

**Health Practitioner Communiqué
16/08/10**

This is a Queensland Health communiqué for distribution to all Health Practitioners. The contents of this communiqué have been endorsed by Queensland Health and union representatives on the Health Practitioners Interest Based Bargaining (HPIBB) Group.

Phase 2 – Higher Duties Process

Discussions have been ongoing between representatives of the Liquor Hospitality and Miscellaneous Union (LHMU), the Queensland Public Sector Union (QPSU) and People and Culture Strategic Services, Queensland Health to finalise a process for retrospective payment of higher duties arising from the Phase 2 HP reclassifications.

Queensland Health will conduct a higher duties process which is open to all health practitioner (HP) employees (excluding casuals) for periods of higher duties undertaken between 1 September 2007 and 7 March 2010. Forms, guidelines and indicative examples the health practitioner higher duties identification process are available at: http://www.health.qld.gov.au/eb/hp_ibt.asp

The health practitioner higher duties process is to determine whether, during the identified period, the role required the employee to perform at the scope and level of the Phase 2 evaluated outcome.

The higher duties process will not consider periods prior to 1 September 2007 or after 7 March 2010 under any circumstances.

The health practitioner higher duties identification process will be conducted on application from:

- Health practitioners who formally undertook periods of higher duties between 1 September 2007 and 7 March 2010 (excluding casual appointments)
- Health practitioners who formally acted at level in a position which subsequently received a Phase 2 outcome at a higher classification level.

All periods acting in higher duties must be substantiated by movement or higher duties forms.

The higher duties identification process will be conducted by the Health Practitioner Oversight Committee (HPOC) in each Health Service District.

Applications from eligible employees for the higher duties identification process should be made on the HPHD1 form available on the internet at: http://www.health.qld.gov.au/eb/hp_ibt.asp by **close of business 17 September 2010**.

Applications must include validation that you worked at the higher level from the line manager (and discipline leader if applicable) of the position for which higher duties payments are being claimed.

Applications cannot be assessed without documentary evidence of formal appointment to the position for which payment of higher duties is sought.

Phase 2 - Work Level Evaluation Appeals

Elements of the Phase 2 appeal process will run concurrently with the higher duties process.

It is acknowledged that some further reclassifications may occur as a result of appeal outcomes and eligibility for any related higher duties will be processed at the conclusion of the appeal process.

Further Information

Health practitioners can access further information at
http://qheps.health.qld.gov.au/peopleandculture/eb_implementation/hp/home.htm

Issued by:
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