



## Assessment Sheet

Applicant's Name : S. Smith

\*use of this form is not mandatory – it's purpose is to simply guide panels on how to assess applicants.

Interview Question	Panel Member's Notes on Applicants response
<p><b>4. Consumer Focussed</b></p> <p>Contemporary adult mental health services use the term <b>Recovery</b>.</p> <p>What does this term mean to you?</p> <p>How have you framed your clinical interventions to promote this?</p>	<p>Journey not destination – living within confines of illness in their community. Facilitate broadening horizons. Cooking, entry to Southbank, housing etc</p> <p>Recovery not – discussion re "getting well" idea of recovery being different. (Consumer ed)</p>

Does Not Meet (DNM)	Almost Meets (AM)	Meets Requirements (M)	Slightly Above (SA)	Outstanding (O)
Does not meet Key Skill Requirements / fails or minimally satisfies Key Skill Requirements	Almost meets Key Skill Requirements / Partially / marginally meets Key Skill Requirements	Meets Key Skill Requirements	Slightly above Key Skill Requirements / Marginally exceeds / superior satisfaction of Key Skill Requirements	Exceeds Key Skill Requirements
<b>Desired Responses</b> (NB - the "desired responses" a panel indicates hereunder is not meant to be an exhaustive or exclusive list, but is to guide the panel on what they are seeking from an ideal applicant.)				

**Panel member**

Name:	<u>P. Howard</u>	Date:	<u>16/1/14</u>
Signature:			



## Assessment Sheet

Applicant's Name : S. SAULT

\*use of this form is not mandatory – it's purpose is to simply guide panels on how to assess applicants.

Interview Question	Panel Member's Notes on Applicants response
<p>5.</p> <p>You are on a medication round in a prison when you find yourself being yelled at by a client. Whilst the person is abusive, they are also refusing to take medication.</p> <p>Can you explain what your actions would be in this instance?</p> <p>[PTO]</p>	<p>? prison protocol – follow it. Document + com'n &amp; dprop people ? need for med'n → actions. Could inflame sit'n. Allow time to cool down. ? other &amp; support.</p>

Does Not Meet (DNM)	Almost Meets (AM)	Meets Requirements (M)	Slightly Above (SA)	Outstanding (O)
Does not meet Key Skill Requirements / fails or minimally satisfies Key Skill Requirements	Almost meets Key Skill Requirements / Partially / marginally meets Key Skill Requirements	Meets Key Skill Requirements	Slightly above Key Skill Requirements / Marginally exceeds / superior satisfaction of Key Skill Requirements	Exceeds Key Skill Requirements
Desired Responses (NB - the "desired responses" a panel indicates hereunder is not meant to be an exhaustive or exclusive list, but is to guide the panel on what they are seeking from an ideal applicant.)				

Panel member

Name:	<u>[Redacted]</u>	Date:	<u>16/1/14</u>
Signature:	<u>[Signature]</u>		



5. You are on a medication round in a prison when you find yourself being yelled at by a client. Whilst the person is abusive, they are also refusing to take medication. Can you explain what your actions would be in this instance.

	<p><b>Safety – Self</b></p> <p><b>Safety – Environment – ensure med cart can't be stolen</b></p> <ul style="list-style-type: none"> <li>- other prisoners safe</li> <li>- officers and yourself safe</li> </ul> <p><b>Safety – Client/what is the medication</b></p> <p><b>Team approach/discuss/notify/document/review/</b></p> <p><b>Communication – de escalation/ ABM</b></p> <p><b>Report :</b></p> <ul style="list-style-type: none"> <li>- senior nurse</li> <li>- doctor</li> </ul> <p><b>Does anyone else need to know external to QH: QCS safety and security</b></p> <p><b>Documentation – medical chart</b></p> <p><b>Documentation – medication chart</b></p> <p><b>Documentation - Handover</b></p>
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### Panel Member Interview Notes – Tips:

