

South Western Sydney
Local Health District
Bankstown-Lidcombe Hospital



Ref: SWD26/34161

Mr Gerard Hayes
Secretary
Health Services Union NSW
Level 2, 109 Pitt Street
Secretary@hsu.asn.au

Discontinuing the After-Hours Ward Clerk service at Bankstown-Lidcombe Hospital

Dear Mr Hayes

I write to inform you and seek your input regarding proposed changes to the After-Hours Ward Clerk (AHWC) service at Bankstown-Lidcombe Hospital (BLH) within South-Western Sydney Local Health District (SWSLHD).

The proposed change is based on sustained low service demand, duplication of functions already delivered by existing 24-hour administrative teams, and the financial non-viability of maintaining the current model. Analysis of activity data demonstrates a consistent decline in AHWC-related transactions, with no recorded operational or patient flow impacts observed during periods of reduced coverage. The affected staff will be offered redeployment to equivalent Ward Clerk positions during business hours, requiring no additional training or change to their substantive grade position description or position number.

The change will:

- Align administrative resources to service demand.
- Reduce unnecessary duplication, with coverage maintained through existing 24/7 ED Administration and CID services.
- Achieve Corporate Services EIP and deliver sustainable service in line with budgeted FTE.

There are three permanent employees who will be affected by this decision:

- Administration Officer Level 2 – 0.53 FTE.
- Administration Officer Level 2 – 0.21 FTE.
- Administration Officer Level 2 – 0.53 FTE.

To ensure the proposed changes have the input of employees, consultation with impacted employees has commenced prior to implementation. In line with the consultative provisions of the Health Employees Conditions of Employment (State) Award, I am writing to invite you to provide any comments regarding the proposed changes within two weeks of the date of this letter.

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In the meantime, if you would like to discuss this matter or require any further information, please contact Ms Elyse Beauchamp, A/Director Corporate Services, Bankstown-Lidcombe Hospital via Elyse.Beauchamp@health.nsw.gov.au.

Sincerely



Paul Crowe
A/General Manager

14/4/2026,