

**ROYAL FLYING DOCTOR SERVICE
CENTRAL OPERATIONS**

**FLIGHT NURSES (AUSTRALIAN NURSING
AND MIDWIFERY FEDERATION)
AGREEMENT 2018
(ALICE SPRINGS, DARWIN, ADELAIDE &
PORT AUGUSTA)**

1. TITLE

This Agreement shall be known as the RFDS, Central Operations Flight Nurses (Australian Nursing and Midwifery Federation) Agreement 2018 (Alice Springs, Darwin, Adelaide & Port Augusta).

2. ARRANGEMENT

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3. PARTIES BOUND

This Agreement shall be binding on and apply to:

- 3.1 Royal Flying Doctor Service, Central Operations (**the RFDS**);
- 3.2 All Flight Nurses and Senior Flight Nurses employed by the Royal Flying Doctor Service, Central Operations who work from the Alice Springs, Darwin, Adelaide and Port Augusta Bases;
- 3.3 The Australian Nursing and Midwifery Federation (South Australian Branch);
- 3.4 The Australian Nursing and Midwifery Federation (NT Branch).

4. PERIOD OF OPERATION

- 4.1 This Agreement shall operate from the date of approval by Fair Work Commission for a period of three years.

5. DEFINITIONS

For the purposes of this Agreement:

- 5.1 **Act** means the *Fair Work Act 2009* (Cth).
- 5.2 **Agreement** means the RFDS, Central Operations Flight Nurses (Australian Nursing and Midwifery Federation) Agreement 2015 (Alice Springs, Adelaide & Port Augusta) being an agreement between the RFDS and its Flight Nurses and Senior Flight Nurses providing aero-medical services based at its Adelaide, Port Augusta, Alice Springs and Darwin bases.
- 5.3 **Base(s)** means the Adelaide, Port Augusta, Alice Springs and Darwin Base from which aero-medical services are provided by the RFDS.
- 5.4 **Casual Flight Nurse** means a Flight Nurse engaged in work of a casual nature, and whose employment is terminable by the RFDS in accordance with the RFDS' requirements without notice by either party.
- 5.5 **Emergency Situation** means an occasion where service delivery is seriously compromised by the incapacitation of two or more Flight Nurses at a given base for a period exceeding two days.
- 5.6 **Employer** means the Royal Flying Doctor Service, Central Operations.
- 5.7 **Flight Nurse** means an employee of the RFDS who provides nursing care on behalf of the RFDS in an aero-medical environment based at the RFDS' Adelaide, Port Augusta, Alice Springs and Darwin Bases.
- 5.8 **Fringe Benefit Tax Year** commences April 1 of the relevant year and finishes 31 March of the following year.
- 5.9 **FRMS** means Fatigue Risk Management System.
- 5.10 **FWC** means Fair Work Commission, or any successor body.
- 5.11 **Organisational Training Days** include but are not limited to, the following:

- 5.11.1 Fire and safety training;
- 5.11.2 Manual handling training;
- 5.11.3 Cabin safety training;
- 5.11.4 Threat and error management training;
- 5.11.5 Fatigue Risk Management training; and
- 5.11.6 Advanced Life Support training.
- 5.12 **Overtime Rates** are calculated based on a Flight Nurse's or SFN's base salary.
- 5.13 **RFDS Allowances** means the 30% RFDS base allowance and the applicable retention allowance.
- 5.14 **Senior Flight Nurse (SFN)** means a RFDS Flight Nurse who provides nursing care on behalf of the RFDS in an aero-medical environment, and who performs supervisory functions.
- 5.15 **Nursing Director (ND)** to develop, implement and monitor strategic health policies and plans which enhance the standard of high quality nursing in the aeromedical and primary health care settings.
- 5.16 **SFN Allowance** means the applicable SFN retention allowance.
- 5.17 **Standby** means when a Flight Nurse and/or SFN is required to be ready to be tasked for duty.
- 5.18 **Total Salary** means a Flight Nurse's or SFN's base salary plus the RFDS Allowances.
- 5.19 **Transmission of Business**, without limiting its ordinary meaning, includes sale, transfer, conveyance, assignment or succession whether by agreement or operation of law and transmitted has a corresponding meaning.
- 5.20 **Unions** means the Australian Nursing and Midwifery Federation (South Australian Branch) and the Australian Nursing and Midwifery Federation (NT Branch).
- 5.21 **URTI** means an upper respiratory tract infection.

6. **AIM OF AGREEMENT**

It is the objective of parties to this Agreement to implement workplace practices that provide for flexible working arrangements, which improve efficiency, effectiveness and quality of service provided by the RFDS, enhance skills and job satisfaction and assist positively in ensuring the RFDS becomes an employer of choice and a more competitive enterprise.

7. **NO FURTHER CLAIMS**

- 7.1 It is a term of this Agreement that the parties undertake that, for the duration of this Agreement, they will not pursue any extra claims, award or over award, including but not limited to any 'safety net' increase awarded by FWC or any

other body set up by the Federal Government to set or monitor the minimum wage rate.

- 7.2 The rates of pay, allowances and conditions of employment specified in this Agreement shall apply for the duration of this Agreement.

8. CONSULTATION

- 8.1 Where RFDS has made a decision to implement major changes to program, organisation, structure, workforce modelling, or technology, that are likely to have significant effects on the Flight Nurses and/or SFNs, the RFDS will consult the Flight Nurses and/ or SFNs in accordance with the provisions below:

- 8.2 The RFDS must notify the relevant Flight Nurses and/or SFNs, and the Unions, of the decision to introduce major change.

- 8.3 The relevant Flight Nurses and/or SFNs may appoint a representative for the purpose of the procedure in this Clause.

If:

- 8.3.1 A Flight Nurse or SFN appoints, or relevant Flight Nurses and/or SFNs appoint, a representative for the purpose of consultation; and

- 8.3.2 The Flight Nurse(s) and/or SFN(s) advise the RFDS of the identity of the representative;

the RFDS must recognise the representative.

- 8.4 As soon as practicable after making its decision, the RFDS must:

- 8.4.1 Discuss with the relevant Flight Nurses and/or SFNs:

8.4.1.1 The introduction of the change; and

8.4.1.2 The effect the change is likely to have on the Flight Nurses and/or SFNs; and

8.4.1.3 Measures the RFDS is taking to avert or mitigate the adverse effect of the change on the Flight Nurses and/or SFNs; and

- 8.4.2 For the purpose of the discussion – provide, in writing, to the relevant Flight Nurses and/or SFNs:

8.4.2.1 All relevant information about the change including the nature of the change proposed; and

8.4.2.2 Any other matters likely to affect the employees.

- 8.5 However, the employer is not required to disclose confidential or commercially sensitive information to the relevant employees.

- 8.6 The RFDS must give prompt and genuine consideration to matters raised about the major change to the relevant Flight Nurses and/or SFNs.

- 8.7 In this Clause, a major change is likely to have a significant effect on Flight Nurses and/or SFNs if it results in:
- 8.7.1 The termination of employment of Flight Nurse(s) and/or SFN(s);
 - 8.7.2 Major change to the composition, operation or size of the RFDS' workforce or to the skills required of Flight Nurses and/or SFNs;
 - 8.7.3 The elimination or diminution of job opportunities (including opportunities for promotion or tenure);
 - 8.7.4 The alteration of hours of work (including change to rosters);
 - 8.7.5 The need to retrain Flight Nurses and/or SFNs;
 - 8.7.6 The need to relocate Flight Nurses and/or SFNs to another workplace (other than the bases identified in this Agreement); or
 - 8.7.7 The restructuring of jobs.
- 8.8 Change to regular roster or ordinary hours of work
- 8.8.1 For a change referred to in clause 8.1.1:
 - 8.8.2 The employer must notify the relevant employees of the proposed change; and
 - 8.8.3 Subclauses (8.9) to (8.12) apply.
- 8.9 The relevant employees may appoint a representative for the purposes of the procedures in this term.
- If;
- 8.9.1 A relevant employee appoints, or relevant employees appoint, a representative for the purpose of consultation;
- And
- 8.9.2 The employee or employees advise the employer of the identity of the representative; the employer must recognise the representative.
- 8.10 As soon as practicable after proposing to introduce the change, the employer must:
- 8.10.1 Discuss with the relevant employees the introduction of the change; and
 - 8.10.2 For the purpose of the discussion – provide to the relevant employees:
 - 8.10.2.1 All relevant information about the change, including the nature of the change; and
 - 8.10.2.2 Information about what the employer reasonably believes will be the effects of the change on the employees;
- And

- 8.10.2.3 Information about any other matters that the employer reasonably believes are likely to affect the employees; and
- 8.10.2.4 Invite the relevant employees to give their views about the impact of the change (including any impact in relation to their family or caring responsibilities.
- 8.11 However, the employer is not required to disclose confidential or commercially sensitive information to the relevant employees.
- 8.12 The employer must give prompt and genuine consideration to matters raised about the change by the employees.
- 8.13 A relevant Flight Nurse and/or SFN is a Flight Nurse and/or SFN who may be affected by a major change.