- The purpose of taking notes when assessing applicants is to assist the panel member in discussing with the other panel members who they believe to be the successful applicant and why.
- These notes and subsequent discussion should be used to draft the summary statement on each shortlisted applicant within the selection report.
- The summary statement is a collective statement from all panel members on each applicant.
- As the legislative requirement for recruitment and selection is that the process “is able to be reviewed”, the summary statement (or comparative statement where more than one applicant exists) must succinctly indicate the panel’s assessment of the applicant against the role’s key attributes, and whether the panel considers them meritorious, suitable or not suitable for an order of merit, and on what basis.
- Provided the reader of the summary statement is to be able to clearly differentiate one applicant from the other, and see the logic in the final outcome, this will meet the test of “able to be reviewed”.
- Your summary statement must indicate that all available information has been considered (ie. combined information, eg. application, interview & referee report – not just interview alone).
- Documentation of a selection decision must clearly explain the decision-making process with reference to the basis for assessment contained in the role description. The final summary statement on each applicant that is recorded within the selection report successfully meets this requirement. Therefore, as panel member’s notes will assist in drafting a final summary statement on each applicant, the notes will no longer be required thereafter.
- Do not discard individual panel member’s notes unless you are certain that the final summary statement on each applicant is of a high standard.
- It is suggested that panel schedule enough time between interviews to draft the summary statement of each interviewed. If you do this when your whole panel is present, it is easier, quicker, and more valid and reliable than relying on your recall and interview notes several days later.
- It is not sufficient for the summary statement to consist of scores alone.
- “Scoring” is not required or recommended. This mathematical approach to recruitment and selection is time consuming and not effective. Consider why you have allocated a certain score, and instead of documenting the number/score, document the rationale for the number/score. If a selection decision is challenged, the panel will be required to explain the scoring anyway – better to document the *rationale* (rather than the number/score) in the first instance while the applicant is still fresh in your mind.

Poster M.S., OAC # (BVC), Part, IPH.  
Considering need to get out of clinical area for a time  
? redeployed within districts - Epsilon to addcast.  
Required modeling activity.

**From:** Kathryn White  
**Sent:** 6 Nov 2013 10:44:25 +1000  
**To:** Michelle Giles;Darren Neillie;Lynda Glasgow;William Brennan  
**Cc:** Leanne Geppert;Kerrie Parkin;Sharon Kelly  
**Subject:** BAC org change

Hi everyone

I just wanted to send an email to advise that the org change for BAC has been handed over from Workplace Relations to the HR Services Team as I am going on 2 months of leave in a couple of weeks.

Kerrie Parkin, Director HR Services Team will be managing this matter from now on to progress the abolishing of positions and arranging the VR/ERP letters for staff.

I am sending each of you this email as I gave Kerrie your names as the relevant people to contact for the different occupational groups in BAC. Please advise Kerrie if you would like her to liaise with someone else for your relevant group of staff.

I am still happy to meet with any staff member before I go on leave, seeing that I am at The Park most of the time, but the paperwork side of things will be done by Kerrie.

I have actually met with all of allied health, the admin officer, and most of the nursing staff. The only staff remaining are those nursing staff who were on leave in the last few weeks and the medical staff. I have liaised with Richard Katt, who oversees the RSOs and he informs me the RSO staff in BAC are temporary.

Please advise me if I have missed any staff, otherwise, its now over to Kerrie.

Regards  
Kathryn

Kathryn White  
A/Director Workplace Relations

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West Moreton Hospital and Health Service

T:

F:

Chelmsford Avenue, Ipswich, QLD  
PO Box 73, IPSWICH, QLD 4305  
[www.health.qld.gov.au](http://www.health.qld.gov.au)

**From:** Kathryn White  
**Sent:** 19 Nov 2013 17:16:54 +1000  
**To:** Kerrie Parkin  
**Subject:** BAU staff preferences

HI Kerrie

Further to our conversation today, below is the list of staff I have met with at BAU and their preferences, if they told me or I deduced from the questions they were asking.

NG6 - Susan Daniel - VR - wants to leave ASAP due to mon-fri position finishing  
NG5 - Stephen Sault - employment at The Park, Logan-Beaudesert or Gold Coast  
NG6 - Adrian Walder - VR - on leave overseas from early Dec  
NG5 - Moira MacLeod - VR  
NG5 - Vanessa Clayworth - not sure whether wants VR or employment at Bayside  
NG5 - Peta-Louise Yorke - employment at The Park or Metro North  
NG5 - Matthew Beswick - not sure whether wants VR or employment at The Park, Mater or Metro South  
NG5 - Rosangela Richardson - VR - wants to stay until BAU closes  
NG5 - Liam Huxter - VR  
AO3 - Elaine Ramsay - VR  
HP4 - Megan Hayes - potentially VR as lives Northside  
HP3 - Kim Hoang - potentially VR - on QSuper and RTW  
HP4 - Danielle Corbett - didn't specify  
HP6 - Angela Clarke - potentially VR  
NG5 - Lourdes Wong - employment at The Park or Ipswich IMHS  
NG5 - Kimberley Sadler - not sure - potentially VR

I haven't been able to catch up with Maree Sheraton NG5 as she works night duty only, Kerrie Armstrong NG5 as she has been on leave or Peter Kop who is on workcover.

Also, Trevor Sadler VMO is currently suspended pending an investigation report. I have not met with him to discuss options as I'm unsure whether there will be a position available for him to transfer to or whether there will be a disciplinary process to follow.

I am advised that the RSOs in BAU are temp.

Let me know if you require anything else.

