

Minutes, 28 May 2020

Health Professionals Classification Review Joint Working Party			
Attendance			
CHS: Jo Morris (Chair), Sean McDonnell, Trevor Melksham (Project Officer/Secretariat); ACTHD: Helen Matthews Unions: Chris Dyer (PA); Ron Johnson (CPSU), Eileen McEvoy (HSU), Tim Garrett (HSU pathology delegate) Calvary: Michelle Vella Observer: Sophia Bouzas, (CMTEDD)			
1. Apologies			
Russell Noud, Leigh Bush, Ian Gratton, Andrew Hogan			
2. Meeting Notes from previous meeting			
The Minutes from 30 April were accepted			
3. Actions arising from previous meeting		Who	Status
1	Chris Dyer to provide comments to the project officer on Report 1.	CD	No further action
2	Reports 1 and 2 to be completed and circulated to members.	TM	Report 1 circulated
3	AHA reports 1 & 2 to be completed	TM	By 12 June
4	Recommendations for the AHA reference group	TM/JM	On Agenda for this meeting
5	Feedback on AHA reference group Terms of Reference	All	
6	Feedback on proposed HP reference groups	All	
7	Discuss the review with Medical Physics and determine issues	JM/TM	Completed
8	Consult Calvary HPs	MW	Completed
9	Coordinate non-CHS directorate HP participation	HM/TM	Established
4. Correspondence			
All correspondence has been dealt with as required. The correspondence report was noted.			
5. Update on HP project progress.			
<p><i>Report 1:</i></p> <p>Report 1 has been substantially revised and circulated with the meeting papers. Chris Dyer noted that the revised report has addressed his concerns with the previous report. The Chair requested feedback by 12 June.</p> <p>Helen Matthews noted the distinction between the term 'health professional' as it is used in the current WLS and 'Allied Health Professional' as used in Report 1. She also noted that there is no universal definition of 'Allied Health Professional'.</p> <p><i>Report 2:</i></p> <p>As a result of the revisions to Report 1, the second report is being improved to provide greater depth. The Project Officer said this would be ready in two to three weeks, noting he is on leave next week.</p>			
6. Update on AHA review			
<p>Reports 1 and 2 have been combined into a single report and is currently undergoing internal review. It will be circulated out of session before the next meeting.</p> <p>The meeting agreed with the proposal put to the last meeting to establish a reference group, comprising broad presentation from areas where AHPs work, e.g., clinical, community, acute and those who work with multiple professions.</p>			

A draft Terms of Reference has been previously provided for comment. None received to date.

7. Sub-committees (including WCC and Reference Groups)

Reference groups

Jo Morris and Trevor Melksham met with Medical Physics over their concerns. As their concerns centred about WLS/Workforce Planning matters, it was agreed that they would not be represented on a reference group but could join at any time if any matters relevant to them required consideration. Jo Morris extended an offer to meet further with the Med Phys representatives as the project progressed.

An updated reference group list incorporating feedback from pathology and the Health protection Service will be circulated after this meeting.

Trevor Melksham will draft wording for an email requesting an expression of interest in participating in a Reference Group and circulate to JWP members before sending it out. It was noted that unions should settle their representation before the general EOI was sent out.

Ron Johnson requested that the EOI email confirms that managerial support for employees seeking to participate will be available. Jo Morris noted the importance of the project and undertook to work with managers to enable HPs to participate.

Trevor Melksham said that he had had a phone discussion with JACS and was expecting a response imminently, Education has advised its representatives, and we were yet to hear from CSD.

Ron Johnson asked how inter-profession issues would be moderated. Sean McDonnell said that the aim was for all issues to be aired and broad feedback and advice provided to the JWP.

In response to a query from Tim Garrett, Sean McDonnell said that the Reference Groups would determine their own priorities, and these would be considered by the JWP.

Trevor Melksham said that now that COVID restrictions were easing and it was hoped to have a joint meeting, perhaps in the Auditorium, for all reference groups to establish the project by the end of June. He asked JWP members to give thought to the possible agenda items for the Reference group meetings.

Time Garrett reiterated that Pathology would like to be in both Group 5 and 6.

Michelle Vella will arrange for nominees from Calvary.

8. Service-wide review

Sean McDonnell undertook to follow up the status of the review with Ian Gratton and circulate an update to members out of session.

The ACTPS classification review web page: <https://www.cmtedd.act.gov.au/employment-framework/for-employees/actps-classification-review>.

9. Other Business

The Chair reported that Claire Pearce will be undertaking the Professional Development Support project over the next 3 months, under the tutelage of Jo Morris. The PD Reference Group held its first meeting on Friday, 22 May.

Next Meeting

28 May 2020, B24, MR2

Please send any comments, errors, omissions on these minutes to: HealthEBA@act.gov.au

Further information: [Internal](#), [External](#)

Actions arising – 28 May 2020		Who	Timeframe
1	Feedback on report 1	All	Fri, 12 June
2	Complete draft Report 2	TM	Fri, 19 June
3	Complete Reports 1 & 2 Allied Health Assistants	JM/TM	Fri, 12 June
4	Circulate updated Reference Group list	TM	Thurs, 28 May
5	Draft EOI for participation in a HP reference group	TM	ASAP
6	Unions to nominate representatives to reference groups	Unions	ASAP
7	Calvary HP nominees to reference groups	MV	ASAP
8	Possible agenda items for Reference group meetings	All	Fri 19 June
9	Establish AHA reference group (with Calvary input)	JM/TM/MV	ASAP
10	Follow up ACTPS-wide review project with CMTEEDD and circulate	SMcD	ASAP