective and appropriate application of patient care skills, including intensive care, in a time critical environment plus the transport of patients by helicopter or other means.

**‘Branch Station Officer (BSO)’** means an employee who holds a Bachelor of Paramedic Science and relevant work experience or other qualification approved by the Service and who is appointed to an approved BSO position. Provided that such an employee shall be required to undertake and successfully complete further instruction/in service courses necessary for the maintenance of their clinical skills every 3 years or as determined by the Service. This level of employee is responsible for the effective and appropriate application of patient care skills in a time critical environment plus the transport of patients by ambulance or other means. The BSO provides support to Volunteer Ambulance Officers attached to their station.

**‘Branch Station Officer Intensive Care Paramedic (BSO ICP)’** means an employee who holds a Bachelor of Paramedic Science plus additional qualification and relevant work experience or other qualification approved by the Service and who is appointed to an approved BSO ICP position. Provided that such an employee shall be required to undertake and successfully complete further instruction/in service courses necessary for the maintenance of their clinical skills every 3 years or as determined by the Service. The BSO Intensive Care Paramedic is responsible for the effective and appropriate application of patient care skills, including intensive care, in a time critical environment plus the transport of patients by ambulance or other means. The BSO ICP provides support to Volunteer Ambulance Officers attached to their station.

**‘Clinical Support Officer (CSO)’** means an Intensive Care Paramedic with an additional qualification in training and assessment or equivalent as approved by the Service and who is appointed to an approved CSO position. Provided that such an employee shall be required to undertake and successfully complete further instruction/in service courses necessary for the maintenance of their clinical skills every 3 years or as determined by the Service. This level of employee delivers educational services and programmes and participates in the assessment process. They also participate in clinical quality assurance activities and perform the duties of an ICP as directed.

**‘Paramedic Educator Level 1’** means a paramedic with an additional qualification in training and assessment or equivalent as determined by the Service and who is appointed to an approved Paramedic Educator position. Provided that such an employee shall be required to undertake and successfully complete further instruction/in service courses necessary for the maintenance of their clinical skills every 3 years or as determined by the Service. This level of employee will develop, manage and teach into statewide education programmes within the Vocational Education Training sector. They will develop curriculum material in conjunction with external education providers and coordinate education services at a statewide level.

**‘Paramedic Educator Level 2’** means an Intensive Care Paramedic with an additional qualification in training and assessment or equivalent and who is appointed to an approved Paramedic Educator position. Provided that such an employee shall be required to undertake and successfully complete further instruction/in service courses necessary for the maintenance of their clinical skills every 3 years or as determined by the Service. This level of employee will develop, manage and teach into statewide education programmes at a tertiary education level. They will develop curriculum material in conjunction with external education providers and coordinate education services at a statewide level.

**‘Manager – Level 1’** means an employee who holds a Bachelor of Paramedic Science or other qualification approved by the Service and relevant work experience with an additional qualification in management or equivalent and who is appointed to an approved Manager position. Provided that such an employee shall be required to undertake and successfully complete further instruction/in service courses necessary for the maintenance of their management/clinical skills every 3 years as determined by the Service. Responsibilities at this level include:

• Operational Command of Mass Casualty Incident in the out of hospital environment

• Ensuring funds are expended according to approved budgets and policies • Participation in professional development and appraisal

• Maintaining relationships with a range of internal and external organisations and individuals

• Regular feedback and performance management of staff

• Assistance with development of policies, procedures, practices and standards

• Capacity to direct all operational facets in accordance with Service expectations and directives

• Adherence to Key Performance Indicators

**‘Manager – Level 2’** means an employee who holds a Bachelor of Paramedic Science or other qualification approved by the Service and relevant work experience with an additional qualification in management or equivalent and who is appointed to an approved Manager position. Provided that such an employee shall be required to undertake and successfully complete further instruction/in service courses necessary for the maintenance of their management/clinical skills every 3 years as determined by the Service. Responsibilities at this level include those described at Level 1 with the following additions:

• Accountability for resource expenditure and allocation

• Regular feedback and performance management for senior staff

• Capacity to develop and implement effective solutions to improve productivity and customer services

• Development of business objectives and strategies.

**‘Manager – Level 3’** means an employee who holds a Bachelor of Paramedic Science or other qualification approved by the Service and relevant work experience with an additional qualification in management or equivalent and who is appointed to an approved Manager position. Provided that such an employee shall be required to undertake and successfully complete further instruction/in service courses necessary for the maintenance of their management/clinical skills every 3 years as determined by the Service. Responsibilities at this level include those described at Level 2 with the following additions:

• Participate in performance agreements linked to organisational goals

• Contribute towards development and implementation of strategic and business objective

• Manage multi-disciplinary groups

• Overall management of individual work units including budget

• Develop changes in standards, practices, policies and procedures.

**‘Manager – Level 4’** means an employee who holds a Bachelor of Paramedic Science or other qualification approved by the Service and relevant work experience with an additional qualification in management or equivalent and who is appointed to an approved Manager position. Provided that such an employee shall be required to undertake and successfully complete further instruction/in service courses necessary for the maintenance of their management/clinical skills every 3 years as determined by the Service. Responsibilities at this level include those described at Level 3 with the following additions:

• Organisational management

• System wide view of out of hospital care provision and high level inter-organisational liaison

• Development and implementation of organisational strategic business plans to improve delivery and outcomes of out of hospital care linked to Government objectives.