Regards  
Kathryn

Kathryn White  
A/Director Workplace Relations

West Moreton Hospital and Health Service

T: [REDACTED]

F: [REDACTED]

Chelmsford Avenue, Ipswich, QLD  
PO Box 73, IPSWICH, QLD 4305  
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**From:** Kathryn White  
**Sent:** 21 Nov 2013 10:27:32 +1000  
**To:** Adrian Walder;Angela Clarke;Danielle Corbett;Elaine Ramsey;Kerrie Armstrong;Kimberley Sadler;Liam Huxter;Lourdes Wong;Maree Sheraton;Matthew Beswick;Megan Hayes;Moir Macleod;Peta-Louise Yorke;Rosangela Richardson;Steve Sault;Susan Daniel;Vanessa Clayworth;Kim Hoang  
**Cc:** Kerrie Parkin;Alexander Bryce;Lorraine Dowell  
**Subject:** BAC org change  
**Importance:** High

Hi all

I believe I have spoken to most of you now about the options available for you post the closure of BAC.

I am heading on leave from tomorrow (22.11.13) and won't return to the office until 3.2.14.

As such, Kerrie Parkin, Director HR Services Team is now managing the org change and will be the key contact for you all if you have any further questions about the process. I have provided Kerrie with your preferences if you provided them to me.

I wish you all well in whatever choice you make and hope you all have a great Christmas and New Year period.

Regards  
Kathryn



**From:** Remi Muller  
**Sent:** 9 Jan 2014 12:12:33 +1000  
**To:** Kerrie Parkin; Wendy Currey  
**Cc:** Alan Millward  
**Subject:** RE: FW: Barret Adolescent Centre.

Hi Kerrie,

Thank you for your email.

I tried to return your call however was unable to reach you so I left a message on your voicemail but thought I would email as well.

It is unfortunate that there has not been a shared understanding of the outcomes of the conversation on 20 December 2013.

Together is concerned about the timeframes proposed in your email, given that the Centre is due to close on 2 February this year. This provides only two weeks for our members to consider the information and provide feedback and for the HHS to give serious and due consideration to any issue arising from our members in relation to the impacts of these changes and appropriate minimisation of these impacts. The development and action of any changes to the implementation process as a result of consultation would also presumably be required in this two week period. Together acknowledges the holiday period can disrupt timeframes, however the timeframes for consultation and the closure of the centre are in the control of the HHS and it appears that the timeframes for consultation with Together and the closure of the centre have been determined in a way that may breach the obligations in the Award.

Further, Deputy President Bloomfield was clear that in order to minimise distress to employees, documentation was to be prepared in advance and provided as soon as a decision is made. The Commission considered it unacceptable and inconsistent with Award obligations for an HHS to make an announcement of organisational change and leave employees wondering and worried about the details for days or weeks. In this case it has been 5 months.

If you are unable to provide a complete implementation plan, and the other required documents prior to 17 January, we would welcome the information you have to date as soon as possible.

Look forward to working with you further.

Regards,  
Remi

Remi Muller | Organiser | *Health Team - Together*

[www.together.org.au](http://www.together.org.au) | [REDACTED]

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**From:** Kerrie Parkin [mailto: ]  
**Sent:** Wednesday, 8 January 2014 4:53 PM  
**To:** Remi Muller; Wendy Currey  
**Cc:** Alan Millward  
**Subject:** Re: FW: Barret Adolescent Centre.

Hi Remi

I tried to call you however your missed call service was on.

I'm very disappointed that you John has not provided you with a handover after he and I discussed the process at length, to which he agreed.

During that discussion it was agreed that the paperwork and details of the positions affected would be provided by close of business 17th January 2014, given the Christmas break. I spoke to in detail in relation to the job matching process we were undertaking and the timeframes around notifying Corporate Office and the Unions. John agreed with the process and given he was care taking your portfolio suggested that he have you call me on your return.

Please call to discuss at your earliest convenience.

Regards

Kerrie

**Kerrie Parkin**  
**A/Director, Human Resources Services**

---

West Moreton Hospital and Health Service

**T:**

**E:**

**Chelmsford Ave, Ipswich, QLD 4305**

**PO Box 73, Ipswich, QLD 4305**

**[www.health.qld.gov.au](http://www.health.qld.gov.au)**

>>> Remi Muller < > 1/8/2014 4:36 pm >>>

Hi Wendy,

John was looking after this West Moreton District whilst I was on leave at the end of last year, now that I am back I have taken this area over from John.

To my knowledge we have not received the requested documentation as per Johns email to you below in relations to the closure of the Barrett Adolescent Centre - please see attached letter to the Chief Executive following up on our request.

Regards,  
Remi

Remi Muller | Organiser | *Health Team - Together*

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**From:** John J. Connor  
**Sent:** Tuesday, 17 December 2013 1:38 PM  
**To:** [REDACTED]  
**Cc:** Heather Hayes; Kate C. Flanders  
**Subject:** Barret Adolescent Centre.