9. AGREEMENT CONSULTATIVE COMMITTEE (ACC)

- 9.1 The parties agree that the consultative structure for monitoring this Agreement, and resolving concerns and/or disputes arising from the operation of the Agreement, is the ACC.
- 9.2 The ACC for this Agreement shall consist of:
 - 9.2.1 A management representative; and
 - 9.2.2 Three employee representatives, one from each Base.
- 9.3 The role of the ACC shall be to:
 - 9.3.1 Monitor the operation and implementation of the Agreement;
 - 9.3.2 Reach decisions through consensus which shall operate as recommendations to the parties they represent;
 - 9.3.3 Consider reports and ideas generated by the Flight Nurses and SFNs and RFDS representatives on a range of enterprise bargaining issues;
 - 9.3.4 Distribute minutes of its meetings to all parties to the Agreement, together with regular Bulletins. Members of the ACC will make themselves available to Flight Nurses and SFNs for the purposes of receiving and providing information;
 - 9.3.5 Assist in resolving any disputes arising out of the operation of the Agreement; and
 - 9.3.6 Act as a forum for consultation with the Flight Nurses and SFNs.
- 9.4 The ACC will meet as required at the request of either party.

10. ENGAGEMENT

10.1 Salary Classifications

- 10.1.1 Save and except where specifically provided for in this Agreement, Flight Nurses and SFNs shall be classified by the RFDS and paid in accordance with the classification structure outlined in Schedule 1.
- 10.1.2 The Total Salary, which includes the Base Salary plus RFDS Allowances, is paid in consideration of all normal hours worked. The 30% RFDS base allowance component is paid in consideration of all penalty rates, public holidays and allowances, unless otherwise provided in this Agreement.
- 10.1.3 Where, for the purposes of any provision of this Agreement, it is necessary to convert a Flight Nurse's or SFN's Total Salary into an hourly rate, it shall, in every instance, be ascertained by using the following formula:

$$\frac{\text{Total Salary}}{52 \div 38^1}$$
- 10.1.4 All incremental payments shall be determined in accordance with Schedules 1 and 3 of this Agreement.
- 10.1.5 Determination of the appropriate salary Step for Flight Nurses and SFNs will occur in accordance with Schedule 1.

10.2 Probationary Period

- 10.2.1 A six-month probationary period applies to all offers of employment for Flight Nurses and SFNs. Throughout the probationary period, the Flight Nurse's or SFN's competency and suitability will be assessed, with ongoing appointment contingent upon successful completion of competency standards and overall performance during the probationary period.
- 10.2.2 Where applicable, the RFDS may consider a lesser probationary period in recognition of comparable flight nursing experience, knowledge and education.
- 10.2.3 During the probationary period, the contract of service shall, unless otherwise mutually agreed by the Flight Nurse or SFN and the RFDS, be terminable by either the RFDS or the Flight Nurse/SFN by giving one week's notice to the other.

10.3 Casual Flight Nurses

- 10.3.1 If a Flight Nurse is engaged as a casual Flight Nurse, the Flight Nurse shall be paid in accordance with Schedule 2.
- 10.3.2 RFDS commits to the principle of permanent employment of nursing staff. Casual employment will therefore be kept to a minimum and only used to cover unplanned absences

¹ See Clause 14 for Additional Shifts.

- 10.3.3 Casual Flight Nurses will be paid from the time they are called for duty or when required by the RFDS to undertake duties at the applicable hangar.

10.4 Casual Conversion

The RFDS Central Operations will provide casual Flight Nurses with the first right of refusal for all part-time and full-time Flight Nurse vacancies.

10.5 Part-time Flight Nurses and SFNs

If a Flight Nurse or SFN is engaged on a part-time basis, the following provisions apply:

- 10.5.1 Part-time Flight Nurses and SFNs shall be paid a salary proportional to the salary of a full-time Flight Nurse or SFN (as the case may be), according to average hours worked, and based on the appropriate salary in Schedule 1 of this Agreement.
- 10.5.2 Part-time Flight Nurses and SFNs will be entitled to all leave entitlements (including study leave) and allowances on a pro-rata basis.
- 10.5.3 Part-time Flight Nurses and SFNs shall be entitled to payment for annual leave, personal leave and all other authorised paid leave on a pro-rata basis. If a Flight Nurse or SFN works on occasions outside of their agreed part-time hours, the Flight Nurse or SFN will accrue additional leave entitlements for those additional hours worked.
- 10.5.4 The RFDS will roster part-time Flight Nurses in such a manner that their rostered standby periods are pro rated to that of a full-time Flight Nurse (for example, weekends free of duty, allocation of various standby periods). However, the RFDS, in considering its service delivery requirements and equity across the Flight Nurse group, reserves the right to direct part-time Flight Nurses to work the standby periods required.
- 10.5.5 The full-time equivalency of a part-time Flight Nurse or SFN shall be agreed upon commencement of employment, and may be amended by agreement between the individual Flight Nurse or SFN and the RFDS. However, hours rostered shall not exceed those of a full-time Flight Nurse or SFN, as the case may be.
- 10.5.6 Full-time Flight Nurses or SFNs, who convert to part-time employment, shall transfer all accrued entitlements, and their employment shall be deemed to be continuous.
- 10.5.7 Full-time Flight Nurses and SFNs, who request part-time work and are given such work, may revert to full-time employment on a specified future date by agreement with the RFDS. When full-time Flight Nurses or SFNs transfer to part-time work on an 'open ended' basis and wish to return to their former full-time arrangement, any request for full-time employment will be considered on availability of suitable work provided, however, the return to full-time employment shall be at the absolute discretion of the RFDS. All agreements shall be recorded in writing.

10.5.8 No existing full-time Flight Nurses or SFNs shall be transferred by the RFDS to part-time employment without the written consent of the relevant Flight Nurse or SFN.

10.5.9 Part-time Flight Nurses and SFNs, who convert to full-time employment, shall transfer all accrued entitlements and their employment shall be deemed to be continuous.

11. STAFF APPRAISALS PROCEDURE AND PERFORMANCE AGREEMENT

Flight Nurses and SFNs agree to participate in annual performance, training and development reviews, which will assess the Flight Nurse's and SFN's overall performance, core and role specific competencies and professional development for the review period. In addition to assessing performance and competency, these reviews will assist to identify any personal training and professional development requirements needed to achieve the RFDS' role specific competencies whilst also considering the individual Flight Nurse's or SFN's aspirations in line with the RFDS' organisational requirements.

12. ROSTERS

12.1 Flight Nurses and SFNs must comply with the various policies and laws which apply to alcohol and non-prescription drugs in RFDS' workplaces, including RFDS Drug and Alcohol Management Plan/Policy (DAMP) requirements.

12.2 Rotational rosters will be released three weeks prior to their commencement.

12.3 While it is acknowledged by all parties that actual working hours will vary depending upon the operational needs of the RFDS, it is anticipated that a Flight Nurse's actual working hours will not exceed an average of 38 hours per week over a 52-week cycle.

12.4 In the event that average actual working hours significantly exceed this level, the RFDS, via the ACC, will review rostering arrangements either on an individual or a collective basis depending on the circumstances.

12.5 Flight Nurses and SFNs, who are rostered on standby are not required to attend their normal place of work, other than as required to attend to:

- Day-to-day administrative and house-keeping requirements in accordance with the RFDS Health Service Manual OPS 05 or its alternative;
- Quality/clinical review and organisational staff development activities; or Where being paid as an overtime event as defined in Clause 14.

but are required to be:

- Contactable and available for duty at all times during their standby period;
- Present at the RFDS base at least 20 minutes prior to nominated 'doors close' for the first flight of the shift; and

- Ready for 'doors close' within 45 minutes of being tasked, except where longer response times are operationally specified, and shall be able to achieve the doors closed response time.

