

**REGISTER OF  
ENTERPRISE AGREEMENTS**

**ENTERPRISE AGREEMENT NO: EA00/176**

**TITLE: The Hammond Care Group Dementia Specific Facilities Enterprise Agreement**

**I.R.C. NO:** 00/253  
**DATE APPROVED/COMMENCEMENT:** 14 February 2000  
**TERM:** 2 years  
**NEW AGREEMENT OR VARIATION:** New  
**GAZETTAL REFERENCE:** 4 August 2000

**DATE TERMINATED:**

**NUMBER OF PAGES:** 6

**COVERAGE/DESCRIPTION OF**

**EMPLOYEES:** It applies to employees in the Specified Dementia Carer Grades 1 and 2 Situated in The Hammond Care Group dementia specific facilities

**PARTIES:** Margaret Aitken -&- Gillian Clark, Melanie Copeland, Samantha Gai Craft, Gail Daphne Cunningham, Annette Déan, Suzy Edwards, Valerie Evans, Glenn Fernandes, Sadie Gebrael, Evelyn Gilbang, Joanne Innes, Colleen Johnston, Beatrice Marjorie Joubert, Claudine Kasparian, Jennifer Lawrie, Lynn Mangan, Maureen Elizabeth McCormick, Patricia McDonald, Elaine Mumane, Janice Elizabeth Oliver, Isobel Opie, The Hammond Care Group, Richard Thomas White, Elizabeth Wise, Sandra Joy Wyatt, Xiao Yang



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## ENTERPRISE AGREEMENT - HAMMOND CARE GROUP

### 1. Title of the Agreement

The Hammond Care Group Dementia Specific Facilities Enterprise Agreement

### 2. Parties to the Agreement

The enterprise agreement is made in accordance with:

- a) the provisions of sections 32 - 47 of the Industrial Relations Act, 1996; and
- b) the principles for approving enterprise agreements as provided by section 33(1) of the Act.

The parties to this enterprise agreement are The Hammond Care Group and the staff of Hammond Care's dementia specific facilities

### 3. The Enterprise

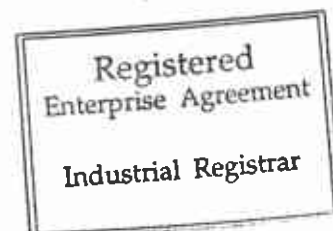
The Enterprise for which the agreement was made is the Hammond Care's dementia specific facilities at The Hammond Village, Judd Avenue, Hammondville NSW 2170 and 341 Terrigal Drive, Erina NSW 2250

### 4. Intention

This agreement shall only apply to employees in the Specialised Dementia Carer Grades 1 & 2 situated in The Hammond Care Group dementia specific facilities

### 5. Duress

This agreement was not entered into under duress by any party to it.



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## 6. Incidence

The agreement shall regulate partially the terms and conditions of employment previously regulated by the Charitable, Aged and Disability Care Services (State) Award.

This Agreement shall be read in conjunction with the Parent Award the Charitable, Aged and Disability Care Services (State) Award, an award of the NSW Industrial Relations Commission, and takes precedence over the Award to the extent of the matters dealt with by the Agreement.

Where the agreement is silent the provisions of the parent award shall apply.

## 7. Definitions

Parent Award means the Charitable Aged and Disability Care Services (State) Award.

Specialised Dementia Carer means a person who is required to provide personal care to residents with dementia, as directed, across the three streams (care, support and maintenance).

Specialised Dementia Carer Grade 1 read in conjunction with Care Services employees, Grade 1, Care, Support and Maintenance streams

Specialised Dementia Carer Grade 2 read in conjunction with Care Services employees, Grade 2, Care, Support and Maintenance streams

## 8. Joint Employer / Employee Consultative Teams

Central to the ongoing success of this agreement is a commitment by all parties to greater consultation in decision making by all employees bound by the agreement. The advantage of this approach can be readily seen by the establishment of the consultative team, with a constitution and operating principles, which has played a central role in the development of this agreement and will continue to operate within the terms of its constitution. The consultative team shall be charged with ensuring that all parties abide by the terms of the agreement.

The Joint Employer / Employee Consultative Team will continue negotiations during the 24 months of this Enterprise Agreement, to seek agreement on:

1. Any proposed changes to processes which may lead to productivity gains mutually beneficial to both employees and The Hammond Care Group. Accordingly, rates of pay will be reviewed after 12 months from the commencement of the Agreement. Any increases will be paid from a mutually agreed date.

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2. Finalise detailed competency-based job specifications and a performance assessment tool for SDC 1, 2 and 3 positions, as well as, determine rates of pay for SDC 3 positions.

## 9. Rates of Pay

Specialised Dementia Carer Grades will receive the following rates of pay:

Specialised Dementia Carer Grade 1 will receive an hourly rate of \$11.79 from 1 July 1999 and \$12.03 from 1 January 2000

Specialised Dementia Carer Grade 2 will receive an hourly rate of \$12.12 from 1 July 1999 and \$12.36 from 1 January 2000

Allowances for the Specialised Dementia Carer will be the same as applicable to a Care Services Employee under the Parent Award.