Hi Wendy,

Further to the telephone conversation that we had yesterday ( Monday 16/12/13 ) and following your e-mail ( copied below ) to Heather Hayes, I confirm that I agreed a time ( 10:30 am today ) with you for Kerrie Parkin, A/Director HR Services to contact me on [REDACTED] to discuss the closure of the Barrett Adolescent Centre.

I also confirm that I was available on [REDACTED] at the agreed time, however, I did not receive a call from Kerrie Parkin to discuss this matter which will have a significant impact for Together members.

I request that I am provided with details of the proposed processes and options as mentioned in the attached BAC Staff Communique 1 and with copy of any/all relevant documents.

I also take this opportunity to confirm my willingness to set aside an alternative time for this telephone discussion to take place, please contact me to identify and agree on a mutually convenient time.

Kind Regards,  
John Connor,  
Together Health Team.

From: Wendy Currey [mailto: ]  
Sent: Monday, 16 December 2013 11:14 AM  
To: Heather Hayes  
Subject: Wendy Currey 3271 8626

Hi Heather

I received an email notice advising that Nicky Lindsay has left Together, and which has advised to refer any matters to you.

Would you mind giving me a call - I am trying to arrange a phone meeting between you and Kerrie Parkin, A/Director HR Services, to discuss the implications for staff regarding the closure of the Barrett Adolescent Centre. If possible, I would like to schedule a time this afternoon or tomorrow morning, subject to your availability.

Kind regards  
Wendy

Wendy Currey  
Acting Senior Advisor  
Workplace Relations Workforce Division

---

West Moreton Hospital and Health Service  
T: 07  
The Park - Centre for Mental Health  
Cnr Ellerton Drive and Wolston Park Road, Wacol 4076

Locked Bag 500, Sumner Park BC QLD 4074

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8 January 2014

BY EMAIL: [REDACTED]

Lesley Dwyer  
Chief Executive Officer for West Moreton District  
C/ HSCE Office  
PO Box 73  
Ipswich Queensland 4305

Dear Lesley

RE: Closure of the Barrett Adolescence Centre

It was reported in The Brisbane Times in August 2013 that the Barrett Adolescent Centre was to close in 2014. This has been subsequently confirmed at The Park LCF, however the HHS has not provided any written notification or documentation and has not consulted in relation to this decision. Such documentation has been requested by Together on a number of occasions in writing and verbally (see attached.)

It appears from the information provided by the media and at the LCF that the HHS have made a decision to introduce significant change to its workforce, have announced that change and have begun to implement this decision without formal notification or consultation as required by the *District Health Service Employees Award State- 2012*. Together refers you to the decision by Deputy President Bloomfield, Matter No. D/2012/237 which states:

*[9] Notwithstanding the recent enactment of s. 691C and D to the Industrial Relations Act 1999, the Service still has a legal obligation to consult with affected employees and their unions about the announced changes and the effects the changes are likely to have on employees, as well as the way to avoid or minimise the effects of the proposed changes. In this respect, while the timing of any announcement of structural change or potential redundancies is within the control of (in this instance) the Health Service, the obligation to consult arises immediately upon the announcement being made.*

The Deputy President briefed officers from all HHS in relation to their obligations including that all documentation should be prepared prior to the announcement of organisational change being made. Together therefore expects that this information has been prepared and can be provided immediately to our members.



It appears that West Moreton HHS has failed to provide the documentation required by the Award and failed to consult regarding organisational change.


Together seeks the following from Queensland Health by close of business Friday 10 January 2014:

- A written commitment to halt any and all implementation of organisational change in relation to the Barrett Adolescent Centre until adequate consultation has occurred as required by the Award.
- All of the relevant information required by section 4.6.2 of the Award in the format recommended by Deputy President Bloomfield for this purpose, or advice as to when it will be provided.

For clarification as to the mandatory documentation to be provided, please see Queensland Health's document *Process to be adopted when introducing organisational change regarding restructures and/or redundancy*.

Together are alarmed that West Moreton may be intending to close the service without meeting these industrial obligations and seek for these matters to be resolved as soon as possible.

Regards,



Remi Muller

**From:** WM\_ED\_MH&SS WM\_ED\_MH&SS  
**Sent:** 14 Jan 2014 14:51:27 +1000  
**To:** [REDACTED]  
**Cc:** Kerrie Parkin  
**Subject:** Re: Closure of Barrett Adolescent Centre  
**Attachments:** 20140114143922178.pdf

Good Afternoon Remi

Please find attached a letter from Sharon Kelly re the above.