12.6 Flight Nurses and SFNs not specifically engaged as relieving staff may be required to provide roster relief at another base for a period not exceeding four weeks on a voluntary basis, or for a longer period, as negotiated by the individual Flight Nurse or SFN and the RFDS. In an Emergency Situation, as defined, a Flight Nurse or SFN may be rostered to another base. In such circumstances, and when selecting staff, consideration will be given to a Flight Nurse's or SFN's personal and/or domestic circumstances.

12.6.1 Where possible, a minimum of four weeks' notice will be provided.

12.6.2 In accordance with RFDS Roster Relief Policy, suitable accommodation will be provided by the RFDS, in addition to the roster relief allowance.

12.6.3 A Flight Nurse providing roster relief will maintain their normal salary or assume the rate of pay for the base they are relieving, whichever is higher, for the duration of the relief.

12.6.4 Where a SFN is required to relieve the Nursing Director for a period of two weeks or more, the SFN's role will be backfilled.

12.7 Where the RFDS, Flight Nurses and SFNs seek to alter the master roster, the RFDS will undertake consultation with the Flight Nurses and SFNs (where appropriate) in accordance with Clause 8. The RFDS also agrees to undertake a vote of the affected nurses to seek a response in relation to the alteration. However, the RFDS reserves the right to implement roster changes to meet service delivery and contractual requirements.

12.8 Proposed Flexibility

12.8.1 During the life of this Agreement, the parties are committed to reviewing existing work practices with the aim of improving flexibility and productivity whilst maintaining Flight Nurse and SFN lifestyles.

12.8.2 Any increased requirement for Flight Nurses to attend work at the hangar when rostered will be the subject of discussion and consultation via the ACC constituted pursuant to Clause 9.1. The RFDS, Flight Nurses and SFNs covered by this Agreement may agree to make an individual flexibility arrangement to vary the effect of terms of the Agreement if:

12.8.2.1 The Agreement deals with one or more of the following matters:

- (a) Arrangements about when work is performed;
- (b) Overtime rates;
- (c) Penalty rates;
- (d) Allowances;

- (e) Leave loading; and
- 12.8.2.2 The arrangement meets the genuine needs of the RFDS and the individual Flight Nurse or SFN (as the case may be) in relation to at least one of the matters in Clause 12.8.2.1; and
- 12.8.2.3 The arrangement is genuinely agreed to by the parties.
- 12.8.3 The RFDS must ensure that the terms of the individual flexibility arrangement:
 - 12.8.3.1 Are about permitted matters under section 172 of the Act; and
 - 12.8.3.2 Are not unlawful terms under section 194 of the Act; and
 - 12.8.3.3 Result in the Flight Nurse or SFN being better off overall than they would be if no arrangement had been made.
- 12.8.4 The RFDS must ensure that the individual flexibility arrangement:
 - 12.8.4.1 Is in writing;
 - 12.8.4.2 Includes the name of the RFDS and the individual Flight Nurse or SFN to which it relates;
 - 12.8.4.3 Is signed by the RFDS and the individual Flight Nurse or SFN;
 - 12.8.4.4 Includes details of:
 - (a) The terms of the Agreement that will be varied by the arrangement;
 - (b) How the arrangement will vary the effect of the terms; and
 - (c) How the Flight Nurse or SFN will be better off overall in relation to the terms and conditions of the Flight Nurse's or SFN's employment as a result of the arrangement; and
 - 12.8.4.5 States the day on which the arrangement commences.
- 12.8.5 The RFDS must give the Flight Nurse or SFN a copy of the individual flexibility arrangement within 14 days after it is agreed to.
- 12.8.6 The RFDS or individual Flight Nurse or SFN may terminate the individual flexibility arrangement:
 - 12.8.6.1 By giving no more than 28 days written notice to the other party; or
 - 12.8.6.2 If the RFDS and individual Flight Nurse or SFN agree in writing – at any time.

13. HOURS OF WORK

- 13.1 All Flight Nurses shall work to a seven-day roster.
- 13.2 A full-time Flight Nurse and SFN will be rostered for 1748 hours of work per annum
 $38 \text{ hours} \times 52 \text{ weeks} = 1,976 \text{ hours}$ (228 hours for annual leave) = 1748 hours.
- 13.3 All Flight Nurses shall work shifts, as determined by the roster, varying from eight to 12 hours.
- 13.4 All Flight Nurses shall have a break between shifts of at least 10 hours for availability and are responsible to discuss with the SFN/Nursing Director appropriate coverage of their roster if the break impacts on their next rostered period.
- 13.5 For the purposes of this Clause, duty time means the commencement of the tasks associated with first assignment of the shift to the completion of the last task associated with that shift's flight (e.g. clean up of the aircraft, paperwork or other associated tasks).
- 13.6 The RFDS recognises that the SFNs play an important part in managing the Flight Nurse roles and staffing requirements at each Base. Whilst the SFNs receive additional allowances in recognition of this role, the parties acknowledge that there is a need to further improve the work/life balance, and provide time free of duty, for the SFNs.

The RFDS agrees to consult with the SFNs and their representatives about potential solutions to work/life balance issues. SFNs will continue to access a minimum of 12 weekends, per calendar year, free from duty in accordance with Clause 13.7.
- 13.7 A Flight Nurse, who is not on the roster and who volunteers to act as a SFN when the SFN is free of all duty for a weekend, will be contactable from 5.00pm on Friday until 8.00am on the following Monday. Should a Flight Nurse not volunteer, the RFDS reserves the right to roster a Flight Nurse to provide cover during the identified period. When rostering a Flight Nurse for this purpose, consideration will be given to a Flight Nurse's personal and/or domestic circumstances. The Flight Nurse rostered will receive \$200 for undertaking the duties of the SFN during that period.
- 13.8 Where a SFN is unable to identify an alternative Flight Nurse to provide emergency shift coverage and the SFN is unable to provide coverage, the SFN must contact the Nursing Director to discuss alternatives.

14. ADDITIONAL SHIFTS

- 14.1 Full-time Flight Nurses and SFNs, who work additional shifts during their days off outside their agreed, negotiated or published roster, to facilitate roster/task coverage, will be entitled to an overtime payment as detailed in Clause 14.4.
- 14.2 Part-time Flight Nurses or SFNs, who work additional shifts in excess of their contracted work hours, may be entitled to overtime payments in accordance with Clause 14.4.

- 14.3 If a part-time Flight Nurse or SFN works additional shifts in excess of their contracted fortnightly work hours, but less than 76 hours per fortnight, the additional hours will be paid at their ordinary rate of pay, calculated as provided for in Clause 10.1.3.
- 14.4 For full-time and part-time Flight Nurses and SFNs, overtime rates will be paid for all hours worked (relating to agreed additional shifts), in excess of 76 hours in each fortnight as follows:
 - 14.4.1 Any overtime worked on Monday to Saturday (inclusive) will attract a rate of time and a half for the first two hours, and then double time thereafter.
 - 14.4.2 Any overtime worked on Sunday will attract a rate of double time.
 - 14.4.3 Any overtime worked on a public holiday will attract a rate of double time and a half.
- 14.5 A Flight Nurse or SFN who works agreed additional shifts as defined in this Clause will be required to be at the Base for the entire shift unless otherwise agreed with the Nursing Director.

15. **OVERRUN OF ROSTERED STANDBY PERIOD PAYMENT**

- 15.1 This Clause applies to Flight Nurses. It does not apply to SFNs.
- 15.2 The parties acknowledge that, on occasion and due to operational reasons, a Flight Nurse may be required to perform duties beyond the rostered standby period. However, the RFDS will take steps during the life of the Agreement to minimise this occurrence, where possible. Should an overrun occur, the payments prescribed in this Clause will apply.
- 15.3 **Priority 1 and 2 Tasks**
 - 15.3.1 If a Flight Nurse, in the performance of duty, overruns the end of the rostered standby period by more than two hours, but less than four hours, the Flight Nurse will be paid an overrun duty payment of \$165.
 - 15.3.2 If a Flight Nurse, in the performance of duty, overruns the end of the rostered standby period by four hours or more, the Flight Nurse will be paid an overrun duty payment of \$360.
- 15.4 **Priority 3-7 Tasks**
 - 15.4.1 If a Flight Nurse, in the performance of duty, overruns the end of the rostered standby period by more than 30 minutes, but less than four hours, the Flight Nurse will be paid an overrun duty payment of \$165.
 - 15.4.2 If a Flight Nurse, in the performance of duty, overruns the end of the rostered standby period by four hours or more, the Flight Nurse will be paid an overrun duty payment of \$360.
- 15.5 The payments provided in this Clause do not operate cumulatively.

