

## ANMF NEWSFLASH

# Child Health and Parenting Services

## Important Updates from the Workload Management Working Group

The Australian Nursing and Midwifery Federation Tasmanian Branch (ANMF) provides a summary of the key points discussed during the recent CHaPS Workload Management Working Group (WMWG) meeting held on Wednesday 13 September 2023.

### **Amendments to Terms of Reference (TOR):**

The ANMF requested amendments to Point 2, Paragraph 1 of the draft TOR. We suggested that the CHaPS WMWG should refer to the 'development of an equivalent workload model' relevant to CHaPS, rather than 'a methodology to support the development of NHpPD equivalent'. This adjustment will help ensure clarity and precision in the objectives of the working group.

### **Project Brief Highlights:**

The working group chair presented a Project Brief, which included several noteworthy details:

- Proposed annual reviews and monthly checks on inputs were discussed and were agreed to be a positive inclusion by the clinical members of the group. These reviews and checks will contribute to better workload management.
- Work will occur around an eCalculator, a tool that will allow us to input data to obtain staffing outputs, considering factors such as site, region, and more. This tool will significantly assist in managing the volume of services provided.
- Different methodologies, historical tools, and various factors like annual leave, sick leave, competency levels, client and non-client care times, mandatory training, travel, appointments per day, etc., are being examined. All these elements will be incorporated into the model and business rules.
- The development and documentation of these business rules into Standard Operating Procedures (SOPs) are a crucial part of this project.

- A pilot program for the workload model is planned for 2024.

### **Project Plan and Assistant Directors of Nursing (ADON) Positions Clarification:**

- The Project Plan was detailed and discussed during the meeting, including the project schedule.
- Clarification was provided that positions around ADON will not be included in the proposed workload model, although ADONs will be part of indirect nursing hours. The focus is on developing a model that provides direct care nursing hours for running direct care services.

### **Next Steps and Future Meetings:**

The upcoming steps for the working group include:

- The meeting chair will share past business rules on how CHaPS has operated over time. Reviewing this information will help inform the forward progress, especially in areas like appointment times, which can vary and need to be considered in the model development.
- CHaPS staff are encouraged to share this information with their colleagues and gather suggestions for improvement and inclusion in the model.
- The next CHaPS WMWG meeting is scheduled for **\*\*18 October 2023.\*\***

Your active participation and insights are vital in shaping a more effective workload management system for CHaPS. We appreciate your dedication to enhancing the quality of care provided by our organisation.

**The ANMF Tasmanian Branch is 8000 plus members strong! Supporting nurses, midwives, and care workers as the only union in Tasmania employing nurses, midwives, and care workers to represent members. This is why our Organisers and Member Support Team are uniquely positioned to understand your experiences, represent you in your workplace, and offer industrial advice that's relevant to you.**

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Authorised by Emily Shepherd, ANMF Tasmanian Branch Secretary  
15 September 2023