Kind regards  
Jill Vonharten  
on behalf of

Sharon Kelly  
Executive Director  
Mental Health and Specialised Services

West Moreton Hospital and Health Service  
[REDACTED]

The Park - Centre for Mental Health  
Administration Building, Cnr Ellerton Drive and Wolston Park Road, Wacol, Qld 4076  
Locked Bag 500, Sumner Park BC, Qld 4074

**From:** WM\_ED\_MH&SS WM\_ED\_MH&SS  
**Sent:** 14 Jan 2014 14:51:27 +1000  
**To:** [REDACTED]  
**Cc:** Kerrie Parkin  
**Subject:** Re: Closure of Barrett Adolescent Centre  
**Attachments:** 20140114143922178.pdf

Good Afternoon Remi

Please find attached a letter from Sharon Kelly re the above.

Kind regards  
Jill Vonharten  
on behalf of

Sharon Kelly  
Executive Director  
Mental Health and Specialised Services

West Moreton Hospital and Health Service  
T: [REDACTED]

The Park - Centre for Mental Health  
Administration Building, Cnr Ellerton Drive and Wolston Park Road, Wacol, Qld 4076  
Locked Bag 500, Sumner Park BC, Qld 4074



Queensland  
Government

West Moreton Hospital and Health Service

Enquiries to: Sharon Kelly  
Telephone: [REDACTED]  
Facsimile: [REDACTED]  
Our Ref: BAC Closure

Ms Remi Muller  
Organiser  
Together Queensland

Via email: [REDACTED]

Dear Ms Muller

**Re: Closure of Barrett Adolescent Centre**

Further to the conversations held with Mr John O'Connor in December 2013, I am now able to provide you with further information regarding the implications for staff affected by the closure of the Barrett Adolescent Centre (BAC).

Attached to this letter are the following documents:

- Organisational Change document; and
- Affected Positions spreadsheet.

We are committed to ensuring that both you and all staff affected by the change receive regular communication about the changes as information becomes available.

Should you require any further information regarding this matter, please contact Ms Kerrie Parkin, A/Director HR Services on [REDACTED].

Yours sincerely

[REDACTED]  
Sharon Kelly  
**Executive Director**  
**Mental Health and Specialised Services**  
12/11/14

**Office**  
The Park - Centre for Mental Health  
Administration Building,  
Cnr Ellerton Drive and  
Wolston Park Road,  
Wacol, Qld 4076

**Postal**  
Locked Bag 500, Sumner Park  
BC, Qld 4074

**Phone** [REDACTED]

**Fax** [REDACTED]

## West Moreton Hospital and Health Service Organisational Change - Barrett Adolescent Centre

### 1. Purpose

This document aims to provide an overview of the organisational changes associated with the Barrett Adolescent Centre for West Moreton Hospital and Health Service (WM HHS). It also aims to provide a broad guide to the process and impacts on employees.

### 2. Background

Queensland's public mental health system has undergone significant reform over the past ten years. The reform agenda includes a shift from institution-based service models, including extended treatment and rehabilitation, to more contemporary models of care that align with state and national policy. The impact of these important reforms has seen the care of consumers move primarily into community-based settings, where they are supported to engage in their own local neighbourhoods and facilities. This has been particularly vital for consumers requiring medium to longer-term care.

In alignment with the Queensland Plan for Mental Health 2007-17 (QPMH), a key area for reform within Mental Health and Specialised Services (MHSS) in WM HHS is the development of The Park Centre for Mental Health (The Park) as an adult-only forensic and secure mental health campus. The high secure services have been expanded and, in July 2013, a new service option was established on campus, the Extended Forensic Treatment and Rehabilitation Unit.

In light of these significant changes, it is no longer contemporary to provide long-term inpatient care for adolescents at the Barrett Adolescent Centre (BAC) on The Park campus. Compounding these changes at a service provision level, the existing infrastructure of the BAC facility is unable to be refurbished and the building will be decommissioned.

In December 2012, WM HHS initiated the Barrett Adolescent Strategy to commence the process of identifying new service options for adolescents requiring mental health extended treatment and rehabilitation in Queensland. A multidisciplinary Expert Clinical Reference Group (ECRG) was convened, and in May 2013 seven recommendations were submitted by the ECRG to the WM HHS Board (Attachment 1). This was followed by comprehensive consultation with the Minister for Health, the Queensland Mental Health Commissioner, Children's Health Queensland HHS (CHQ HHS), Department of Education Training and Employment (DETE), and the Department of Health. The seven recommendations were accepted by the WM HHS Board.

On 6 August, 2013, the Minister for Health, the Honourable Lawrence Springborg MP made an announcement that adolescents requiring extended mental health treatment and rehabilitation will receive services through a new range of contemporary service options from early 2014. Young people receiving care from the BAC at that time will be supported through their transition to other contemporary care options that best meet their individual needs. CHQ HHS will hold governance of the new service options developed, and will lead the statewide project to finalise the implementation of the future service options. WM HHS will continue to focus on the needs of BAC consumers, parents/carers and staff, and will ensure they receive the information and support they need to safely navigate this change process.