**Clause 9 Grievance and Dispute Settling Procedure**

In the first instance, grievances and disputes regarding the interpretation and implementation of this Agreement will be dealt with at the workplace by the appropriate employer and union representatives. 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. If still unresolved, the matter may be referred to the Tasmanian Industrial Commission. Where a grievance or dispute is being dealt with under this process, normal work will continue.

**Clause 10 No Extra Claims**

This Agreement settles all work value claims and related matters as at the date of registration. It is not intended that this clause restricts either party to this Agreement from making further claims during the life of this Agreement with respect to enterprise bargaining matters.

**Clause 11 Signatures to the Agreement**

Signed for and on behalf of the Minister Date:

Administering the State Service Act 2000

Signed for and on behalf of Health

Services Union Tasmania Branch Date:

**Schedule 1 – Wage Increases**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Classification** | **Year** | **1/12/2014** | **1/7/2015** | **1/7/2016** | **1/7/2016** | **1/7/2017** |
|  |  |  |  |  |  |  |
| Student Ambulance Officer1 | 1 | 44,166 | 46,153 | 47,907 | - | 47,907 |
|  | 2 | 46,927 | 49,039 | 50,902 | - | 50,902 |
|  | 3 | 51,067 | 53,365 | 55,393 | - | 55,393 |
| Paramedic Intern1 |  | 52,447 | 54,807 | 56,890 | - | 56,890 |
| Paramedic2 | 1 | 55,208 | 57,692 |  | 60,346 | 63,363 |
|  | 2 | 56,864 | 59,422 |  | 62,156 | 65,264 |
|  | 3 | 58,520 | 61,153 |  | 63,966 | 67,164 |
|  | 4 | 60,176 | 62,883 |  | 65,776 | 69,065 |
|  | 5 | 61,833 | 64,615 |  | 67,587 | 70,967 |
|  | 6 | 63,489 | 66,346 |  | 69,397 | 72,867 |
| IC Paramedic2 | 1 | 66,249 | 69,230 |  | 72,414 | 76,035 |
|  | 2 | 66,801 | 69,807 |  | 73,018 | 76,669 |
|  | 3 | 67,353 | 70,383 |  | 73,621 | 77,302 |
|  | 4 | 67,906 | 70,961 |  | 74,226 | 77,937 |
|  | 5 | 68,458 | 71,538 |  | 74,829 | 78,570 |
|  | 6 | 69,010 | 72,115 |  | 75,432 | 79,204 |
| Extended Care Paramedic |  | 87,463 | 87,463 |  | 87,463 | 87,463 |
| Flight Paramedic (Fixed Wing and Helicopter)2 |  | 75,083 | 78,461 |  | 82,070 | 86,174 |
| Branch Station Officer Year 12 |  | 66,249 | 69,230 |  | 72,414 | 76,035 |
| Branch Station Officer Year 22 |  | 69,010 | 72,115 |  | 75,432 | 79,204 |
| Branch Station Officer ICP Year 12 |  | 75,083 | 78,461 |  | 82,070 | 86,174 |
| Branch Station Officer ICP Year 22 |  | 76,739 | 80,192 |  | 83,881 | 88,075 |
| Paramedic Educator Level 12 |  | 72,322 | 75,576 |  | 79,053 | 83,005 |
| Paramedic Educator Level 22 |  | 100,257 | 104,768 |  | 109,587 | 115,067 |
| Clinical Support Officer2 | 1 | 77,291 | 80,769 |  | 84,484 | 88,708 |
|  | 2 | 77,843 | 81,345 |  | 85,087 | 89,342 |
|  | 3 | 78,395 | 81,922 |  | 85,691 | 89,975 |
| Student Communications Officer |  | 47,479 | 47,479 |  | 47,479 | 47,479 |
| Communications Officer Level 1 | 1 | 50,239 | 50,239 |  | 50,239 | 50,239 |
| Communications Officer Level 2 | 2 | 52,999 | 52,999 |  | 52,999 | 52,999 |
| Communications Officer Level 3 | 3 | 55,760 | 55,760 |  | 55,760 | 55,760 |
| Communications Officer Level 4 | 4 | 58,520 | 58,520 |  | 58,520 | 58,520 |
| Senior Communications Officer |  | 61,281 | 61,281 |  | 61,281 | 61,281 |
| Ambulance Manager Level 12 |  | 80, 937 | 84,579 |  | 88469 | 92,893 |
| Ambulance Manager Level 2 |  | 105,666 | 105,666 |  | 105,666 | 105,666 |
| Ambulance Manager Level 3  |  | 125,595 | 125,595 |  | 125,595 | 125,595 |
| Ambulance Manager Level 4 |  | 131,875 | 131,875 |  | 131,875 | 131,875 |

1 Salary increase of 4.5% pa from first full pay period commencing on or after (ffppooa)1 July 2015 and 3.8%pa ffppooa from 1 July 2016

2 Salary increase of 4.5% pa from first full pay period commencing on or after (ffppooa)1 July 2015 and 4.6%pa ffppooa from 1 July 2016 and 5.0% ffppooa 1 July 2017