



Sydney
Local Health District

PRIVATE AND CONFIDENTIAL

Mr Gerard Hayes
Secretary
Health Services Union NSW/ACT/Qld
Locked Bag 3
Australia Square NSW 1215

By Email: secretary@hsu.asn.au

Re: Proposed Changes to the District Revenue Organisational Structure, District Finance, Sydney Local Health District (SLHD)

Dear Mr Hayes,

I write to inform you of proposed changes to the District Revenue organisational structure following the transition of revenue transactional functions to HealthShare NSW.

As you may be aware, as part of the Patient Billing Standardisation Program (PBSP), eighteen (18) of the twenty-two (22) FTE within the District Revenue organisational structure have transitioned to HealthShare NSW (HSNSW), effective 2 March 2026, along with the associated revenue transactional functions. The remaining four (4) FTE Administrative Officer Level 6 (AO6) positions have been identified and repurposed as Patient Billing Liaison, within the District Revenue organisational structure. These roles will continue to support ongoing workflow and operational requirements following the transition.

In response to these changes, a review of the District Revenue organisational structure was undertaken to ensure alignment with the revised operational model and future business needs. The review identified that the four (4) Patient Billing Liaison positions require a dedicated line manager to provide escalation support and coordinate day-to-day activities. The review also determined that, as a result of the PBSP, two (2) existing Health Manager Level 2 (HM2) positions, Clinic Revenue Support Manager and Revenue Systems and Performance Analyst have had their functions significantly reduced and are no longer aligned with the future operating mode.

Following this review, a proposal was presented to and endorsed by the Chief Executive, SLHD, on 26 March 2026. The proposal includes the removal of the above mentioned two existing HM2 positions from the organisational structure and recruitment for the existing Manager, Patient Billing Services, HM2 position.

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In line with the clause 35 of the Health Employees Conditions of Employment (State) Award and the Industrial Consultative Arrangements (PD2024_001), SLHD is committed to genuine and meaningful consultation with the HSU and impacted employees. This correspondence serves as the formal notification to HSU to provide information about the proposal, outline the consultation process and invite to consultation meetings to provide feedback.

Individual Consultation Meetings

Individual initial staff consultation meetings with impacted staff are currently scheduled for Thursday, 7 May 2026 at which staff will be informed of the proposed changes. The meeting details are provided below.

List of Meetings	Impacted Position	Time	Venue
Meeting 1	Revenue Systems and Performance Analyst, Health Manager Level 2	10:00am to 10:30pm	Microsoft Teams Meeting
Meeting 2	Clinic Revenue Support Manager Health Manager, Level 2	11:00am to 11:30am	10 Bridge Rd Stanmore NSW 2048

Following the individual consultation meetings, an all-staff consultation via Microsoft Teams will be arranged on Monday, 11 May 2026 to inform the broader District Revenue team of the proposed changes. An invitation will be sent to you via email soon.

We request for this correspondence to remain confidential as the consultation meetings with staff are being currently arranged.

A two-week consultation period will commence from 7 May 2026 to 22 May 2026. During this period, Staff and Health Services Union (HSU) may provide feedback on the proposed changes. Feedback is a key part of the consultation process, and no final decisions will be made until consultation has concluded and all feedback has been considered. Feedback can be submitted in writing to Mr Rex Byun, District Revenue Manager, District Finance SLHD via email at rex.byun@health.nsw.gov.au

Should you require any further information, please contact Ms Narmadha Ravishankar, A/People and Culture Manager, District Services via email to Narmadha.Ravishankar@health.nsw.gov.au.

Yours sincerely,



Puneet Datta
Executive Director of Finance, SLHD

Date: 4 May 2026