To provide certainty to both current BAC consumers and staff, WM HHS announced a plan to work toward the end of January 2014 to cease services from the BAC. This is a flexible date that will be responsive to the needs of our consumer group and will depend on the availability of ongoing care options for each young person currently at BAC.

### 3. Scope of the change

All Queensland Health positions of BAC, The Park will be abolished. The summary of affected positions is included as Attachment 2.

DETE will coordinate the process of this organisational change for DETE staff. WM HHS continues to engage in direct consultation on a regular basis with DETE about the organisational change process and timeline.

For a Queensland Health employee identified as requiring placement, the support offered has included:

- Individual discussions with the affected employees offering certainty about the impact of the changes as ;
- Consultation with employees and relevant unions regarding ways to minimise the effects of the change;



## West Moreton Hospital and Health Service Organisational Change - Barrett Adolescent Centre

- Support and assistance from management and Human Resources through the process;
- Access to the Employee Assistance Service (EAS), including face-to-face counselling and other strategies available through EAS; and
- Access to other support mechanisms e.g. QSuper and RemServ.

#### 4. Minimising the effects of the change

WMHHS has minimised the effects of the proposed change on existing staff through their input and feedback to minimise the impacts. Leave and higher duties arrangements will continue as planned.

#### 5. Employees requiring placement

An employee requiring placement will be managed in accordance with the Public Service Commission Directive 06/13 *Employees requiring placement*.

#### 6. Steps for consultation on implementation

In accordance with the recommendations of the Queensland Industrial Relations Commission, WMHHS will take, or have taken, the following steps to consult on the implementation of the organisational change:

- Decision made about the change.
- Meetings with employees and unions to present the information and commence consultation on the proposed implementation. Relevant documentation distributed.
- Letter to employees and communication to unions confirming the decision about the organisational change in accordance with the Termination, Change and Redundancy provisions.
- Letter to all employees whose positions may be affected. Where affected employees are on leave, the manager has made their best effort to discuss the situation with the affected employee.
- Individual meetings offered to all affected employees.
- Period of consultation with employees and unions in relation to implementation.
- Feedback received and considered in relation to implementation.
- Consultation finalised. Implementation plan confirmed and commenced.

#### 7. Next Steps

As discussed with Union representatives prior to Christmas, all Line Managers are looking at opportunities for directly matching affected staff to current vacant positions and will be in a position to discuss these opportunities with staff the week beginning 13 January 2014.

Those staff members who are unable to be directly matched will be managed through Directive 06/13 *Employees requiring placement*.

Should you have any questions, comments or concerns please do not hesitate to contact myself or Kerrie Parkin, Acting Director Human Resource Services on [REDACTED].

Westmoreland Hospital and Health Service - IMHS Department - Available Positions							
Team	Position ID Number	Position Title	Classification	Number of Positions			Comments
BAC Medical	30469610	VMO Psych Adol	VMO	1	0.6 FTE		
BAC Nursing	30469706	RN Adol	NG5	1	15 FTE	2 Vacant	
BAC Nursing	30469705	CN Com Liaison	NG6	1	1 FTE		
BAC Nursing	30469704	CN	NG6	1	3 FTE	2 Vacant	
BAC Admin	32002254	Admin Officer	AO3	1	1 FTE		
BAC Health Practitioner	30469617	OT Leisure	HP3	1	1 FTE		
BAC Health Practitioner	30469632	OT Life Skills	HP3	1	1 FTE		
BAC Health Practitioner	30469671	Social Worker Adol	HP5	1	1 FTE		
BAC Health Practitioner	30469630	Psychologist Senior	HP4	1	1 FTE		
BAC Operational	30469709	OSO RSO Adol	OO3	1	1 FTE	1 Vacant	
BAC Health Practitioner	30469618	Speech Pathologist Consult	HP6	1	0.5 FTE		
Westmoreland Hospital and Health Service - IMHS Department - Other IMHS							
Team	Position ID Number	Position Title	Classification	Number of Positions			Comments
IMHS Administration	TBC	Admin Officer	AO3	2			
IMHS Health Practitioner	TBC	Recovery Coordinator	HP4	1			
Ipswich CYMHS	30469256	Mental Health Clinician	HP3	1			
IMHS Health Practitioner	TBC	Speech Pathologist	HP4	1			
IMHS Nursing	TBC	CN	NG6	5			
IMHS Nursing	TBC	RN	NG5	4			

**From:** WM\_ED\_MH&SS WM\_ED\_MH&SS  
**Sent:** 14 Jan 2014 14:52:23 +1000  
**To:** [REDACTED]  
**Cc:** Kerrie Parkin  
**Subject:** Re: Closure of Barrett Adolescent Centre  
**Attachments:** 20140114143846010.pdf

Good Afternoon Terry

Please find attached a letter from Sharon Kelly re the above.