- 15.6 In calculating the duration of the overrun and the allocation of the payment (if any) in this Clause, the parties agree that a Flight Nurse will have a maximum of 30 minutes to finalise all work-related tasks after patient handover.

16. HIGHER DUTIES

- 16.1 If a Flight Nurse is required by the RFDS to perform the duties of a SFN for a period equal to or exceeding one week (five days), on a consecutive basis, the Flight Nurse will be entitled to an additional 12.5% of the Flight Nurse's Total Salary for the full period.
- 16.2 A Flight Nurse who relieves the SFN for a period of more than 4 weeks will be entitled to one weekend free from duty.

17. SALARY PACKAGING

Flight Nurses and SFNs will be entitled to salary packaging benefits in accordance with the RFDS Salary Packaging Policy upon commencement of employment with the RFDS.

18. ANNUAL LEAVE

- 18.1 Flight Nurses and SFN's are entitled to 228 hours of Annual Leave in each 52 week period. This will be on a pro-rata basis for part-time Flight Nurses.
- 18.2 A nominal value of 7.6 hours will be given to each annual leave day, totalling 228 hours over 30 days (six weeks) for a fulltime employee.
- 18.3 Applications for periods of leave will be approved following appropriate negotiation and reference to roster requirements at the time of the request for leave.
- 18.4 Flight Nurses and SFNs will take annual leave in full week blocks however, consideration will be given to requests for single days of annual leave. A Flight Nurse or SFN may make a written request in accordance with the Act to cash out up to 76 hours (pro rata for part-time Flight Nurses) of their accrued annual leave entitlement every 12 months, subject to the following conditions:
- 18.4.1 The cashing out of a portion of leave is contingent upon the Flight Nurse or SFN taking at least 152 hours (pro rata for part-time Flight Nurses) of annual leave in the same 12-month period;
- 18.4.2 The authorisation of such a written request is at the sole discretion of the RFDS; and
- 18.4.3 If such a written request is authorised by the RFDS, a written agreement will be made by the parties in respect of the cashed out portion of leave and a Flight Nurse or SFN is entitled to receive payment in lieu of the amount of annual leave based on their Total Salary at the time the election is made.

19. **PERSONAL LEAVE (SICK LEAVE, CARER'S LEAVE AND COMPASSIONATE LEAVE)**

Flight Nurses and SFNs are entitled to 10 personal leave days per annum (pro rata for part-time staff) and three compassionate leave days per permissible occasion in accordance with the RFDS Leave Policy.

20. **URTI LEAVE**

20.1 In addition to the above, Flight Nurses and SFNs are entitled to six days paid URTI leave per year, to be accrued on the anniversary of their employment. This entitlement is applied on a pro rata basis for part-time Flight Nurses.

20.2 If URTI leave is for a period of two or more consecutive days, the Flight Nurse or SFN must provide the RFDS with a medical certificate from a registered medical practitioner or other satisfactory evidence (such as a statutory declaration) to the RFDS' satisfaction.

20.3 URTI leave does not accumulate from year to year.

21. **LONG SERVICE LEAVE**

21.1 South Australian based Flight Nurses and SFNs covered by this Agreement shall accrue long service leave entitlements in accordance with the South Australian *Long Service Leave Act 1987 (SA)* (**the SA Act**).

21.2 Northern Territory based Flight Nurses and SFNs covered by this Agreement shall accrue long service leave entitlements in accordance with the *Northern Territory Long Service Leave Act*.

21.3 Additionally, Northern Territory based Flight Nurses and SFNs will be provided with equitable access to payment in lieu of long service leave during employment in accordance with the SA Act.

21.4 Flight Nurses and SFNs will be paid and take leave in accordance with the RFDS Leave Policy.

22. **PARENTAL LEAVE**

22.1 Flight Nurses and SFNs are entitled to parental leave in accordance with the Act and 14 weeks' paid parental leave on full pay, or 28 weeks paid parental leave on half pay, in accordance with the RFDS Leave Policy.

The RFDS paid leave entitlement is paid in addition to any Federal Government Scheme to which a Flight Nurse or SFN may be eligible.

22.2 During a period of parental leave, a Flight Nurse or SFN may engage in casual work with another employer, subject to the RFDS Outside Employment Policy. Such employment must not affect the terms of approved parental leave with the RFDS.

23. **JURY SERVICE**

23.1 Flight Nurses and SFNs required to attend for jury service during ordinary working hours will be reimbursed by the RFDS an amount equal to the difference

between the amount paid in respect of the attendance for such jury service and the amount of salary which would have been paid had the employee not been on jury service.

- 23.2 Flight Nurses and SFNs must notify the RFDS as soon as possible of the date upon which they are required to attend for jury service.
- 23.3 The Flight Nurse and SFN must give the RFDS proof of such attendance, the duration of such attendance and the amount received in respect of such jury service.
- 23.4 A Flight Nurse or SFN called up and subsequently not required for jury service must report for work as soon as practicable after being informed that they are not so required.

24. FAMILY AND DOMESTIC VIOLENCE LEAVE

This clause applies to all employees, including casuals

24.1 Definitions

24.1.1 In this clause:

24.1.1.1 family and domestic violence means violent, threatening or other abusive behaviour by a family member of an employee that seeks to coerce or control the employee and that causes them harm or to be fearful.

24.1.2 family member means:

24.1.2.1 (a spouse, de facto partner, child, parent, grandparent, grandchild or sibling of the employee; or

24.1.2.2 a child, parent, grandparent, grandchild or sibling of a spouse or de facto partner of the employee; or

24.1.2.3 a person related to the employee according to Aboriginal or Torres Strait Islander kinship rules.

- 24.2 A reference to a spouse or de facto partner in the definition of family member in clause 24.1 includes a former spouse or de facto partner.

24.3 Entitlement to unpaid leave

An employee is entitled to 5 days' unpaid leave to deal with family and domestic violence, as follows:

24.3.1 the leave is available in full at the start of each 12 month period of the employee's employment; and

24.3.2 the leave does not accumulate from year to year; and

24.3.3 is available in full to part-time and casual employees.

Note: 1. A period of leave to deal with family and domestic violence may be less than a day by agreement between the employee and the employer.

Note: 2. The employer and employee may agree that the employee may take more than 5 days' unpaid leave to deal with family and domestic violence.

24.4 Taking unpaid leave

24.4.1 An employee may take unpaid leave to deal with family and domestic violence if the employee:

24.4.2 is experiencing family and domestic violence; and

24.4.3 needs to do something to deal with the impact of the family and domestic violence and it is impractical for the employee to do that thing outside their ordinary hours of work.

Note: The reasons for which an employee may take leave include making arrangements for their safety or the safety of a family member (including relocation), attending urgent court hearings, or accessing police services.

24.5 Service and continuity

The time an employee is on unpaid leave to deal with family and domestic violence does not count as service but does not break the employee's continuity of service.

24.6 Notice and evidence requirements

24.6.1 Notice

24.6.1.1 An employee must give their employer notice of the taking of leave by the employee under clause 24.3. The notice:

24.6.1.2 must be given to the employer as soon as practicable (which may be a time after the leave has started); and

24.6.1.3 must advise the employer of the period, or expected period, of the leave.

24.6.2 Evidence

24.6.2.1 An employee who has given their employer notice of the taking of leave under clause 24.5 must, if required by the employer, give the employer evidence that would satisfy a reasonable person that the leave is taken for the purpose specified in clause 24.2

Note: Depending on the circumstances such evidence may include a document issued by the police service, a court or a family violence support service, or a statutory declaration.

24.7 Confidentiality

- 24.7.1 Employers must take steps to ensure information concerning any notice an employee has given, or evidence an employee has provided under clause 24.5 is treated confidentially, as far as it is reasonably practicable to do so.
- 24.7.2 Nothing in clause 24.5 prevents an employer from disclosing information provided by an employee if the disclosure is required by an Australian law or is necessary to protect the life, health or safety of the employee or another person.