## 10. Allocated Days Off

A full-time employee, entitled to an Allocated Day Off (ADO) under Clause 7, of the Parent Award, may elect to be paid an amount equivalent to the value of their accrued ADO's in lieu of taking those days off duty on pay.

Such election is to be made in writing by the employee on 1<sup>st</sup> December or 1<sup>st</sup> July each year.

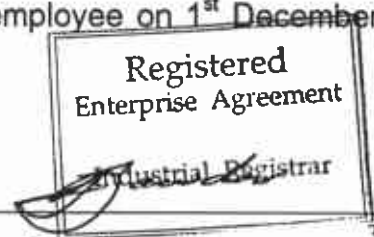
## 11. Provision of Meals

Where meals or appropriate allowances are to be provided under the Parent Award, Clause 9, employees engaged under the terms of this agreement shall be provided with meals.

## 12. Public Holiday Components of Annual Leave

In addition to Clause 17 (ii), of the Parent Award, the parties agree that a full-time or permanent part-time employee may elect to be paid an amount equivalent to the value of his or her Public Holiday entitlements of annual leave (Counter Leave and Additional Annual Leave) in lieu of taking the leave.

Such election is to be made in writing by the employee on 1<sup>st</sup> December and 1<sup>st</sup> July each year.



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## 13. Sick Leave

In addition to Clause 21, of the Parent Award, the parties agree, that full-time and permanent part-time employees may utilise their sick leave entitlements while on annual leave or long service leave and the employer may recredit such employees with an equivalent period of annual leave or long service leave, subject to the following;

- employees must have an accumulated entitlement for sick leave;
- employees must produce a medical certificate to the effect that they have been incapacitated for a period of at least one day's duration while on annual leave or long service leave; and
- no such recrediting shall be granted to employees on leave prior to retirement, resignation or termination of services.

## 14. Uniforms & Protective Clothing

The parties agree that uniforms will not be required to be worn by employees engaged under the terms of this agreement. However, where employees' duties require them to work in a hazardous situation with or near machinery they shall be supplied with appropriate protective clothing or equipment.

## 15. Sleepovers

It is agreed by the parties that sleepovers will not be worked by employees engaged under the terms of this agreement as employees are rostered to work night shifts. Thus the provisions of Clause 29 of the Parent Award shall not apply.

## 16. Live-In

It is agreed by the parties that employees engaged under the terms of this agreement are not required to live in. Thus the provisions of Clause 30 of the Award shall not apply.

## 17. Grievance & Dispute Resolution Procedures

The parties recognise the need to eliminate conflict. It is generally agreed that the best way to resolve conflict is to keep responsibility for the resolution as close to the source of the problem as possible and deal with the issues in a timely manner. To this end the following dispute settlement procedure will be followed.

- (i) The following procedures shall be followed in relation to grievances of individual employees:



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- (a) The employee is required to notify the Dementia Facility Manager as to the substance of the grievance and arrange for an appointment for bilateral discussions and state the remedy sought.
- (b) Either the employee or the Dementia Facility Manager may request that a Human Resources representative mediate the discussions.
- (c) If the employee remains unsatisfied or aggrieved, they have the right to take their grievance or dispute to the Director of Care Services.
- (d) Whilst any of the above procedures are being followed, normal work must continue.
- (e) For any of the above procedures, the employer may be represented by an industrial organisation of employers and the employee(s) may be represented by an industrial organisation of employees.

Note: The individuals concerned may consult and be assisted with any of the above steps by a member of the consultative teams or a union delegate.

## 18. Term

This agreement shall operate from the date of certification and shall remain in force for a period of 24 months unless varied or terminated earlier in accordance with the provisions set down in the Industrial Relations Act 1996.

## 19. Anti-Discrimination


The parties agree to interpret and apply the provisions of this agreement in a manner which is not in breach of the Anti-Discrimination Act 1977.




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## 20. Signatories to the Agreement

Signed for and on behalf of The Hammond Care Group:


Signature:   
Name: <sup>STEPHEN JUDD</sup>  
John Greelman *SG*  
Secretary

Date: 13-1-00


Signature:   
Name: I.C. MILLER  
Director

Date: 17.1.2000

And, signed on behalf of the employees by the Consultative Team:

Signature:   
Name: Darlene O'Connor  
SDC

Date: 13.1.00

Signature:   
Name: Barbara Griffiths  
SDC


Date: 13-1-2000

Signature:   
Name: Frances Jones  
SDC


Date: 13.1.00

Signature:   
Name: Pat Carey-Smith  
SDC

Date: 14-1-2000

Signature:   
Name: Claudine Kasparian  
SDC

Date: 13.1.00

Signature:   
Name: Rachel Williams  
SDC

Date: 13.1.00