Kind regards  
Jill Vonharten  
on behalf of

Sharon Kelly  
Executive Director  
Mental Health and Specialised Services

West Moreton Hospital and Health Service  
T: [REDACTED]

The Park - Centre for Mental Health  
Administration Building, Cnr Ellerton Drive and Wolston Park Road, Wacol, Qld 4076  
Locked Bag 500, Sumner Park BC, Qld 4074

**From:** WM\_ED\_MH&SS WM\_ED\_MH&SS  
**Sent:** 14 Jan 2014 14:52:23 +1000  
**To:** [REDACTED]  
**Cc:** Kerrie Parkin  
**Subject:** Re: Closure of Barrett Adolescent Centre  
**Attachments:** 20140114143846010.pdf

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Jill Vonharten  
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Sharon Kelly  
Executive Director  
Mental Health and Specialised Services

West Moreton Hospital and Health Service  
T: [REDACTED]

The Park - Centre for Mental Health  
Administration Building, Cnr Ellerton Drive and Wolston Park Road, Wacol, Qld 4076  
Locked Bag 500, Sumner Park BC, Qld 4074



Queensland  
Government

West Moreton Hospital and Health Service

Enquiries to: Sharon Kelly  
Telephone: [REDACTED]  
Facsimile: [REDACTED]  
Our Ref: BAC Closure

Mr Terry Cross  
Organiser  
Australian Workers Union

Via email: [REDACTED]

Dear Mr Cross

**Re: Closure of Barrett Adolescent Centre**

Further to the conversations held with you in December 2013, I am now able to provide you with further information regarding the implications for staff affected by the closure of the Barrett Adolescent Centre (BAC).

Attached to this letter are the following documents:

- Organisational Change document; and
- Affected Positions spreadsheet.

We are committed to ensuring that both you and all staff affected by the change receive regular communication about the changes as information becomes available.

Should you require any further information regarding this matter, please contact Ms Kerrie Parkin, A/Director HR Services on [REDACTED].

Yours sincerely

Sharon Kelly  
**Executive Director**  
**Mental Health and Specialised Services**

14/1/14

**Office**  
The Park - Centre for Mental Health  
Administration Building,  
Cnr Ellerton Drive and  
Wolston Park Road,  
Wacol, Qld 4076

**Postal**  
Locked Bag 500, Sumner Park  
BC, Qld 4074

**Phone** [REDACTED]

**Fax** [REDACTED]



## West Moreton Hospital and Health Service Organisational Change - Barrett Adolescent Centre

### 1. Purpose

This document aims to provide an overview of the organisational changes associated with the Barrett Adolescent Centre for West Moreton Hospital and Health Service (WM HHS). It also aims to provide a broad guide to the process and impacts on employees.

### 2. Background

Queensland's public mental health system has undergone significant reform over the past ten years. The reform agenda includes a shift from institution-based service models, including extended treatment and rehabilitation, to more contemporary models of care that align with state and national policy. The impact of these important reforms has seen the care of consumers move primarily into community-based settings, where they are supported to engage in their own local neighbourhoods and facilities. This has been particularly vital for consumers requiring medium to longer-term care.

In alignment with the Queensland Plan for Mental Health 2007-17 (QPMH), a key area for reform within Mental Health and Specialised Services (MHSS) in WM HHS is the development of The Park Centre for Mental Health (The Park) as an adult-only forensic and secure mental health campus. The high secure services have been expanded and, in July 2013, a new service option was established on campus, the Extended Forensic Treatment and Rehabilitation Unit.

In light of these significant changes, it is no longer contemporary to provide long-term inpatient care for adolescents at the Barrett Adolescent Centre (BAC) on The Park campus. Compounding these changes at a service provision level, the existing infrastructure of the BAC facility is unable to be refurbished and the building will be decommissioned.

In December 2012, WM HHS initiated the Barrett Adolescent Strategy to commence the process of identifying new service options for adolescents requiring mental health extended treatment and rehabilitation in Queensland. A multidisciplinary Expert Clinical Reference Group (ECRG) was convened, and in May 2013 seven recommendations were submitted by the ECRG to the WM HHS Board (Attachment 1). This was followed by comprehensive consultation with the Minister for Health, the Queensland Mental Health Commissioner, Children's Health Queensland HHS (CHQ HHS), Department of Education Training and Employment (DETE), and the Department of Health. The seven recommendations were accepted by the WM HHS Board.

On 6 August, 2013, the Minister for Health, the Honourable Lawrence Springborg MP made an announcement that adolescents requiring extended mental health treatment and rehabilitation will receive services through a new range of contemporary service options from early 2014. Young people receiving care from the BAC at that time will be supported through their transition to other contemporary care options that best meet their individual needs. CHQ HHS will hold governance of the new service options developed, and will lead the statewide project to finalise the implementation of the future service options. WM HHS will continue to focus on the needs of BAC consumers, parents/carers and staff, and will ensure they receive the information and support they need to safely navigate this change process.