Note: Information concerning an employee's experience of family and domestic violence is sensitive and if mishandled can have adverse consequences for the employee. Employers should consult with such employees regarding the handling of this information.

24.8 Compliance

- 24.8.1 An employee is not entitled to take leave under clause 24.3 unless the employee complies with clause 24.5 and.

25. UNIFORMS

- 25.1 Flight Nurses and SFNs shall be entitled to uniforms and protective clothing in accordance with the RFDS Uniform Policy.
- 25.2 Short Term (engagement for up to four weeks) and Locum Flight Nurses will be responsible for providing their own shoes and trousers.

26. AMENITIES

- 26.1 The RFDS will provide lockable facilities to each Flight Nurse and SFN to store their personal effects and RFDS issued property for the duration of their shift.
- 26.2 If the RFDS requires the Flight Nurse or SFN to change their clothing at work or undertake work which necessitates a change of clothing, the RFDS will provide appropriate facilities for this to occur.

27. ACCOMMODATION

- 27.1 Where a Flight Nurse or SFN is required to stay overnight, away from their normal base, the RFDS will endeavour to provide (where possible) and in accordance with RFDS Travel & Accommodation Policy a minimum standard of accommodation which:
 - 27.1.1 Has secure access;
 - 27.1.2 Is quiet and clean;
 - 27.1.3 Has vehicle security;
 - 27.1.4 Has private bathroom facilities; and

27.1.5 Has 24-hour meal availability.

28. REMOTE AREA HOUSING ASSISTANCE

Remote Area Housing Allowance will be paid in accordance with RFDS Remote Area Housing Assistance Policy.

29. STUDY LEAVE

Attendance by Flight Nurses and SFNs at organisational training days is considered a priority.

Study leave will consist of five days of mandatory training in addition to five days of elected training per year for each FN/SFN. Training days will be pro-rata for part-time employees.

The granting of elected training is subject to the approval of the employees Manager and Manager Once Removed.

Training days will be rostered as part of an employees' ordinary shift pattern.

30. OCCUPATIONAL HEALTH & SAFETY

The RFDS and its staff will continue to develop and comply with occupational health and safety policies and procedures which contribute to the RFDS achieving a safe and healthy working environment.

Development and implementation of policies and/or procedures, as appropriate, is based on risk assessment, e.g. hearing conversation program; manual handling program.

31. OUTSIDE EMPLOYMENT

Any outside employment is subject to RFDS' Outside Employment Policy and the related provisions detailed in the Health Services Manual Ops 05.

32. TERMINATION AND RESIGNATION

32.1 Resignation

32.1.1 Upon successful completion of the qualifying period a Flight Nurse or SFN may terminate their employment by giving the RFDS a minimum of four weeks' notice in writing.

32.1.2 If a Flight Nurse or SFN does not provide the requisite notice, the Flight Nurse or SFN forfeits to the RFDS the equivalent number of weeks' salary.

32.1.3 The parties may agree upon a lesser period of notice.

32.2 Termination

32.2.1 The RFDS may terminate a Flight Nurse's or SFN's employment, for reasons other than serious or wilful misconduct/negligence, in accordance with RFDS Policy, by giving notice to the a Flight Nurse or SFN (or payment in lieu of notice) in accordance with the table below:

Period of continuous service with the RFDS	Period of notice required
Not more than one year	One week
More than one year but not more than three years	Two weeks
More than three years but not more than five years	Three weeks
More than five years	Four weeks

32.2.2 The entitlement to notice in Clause 32.2.1 is increased by one week if the Flight Nurse or SFN:

- Is over 45 years of age; and
- Has completed at least two years continuous service with the RFDS.

32.2.3 The RFDS may terminate a Flight Nurse's or SFN's employment without the requisite notice if the Flight Nurse or SFN commits an act of serious and wilful misconduct/negligence that warrants immediate termination.

32.2.4 Payment in lieu of notice will be made if the appropriate notice period is not required to be worked. Employment may be terminated by the Flight Nurse or SFN working part of the required period of notice and by the RFDS making payment for the remainder of the period of notice.

32.2.5 In calculating any payment in lieu of notice, the wage a Flight Nurse or SFN would have received in respect of the ordinary time they would have worked during the period of notice had their employment not been terminated will be used.

32.2.6 The period of notice in this Clause shall not apply in the case of dismissal for conduct that justifies instant dismissal in the case of casual Flight Nurses, or Flight Nurses or SFNs engaged for a specific period of time or for a specific task or tasks.

32.2.7 If a Flight Nurse or SFN fails to give notice the RFDS has the right to withhold monies due to them up to a maximum of one weeks' normal wages.

32.2.8 Where the RFDS has given notice of termination to a Flight Nurse or SFN, the Flight Nurse or SFN shall be allowed up to one day's time off without loss of pay for the purpose of seeking other employment. The time off shall be taken at times that are convenient to the Flight Nurse or SFN after consultation with the RFDS.

32.3 Payment of Wages at Termination

32.3.1 The RFDS has the right to deduct from any monies owing to a Flight Nurse or SFN at termination, any monies due to the RFDS under the provisions of this Agreement, any RFDS Policy or the Flight Nurse's or SFN's contract of employment, up to a maximum of one weeks' normal

wages. In the event that the RFDS agrees to a shorter period of notice than that required under clause 32.2.1 no deduction will be made.

- 32.3.2 When notice of termination of employment has been given by a Flight Nurse or SFN, or a Flight Nurse's or SFN's services have been terminated by the RFDS, payment of all wages and other monies due will be made into the Flight Nurse's or SFN's nominated account, following the return of all RFDS property. Payment will occur on or as soon as possible after the Flight Nurse's or SFN's last day, but no later than the last day of the pay cycle following the cessation of employment.

33. CONTINUOUS SERVICE

33.1 Maintenance of Continuous Service

Except as otherwise indicated, service is deemed to be continuous despite:

- 33.1.1 absence of the Flight Nurse or SFN from work in accordance with their contract of employment or any provision of this Agreement.
- 33.1.2 absence of the Flight Nurse or SFN from work for any cause by leave of the RFDS.
- 33.1.3 absence from work on account illness, disease or injury.
- 33.1.4 absence with reasonable cause. Proof of such reasonable cause lies with the Flight Nurse or SFN.
- 33.1.5 interruption or termination of the Flight Nurse's or SFN's service by an act or omission of the RFDS with the intention of avoiding any obligation imposed under the RFDS Leave Policy, the Act or the relevant State legislation.
- 33.1.6 interruption or termination of the Flight Nurse's or SFN's service by the RFDS for any reason other than those referred to in this Clause if the Flight Nurse or SFN returns to the service of the RFDS within two months of the day on which the service was interrupted or terminated.
- 33.1.7 any other absence from work for any reason other than those referred to in this Clause, unless written notice is given by the RFDS that the absence from work is to be taken as breaking the Flight Nurse's or SFN's continuity of service. Such notice must be given during the period of absence or no later than 14 days after the end of the period of absence.

33.2 Calculation of period of service

Where a Flight Nurse's or SFN's continuity of service is preserved under this Clause, the period of absence from work is not to be taken into account in calculating the period of the Flight Nurse's or SFN's service with the RFDS, except to the extent that the Flight Nurse or SFN receives or is entitled to receive pay for the period.

34. MEDICAL EXAMINATION

- 34.1 An offer of employment is subject to the prospective Flight Nurse or SFN undertaking a pre-employment medical examination and a functional capacity assessment, including audiometry and drug and alcohol testing arranged by the RFDS. The assessment will be relevant to the risk factors of the job and this sensitive information will be handled confidentially.
- 34.2 Flight Nurses and SFNs agree that, for occupational health and safety reasons, they may, from time to time, be required by the RFDS to undergo medical examinations/functional capacity testing to be arranged by the RFDS.
- 34.3 Any assessment/medical examination performed under the above Clauses shall be at the expense of the RFDS.

35. SUPERANNUATION

- 35.1 A Flight Nurse's and SFN's superannuation entitlement shall be determined in accordance with the RFDS' Superannuation Policy and the *Superannuation Guarantee Administration Act, 1992* (Cth).
- 35.2 In accordance with RFDS Superannuation Policy, Flight Nurses and SFNs may elect to have their superannuation contributions paid into a fund of their choice. The RFDS National Superannuation Plan is the nominated default fund into which contributions will be made if a Flight Nurse and SFN does not elect otherwise.

36. TRANSMISSION OF BUSINESS

Where the RFDS or any part of the RFDS or its operations are transmitted to another party (**the Transmitlee**), a Flight Nurse or SFN is not entitled to the benefits provided by Clause 32.3 of this Agreement in respect of the termination of employment where:

- 36.1 The Flight Nurse or SFN becomes an employee of the Transmitlee; or
- 36.2 The Flight Nurse or SFN is offered employment with the Transmitlee; and
 - 36.2.1 The offer is made before the Transmission of Business occurs; and
 - 36.2.2 The terms and conditions of the new employment offered are:
 - 36.2.2.1 not substantially different from those applying to the Flight Nurse's or SFN's employment with the RFDS; or
 - 36.2.2.2 are substantially different but the offer constitutes an offer of suitable employment having regard to the Flight Nurse's or SFN's qualifications and experience; and
 - 36.2.3 The Flight Nurse or SFN unreasonably refuses the offer of employment with the Transmitlee.

37. DISCRIMINATION

The RFDS, the Flight Nurses and SFNs agree that:

- 37.1 It is their intention to achieve the principal object in section 3(e) of the Act, which is to respect and value the diversity of the workforce by helping to prevent and eliminate discrimination at their enterprise on the basis of race, colour, sex, sexual preference, age, physical or mental disability, marital status, family responsibilities, pregnancy, religion, political opinion, national extraction or social origins;
- 37.2 Any dispute concerning these provisions and their operation will be progressed initially under the Dispute Resolution procedure in this Agreement;
- 37.3 Nothing in these provisions allows any treatment that would otherwise be prohibited by antidiscrimination provisions in applicable Commonwealth, State or Territory legislation; and
- 37.4 Nothing in these provisions prohibits:
 - 37.4.1 Any discriminatory conduct (or conduct having a discriminatory effect) that is based on the inherent requirements of a particular position; or
 - 37.4.2 Any discriminatory conduct (or conduct having a discriminatory effect) if:
 - 37.4.2.1 The Flight Nurse or SFN is a member of staff of an institution that is conducted in accordance with the doctrines, tenants, beliefs or teachings of a particular religion or creed; and
 - 37.4.2.2 The conduct was in good faith to avoid injury to the religious susceptibilities of that religion or creed.

38. DISPUTE RESOLUTION

In relation to any matter that may be in dispute between the parties to this Agreement, including a dispute about the National Employment Standards (**the Matter**), the parties:

- 38.1 If a dispute relates to:
 - 38.1.1 a matter arising under the agreement; or
 - 38.1.2 the National Employment Standards;

this term sets out procedures to settle the dispute.
- 38.2 An employee who is a party to the dispute may appoint a representative for the purposes of the procedures in this term.
- 38.3 In the first instance, the parties to the dispute must try to resolve the dispute at the workplace level, by discussions between the employee or employees and relevant supervisors and/or management.
- 38.4 If discussions at the workplace level do not resolve the dispute, a party to the dispute may refer the matter to Fair Work Commission.
- 38.5 The Fair Work Commission may deal with the dispute in 2 stages:

38.5.1 the Fair Work Commission will first attempt to resolve the dispute as it considers appropriate, including by mediation, conciliation, expressing an opinion or making a recommendation; and

38.5.2 if the Fair Work Commission is unable to resolve the dispute at the first stage, the Fair Work Commission may then:

38.5.2.1 arbitrate the dispute; and

38.5.2.2 make a determination that is binding on the parties.

Note: If Fair Work Commission arbitrates the dispute, it may also use the powers that are available to it under the Act.

A decision that Fair Work Commission makes when arbitrating a dispute is a decision for the purpose of Div 3 of Part 5.1 of the Act. Therefore, an appeal may be made against the decision.

38.6 While the parties are trying to resolve the dispute using the procedures in this term:

38.6.1 an employee must continue to perform his or her work as he or she would normally unless he or she has a reasonable concern about an imminent risk to his or her health or safety; and

38.6.2 an employee must comply with a direction given by the employer to perform other available work at the same workplace, or at another workplace, unless:

38.6.2.1 the work is not safe; or

38.6.2.2 applicable occupational health and safety legislation would not permit the work to be performed; or

38.6.2.3 the work is not appropriate for the employee to perform; or

38.6.2.4 there are other reasonable grounds for the employee to refuse to comply with the direction.

38.7 The parties to the dispute agree to be bound by a decision made by Fair Work Commission in accordance with this term.

39. POST BASIC TRAINING

Flight Nurses and SFNs, who attend a post registration course offered by the RFDS or another Approved Agent, must, for the period of the course, be paid at the Flight Nurse's or SFN's substantive salary level (as the case may be). This will be on an application basis and subject to approval.

40. REDUNDANCY

The entitlement to severance pay upon redundancy will be;

Period of Continuous Service	Redundancy Pay
At least 1 year but less than 2 years	4 weeks
At least 2 years but less than 3 years	6 weeks
At least 3 years but less than 4 years	7 weeks
4 years of service	8 weeks
Each year of continuing service	2 weeks, up to a maximum of 30 weeks in total redundancy pay.

41. RENEGOTIATION

The parties agree to commence negotiations for the replacement of this Agreement at least six months prior to the nominal expiry date.

42. TERMINATING THIS AGREEMENT

42.1 This Agreement may be terminated only in accordance with Part 2-4, Division 7 of the Act.

42.2 If, after the nominal expiry date, either party provides the other parties to this Agreement one month's written notice that they wish to terminate this Agreement, that party may apply to FWC to have the Agreement terminated.

43. COMPLIANCE WITH ACT

The RFDS, the Flight Nurses, SFNs and the Unions, agree at all times to comply with the provisions of the Act, and any other relevant legislation.

44. SIGNATORIES

Signed for and on behalf of)
 all **FLIGHT NURSES &**)
SENIOR FLIGHT NURSES)
 [INSERT NAME])
 Flight Nurse)
BRENDAN DEVLIN)
 In the presence of:)



Signature

Michael Penno

Print Name

52 Darebin St Mile End SA 5031

Address

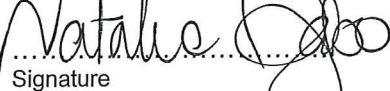
BRENDAN DEVLIN

 [INSERT NAME]



Signed for and on behalf of)
THE ROYAL FLYING)
DOCTOR SERVICE,)
CENTRAL OPERATIONS)
 Anthony Vaughan)
 Chief Executive Officer)

In the presence of:)




Signature

Natalie Szabo

Print Name

9 Landscape Cres Highbury SA 5089

Address



Anthony Vaughan

Signed for and on behalf of)
 THE AUSTRALIAN)
 NURSING AND)
 MIDWIFERY FEDERATION)
 (South Australian Branch))

Secretary)

In the presence of:)

Signature

Print Name

GERALDINE

HANNON

Australian Nursing & Midwifery Federation - SA
 191 Torrens Road
 RIDLEYTON SA 5008

Adj Associate Professor Elizabeth Dabars AM
 Branch Secretary, ANMF South Australian Branch

Address

Signed for and on behalf of)
 THE AUSTRALIAN)
 NURSING AND)
 MIDWIFERY FEDERATION)
 (NT Branch))

Branch Secretary)

In the presence of:)

Signature

Print Name

SHANE KLEIN

Address

ANMF NT, 16 CARYOTA CRT, COONAMUT GROVE NT 0810

Yvonne Falckh
Yvonne Falckh
Branch Secretary

SCHEDULE 1 – SALARIES & BENEFITS

All Flight Nurses covered by this Agreement are classified as either Flight Nurses or SFNs.

The following are required to be classified as a Flight Nurse or SFN:

▪ Education & Experience

Essential

- General Nursing Certificate, registered to practise within an Australian state or Territory and eligible for registration with the Australian Health Practitioner Regulation Agency.
- Relevant post graduate qualification and/or experience in appropriate skill areas e.g. Midwifery, ICU, CCU, NICU, Emergency or other Critical Care areas
- Ability to demonstrate ALS competencies and to work as sole practitioners in an isolated environment
- Ability to work both independently and as part of a multi-disciplinary team
- Confident in decision-making abilities
- Clearance by relevant State or Territory authority to work with children

Desirable

- Relevant post graduate qualifications and/or experience in Aero-medical nursing
- Thorough understanding of cross cultural and rural/remote area nursing issues
- Holds or is working towards an appropriate tertiary qualification
- Current Drivers licence

▪ Knowledge and Skills

Essential

- Self motivated with good organisational and decision making abilities
- Demonstrated initiative with the ability to work independently with minimal supervision and as a team member
- Exceptional record keeping skills

Desirable

- Knowledge of and commitment to Customer Service principles
- Knowledge of Equal Opportunity and occupational health and safety principles and practices
- Basic computer literacy within a Windows environment

Within the Flight Nurse classification, there are different Steps (1 – 4). At the South Australian bases (Adelaide and Port Augusta), there is a fifth Step (Level E). It is agreed that no further movement to Level E will occur for the life of this Agreement. All Flight Nurses who have achieved Level E status will be entitled to retain that classification and to receive salary and benefits according to that level.

Movement between the classification Steps will take place on the anniversary of the Flight Nurse's commencement of employment with the RFDS

Incremental progression for part-time and casual Flight Nurses is conditional on the following:

The Flight Nurse shall be entitled to move to the next Classification Step following the completion of 1,748 actual ordinary hours of work

Progression to the next applicable increment cannot occur earlier than 12 months at the previous or existing increment.

The Flight Nurses will be paid in accordance with the table below:

ROYAL FLYING DOCTOR SERVICE CENTRAL OPERATIONS						
	RFDS ALLOWANCES*	RFDS STEPS	1 July 2018	1 January 2019	1 January 2020	1 January 2021
% INCREASE ON BASE			2%	2%	2%	2%
Flight Nurse ADL (RN/RM)						
BASE		1	87,647	89,400	91,188	93,012
TOTAL						
SALARY	30%		113,940	116,219	118,543	120,914
BASE		2	89,593	91,385	93,213	95,077
TOTAL						
SALARY	31%		117,366	119,713	122,107	124,549
BASE		3	91,634	93,467	95,336	97,243
TOTAL						
SALARY	32%		120,957	123,376	125,844	128,361
BASE		4	93,451	95,320	97,226	99,170
TOTAL						
SALARY	35%		126,159	128,682	131,256	133,881
BASE		E	94,713	96,607	98,539	100,510
TOTAL						
SALARY	35%		127,862	130,419	133,027	135,688
Flight Nurse PAG (RN/RM)						
BASE		1	89,790	91,586	93,418	95,286
TOTAL						
SALARY	30%		116,727	119,062	121,443	123,872
BASE		2	91,804	93,640	95,513	97,423
TOTAL						
SALARY	31%		120,263	122,668	125,121	127,623
BASE		3	93,892	95,770	97,685	99,639
TOTAL						
SALARY	32%		123,937	126,416	128,944	131,523
BASE		4	95,754	97,669	99,622	101,614
TOTAL						
SALARY	35%		129,268	131,853	134,490	137,180

Flight Nurse ASP (RN/RM)						
BASE		1	91,599	93,431	95,300	97,206
TOTAL						
SALARY	30%		119,079	121,461	123,890	126,368
BASE		2	93,849	95,726	97,641	99,594
TOTAL						
SALARY	31%		122,943	125,402	127,910	130,468
BASE		3	95,871	97,788	99,744	101,739
TOTAL						
SALARY	32%		126,549	129,080	131,662	134,295
BASE		4	97,889	99,847	101,844	103,881
TOTAL						
SALARY	35%		132,151	134,794	137,490	140,240

* FLIGHT NURSES	
RFDS ALLOWANCE: RETENTION COMPONENT	
(included in above RFDS Allowances)	
Step 1	0%
Step 2	1%
Step 3	2%
Step 4	5%
Step E	5%

SENIOR FLIGHT NURSES

Senior Flight Nurses perform supervisory and managerial functions and will be paid in accordance with the increases in the table below:

ROYAL FLYING DOCTOR SERVICE CENTRAL OPERATIONS				
RFDS ALLOWANCES	1 July 2018	1 January 2019	1 January 2020	1 January 2021
% INCREASE	2%	2%	2%	2%
Senior Flight Nurse				
TOTAL	139,331	142,118	144,960	147,859
SALARY 5%	146,298	149,224	152,208	155,252

Final Year

It is agreed that in the final year of the Agreement, the wage offer will be 2% or CPI, whichever is the greatest.

ALLOWANCES

The following allowances will move by 2% per annum on 1 January for years 1 and 2 of the Agreement and 2% or CPI whichever is greater in the final (3rd) year of the Agreement;

- Overrun of rostered standby period

All Flight Nurses and SFNs

Benefit	Amount
Communication	<p>RFDS to supply mobile telephone handsets and retain ownership of them. However, Flight Nurses/SFNs remain responsible for costs related to loss or damage, if proved negligent.</p> <p>Flight Nurses are provided with a maximum allowance of \$55.00 per month, excluding GST (i.e. \$660.00 annually) for business use phone calls and SMS messages.</p> <p>Where expenditure for calls and SMS messages exceeds \$165.00 (excluding GST) for a three monthly period, the Flight Nurse will be advised of the overspend and be provided with a copy of the telephone accounts for the quarter accompanied by a payroll deducting form.</p> <p>The Flight Nurse will identify the source of the excess usage. If it is not business related, they will sign an authorisation for deduction of cost relating to the non-business related activity.</p> <p>The SFN via the Nursing Director will receive a monthly summary of individual mobile telephone expenditure. Three</p>

Benefit	Amount
	<p>months has been selected to reduce the administration workload and associated costs whilst allowing for averaging of calls over several months.</p> <p>Business calls shall include calls made with regard to patient care matters or notification of family should a delayed return to base/home be expected from a task.</p> <p>If a Flight Nurse/SFN takes a period of extended leave, they will be required to return the mobile telephone.</p>
Relocation Assistance	In accordance with RFDS Relocation Policy.
Skill Update Program	<p>Flight Nurses will be provided an opportunity to attend approved training for the purposes of updating their professional skills in accordance with the RFDS, Central Operations Health Services Manual – S3 or its equivalent. 10 days rostered training will be provided, 5 days will be determined by RFDS CO and 5 days at the discretion of the FN and by approval of the Manager and Manager Once Removed.</p>

SCHEDULE 2 – CASUAL STAFF SALARIES & BENEFITS

SHORT TERM CONTRACT/LOCUM/CASUAL FLIGHT NURSES

Salary for short term contract/locum, employed for a period of up to one month, and casual Flight Nurses, will be calculated as a weekly salary and paid irrespective of the number of rostered standby periods during each week, as follows:

Annual Flight Nurse Adjusted RFDS base salary (based on applicable Step) + + applicable casual loading / 52 weeks

Contract/locum Flight Nurses employed for periods of longer than one month will be paid in accordance with Schedule 1 and will accrue entitlement pro rata in accordance with their contract period and full-time equivalent status.

Casual Base Rate Monday to Friday

Day shift, base rate of pay Monday to Friday 7:30am to 6:00pm

Location	Level	1 July 2018	1 Jan 2019	1 Jan 2020	1 Jan 2021
Adelaide	Level 1	\$ 44.36	\$ 45.24	\$ 46.15	\$ 47.07
	Level 2	\$ 45.34	\$ 46.25	\$ 47.17	\$ 48.12
	Level 3	\$ 46.37	\$ 47.30	\$ 48.25	\$ 49.21
	Level 4	\$ 47.29	\$ 48.24	\$ 49.20	\$ 50.19
Port Augusta	Level 1	\$ 45.44	\$ 46.35	\$ 47.28	\$ 48.22
	Level 2	\$ 46.46	\$ 47.39	\$ 48.34	\$ 49.30
	Level 3	\$ 47.52	\$ 48.47	\$ 49.44	\$ 50.42
	Level 4	\$ 48.46	\$ 49.43	\$ 50.42	\$ 51.42
Alice Springs	Level 1	\$ 46.36	\$ 47.28	\$ 48.23	\$ 49.19
	Level 2	\$ 47.49	\$ 48.44	\$ 49.41	\$ 50.40
	Level 3	\$ 48.52	\$ 49.49	\$ 50.48	\$ 51.49
	Level 4	\$ 49.54	\$ 50.53	\$ 51.54	\$ 52.57

Casual Rates Monday to Friday inclusive of 25% Casual loading

Day shift, base rates of pay Monday to Friday 7:30am to 6:00pm including 25% casual loading.

Location	Level	1 July 2018	1 Jan 2019	1 Jan 2020	1 Jan 2021
Adelaide	Level 1	55.45	56.55	57.69	58.84
	Level 2	56.68	57.81	58.96	60.15
	Level 3	57.96	59.13	60.31	61.51
	Level 4	59.11	60.30	61.50	62.74
Port Augusta	Level 1	56.80	57.94	59.10	60.28
	Level 2	58.08	59.24	60.43	61.63
	Level 3	59.40	60.59	61.80	63.03
	Level 4	60.58	61.79	63.03	64.28

Alice Springs	Level 1	57.95	59.10	60.29	61.49
	Level 2	59.36	60.55	61.76	63.00
	Level 3	60.65	61.86	63.10	64.36
	Level 4	61.93	63.16	64.43	65.71

Casual Rates of Pay Afternoons Monday - Friday

Afternoons, Monday – Friday commencing at noon and finishing after 6:00pm inclusive of 12.5% penalty rate. These rates of pay do not apply if an employee commences their ordinary hours of work after 12:00 noon and completes those hours at or before 6:00pm.

Location	Level	1 July 2018	1 Jan 2019	1 Jan 2020	1 Jan 2021
Adelaide	Level 1	\$ 61.00	\$ 62.21	\$ 63.46	\$ 64.72
	Level 2	\$ 62.34	\$ 63.59	\$ 64.86	\$ 66.17
	Level 3	\$ 63.76	\$ 65.04	\$ 66.34	\$ 67.66
	Level 4	\$ 65.02	\$ 66.33	\$ 67.65	\$ 69.01
Port Augusta	Level 1	\$ 62.48	\$ 63.73	\$ 65.01	\$ 66.30
	Level 2	\$ 63.88	\$ 65.16	\$ 66.47	\$ 67.79
	Level 3	\$ 65.34	\$ 66.65	\$ 67.98	\$ 69.33
	Level 4	\$ 66.63	\$ 67.97	\$ 69.33	\$ 70.70
Alice Springs	Level 1	\$ 63.75	\$ 65.01	\$ 66.32	\$ 67.64
	Level 2	\$ 65.30	\$ 66.61	\$ 67.94	\$ 69.30
	Level 3	\$ 66.72	\$ 68.05	\$ 69.41	\$ 70.80
	Level 4	\$ 68.12	\$ 69.48	\$ 70.87	\$ 72.28

Casual Rates of Pay Nights Monday – Friday

Night Shift Monday – Friday Any shift commencing on or after 6:00pm and finishing before 7:30am on the following day inclusive of 15% penalty rate.

Location	Level	1 July 2018	1 Jan 2019	1 Jan 2020	1 Jan 2021
Adelaide	Level 1	\$ 62.10	\$ 63.34	\$ 64.61	\$ 65.90
	Level 2	\$ 63.48	\$ 64.75	\$ 66.04	\$ 67.37
	Level 3	\$ 64.92	\$ 66.22	\$ 67.55	\$ 68.89
	Level 4	\$ 67.10	\$ 68.45	\$ 69.82	\$ 71.22
Port Augusta	Level 1	\$ 63.62	\$ 64.89	\$ 66.19	\$ 67.51
	Level 2	\$ 65.04	\$ 66.35	\$ 67.68	\$ 69.02
	Level 3	\$ 66.53	\$ 67.86	\$ 69.22	\$ 70.59
	Level 4	\$ 67.84	\$ 69.20	\$ 70.59	\$ 71.99
Alice Springs	Level 1	\$ 64.90	\$ 66.19	\$ 67.52	\$ 68.87
	Level 2	\$ 66.49	\$ 67.82	\$ 69.17	\$ 70.56
	Level 3	\$ 67.93	\$ 69.29	\$ 70.67	\$ 72.09
	Level 4	\$ 69.36	\$ 70.74	\$ 72.16	\$ 73.60

Casual Rates of Pay Weekends – Midnight Friday to Midnight Saturday

A casual employee rostered to work ordinary hours between midnight Friday and midnight Saturday will be paid a loading of 50% of their ordinary rate of pay.

Location	Level	1 July 2018	1 Jan 2019	1 Jan 2020	1 Jan 2021
Adelaide	Level 1	\$ 77.63	\$ 79.17	\$ 80.76	\$ 82.37
	Level 2	\$ 79.35	\$ 80.94	\$ 82.55	\$ 84.21
	Level 3	\$ 81.15	\$ 82.78	\$ 84.44	\$ 86.12
	Level 4	\$ 82.76	\$ 84.42	\$ 86.10	\$ 87.83
Port Augusta	Level 1	\$ 79.52	\$ 81.11	\$ 82.74	\$ 84.39
	Level 2	\$ 81.31	\$ 82.93	\$ 84.60	\$ 86.28
	Level 3	\$ 83.16	\$ 84.82	\$ 86.52	\$ 88.24
	Level 4	\$ 84.81	\$ 86.50	\$ 88.24	\$ 89.99
Alice Springs	Level 1	\$ 81.13	\$ 82.74	\$ 84.40	\$ 86.08
	Level 2	\$ 83.11	\$ 84.77	\$ 86.47	\$ 88.20
	Level 3	\$ 84.91	\$ 86.61	\$ 88.34	\$ 90.11
	Level 4	\$ 86.70	\$ 88.43	\$ 90.20	\$ 92.00

Casual Rates of Pay Weekends – Midnight Saturday to Midnight Sunday

Where an employee is rostered to work ordinary hours between midnight Saturday and midnight Sunday, the employee will be paid a loading of 75% of their ordinary rate of pay.

Location	Level	1 July 2018	1 Jan 2019	1 Jan 2020	1 Jan 2021
Adelaide	Level 1	\$ 88.72	\$ 90.48	\$ 92.30	\$ 94.14
	Level 2	\$ 90.68	\$ 92.50	\$ 94.34	\$ 96.24
	Level 3	\$ 92.74	\$ 94.60	\$ 96.50	\$ 98.42
	Level 4	\$ 94.58	\$ 96.48	\$ 98.40	\$100.38
Port Augusta	Level 1	\$ 90.88	\$ 92.70	\$ 94.56	\$ 96.44
	Level 2	\$ 92.92	\$ 94.78	\$ 96.68	\$ 98.60
	Level 3	\$ 95.04	\$ 96.94	\$ 98.88	\$100.84
	Level 4	\$ 96.92	\$ 98.86	\$100.84	\$102.84
Alice Springs	Level 1	\$ 92.72	\$ 94.56	\$ 96.46	\$ 98.38
	Level 2	\$ 94.98	\$ 96.88	\$ 98.82	\$100.80
	Level 3	\$ 97.04	\$ 98.98	\$100.96	\$102.98
	Level 4	\$ 99.08	\$101.06	\$103.08	\$105.14

Casual Rates of Pay – Public Holidays

Location	Level	1 July 2018	1 Jan 2019	1 Jan 2020	1 Jan 2021
Adelaide	Level 1	\$110.90	\$113.10	\$115.38	\$117.68
	Level 2	\$113.35	\$115.63	\$117.93	\$120.30
	Level 3	\$115.93	\$118.25	\$120.63	\$123.03
	Level 4	\$119.83	\$122.23	\$124.68	\$127.18
Port Augusta	Level 1	\$113.60	\$115.88	\$118.20	\$120.55
	Level 2	\$116.15	\$118.48	\$120.85	\$123.25
	Level 3	\$118.80	\$121.18	\$123.60	\$126.05
	Level 4	\$121.15	\$123.58	\$126.05	\$128.55
Alice Springs	Level 1	\$115.90	\$118.20	\$120.58	\$122.98
	Level 2	\$118.73	\$121.10	\$123.53	\$126.00
	Level 3	\$121.30	\$123.73	\$126.20	\$128.73
	Level 4	\$123.85	\$126.33	\$128.85	\$131.43

Casual Flight Nurses are paid in accordance with the following standards:

Roster	Activity/Notice	Payment
Standby period	Does not fly; Assessments	75% of standby hours
Standby period	Flies less than full shift	8 hours
Standby period	Flies between 8-12 hours	Hours worked
Standby period	Flies in excess of 12 hours	Hours worked
Standby period cancelled	Cancelled with more than 6 hours notice	Nil
On-call called	Less than 6 hours notice (including cancellation due to non-availability of aircraft or other crew)	2 hours (administrative duties at hangar)