To provide certainty to both current BAC consumers and staff, WM HHS announced a plan to work toward the end of January 2014 to cease services from the BAC. This is a flexible date that will be responsive to the needs of our consumer group and will depend on the availability of ongoing care options for each young person currently at BAC.

### 3. Scope of the change

All Queensland Health positions of BAC, The Park will be abolished. The summary of affected positions is included as Attachment 2.

DETE will coordinate the process of this organisational change for DETE staff. WM HHS continues to engage in direct consultation on a regular basis with DETE about the organisational change process and timeline.

For a Queensland Health employee identified as requiring placement, the support offered has included:

- Individual discussions with the affected employees offering certainty about the impact of the changes as ;
- Consultation with employees and relevant unions regarding ways to minimise the effects of the change;

## West Moreton Hospital and Health Service Organisational Change - Barrett Adolescent Centre

- Support and assistance from management and Human Resources through the process;
- Access to the Employee Assistance Service (EAS), including face-to-face counselling and other strategies available through EAS; and
- Access to other support mechanisms e.g. QSuper and RemServ.

#### 4. Minimising the effects of the change

WMHHS has minimised the effects of the proposed change on existing staff through their input and feedback to minimise the impacts. Leave and higher duties arrangements will continue as planned.

#### 5. Employees requiring placement

An employee requiring placement will be managed in accordance with the Public Service Commission Directive 06/13 *Employees requiring placement*.

#### 6. Steps for consultation on implementation

In accordance with the recommendations of the Queensland Industrial Relations Commission, WMHHS will take, or have taken, the following steps to consult on the implementation of the organisational change:

- Decision made about the change.
- Meetings with employees and unions to present the information and commence consultation on the proposed implementation. Relevant documentation distributed.
- Letter to employees and communication to unions confirming the decision about the organisational change in accordance with the Termination, Change and Redundancy provisions.
- Letter to all employees whose positions may be affected. Where affected employees are on leave, the manager has made their best effort to discuss the situation with the affected employee.
- Individual meetings offered to all affected employees.
- Period of consultation with employees and unions in relation to implementation.
- Feedback received and considered in relation to implementation.
- Consultation finalised. Implementation plan confirmed and commenced.

#### 7. Next Steps

As discussed with Union representatives prior to Christmas, all Line Managers are looking at opportunities for directly matching affected staff to current vacant positions and will be in a position to discuss these opportunities with staff the week beginning 13 January 2014.

Those staff members who are unable to be directly matched will be managed through Directive 06/13 *Employees requiring placement*.

Should you have any questions, comments or concerns please do not hesitate to contact myself or Kerrie Parkin, Acting Director Human Resource Services on [REDACTED].

West Devon Hospital and Health Services - Inpatient Department - Administered Positions							
Team	Position ID Number	Position Title	Classification	Number of Positions			Comments
BAC Medical	30469610	VMO Psych Adol	VMO	1	0.6 FTE		
BAC Nursing	30469706	RN Adol	NG5	1	15 FTE	2 Vacant	
BAC Nursing	30469705	CN Com Liaison	NG6	1	1 FTE		
BAC Nursing	30469704	CN	NG6	1	3 FTE	2 Vacant	
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BAC Operational	30469709	OSO RSO Adol	OO3	1	1 FTE	1 Vacant	
BAC Health Practitioner	30469618	Speech Pathologist Consult	HP6	1	0.5 FTE		
West Devon Hospital and Health Services - Inpatient Department - Directly Hired							
Team	Position ID Number	Position Title	Classification	Number of Positions			Comments
IMHS Administration	TBC	Admin Officer	AO3	2			
IMHS Health Practitioner	TBC	Recovery Coordinator	HP4	1			
Ipswich CYMHS	30469256	Mental Health Clinician	HP3	1			
IMHS Health Practitioner	TBC	Speech Pathologist	HP4	1			
IMHS Nursing	TBC	CN	NG6	5			
IMHS Nursing	TBC	RN	NG5	4			

**From:** WM\_ED\_MH&SS WM\_ED\_MH&SS  
**Sent:** 14 Jan 2014 14:50:14 +1000  
**To:** [REDACTED]  
**Cc:** Kerrie Parkin  
**Subject:** Re: Closure of Barrett Adolescent Centre  
**Attachments:** 20140114143934186.pdf

Hi Jenni,

Please find attached a letter from Sharon Kelly re the above.

Kind regards  
Jill Vonharten  
on behalf of

Sharon Kelly  
Executive Director  
Mental Health and Specialised Services

West Moreton Hospital and Health Service  
T: [REDACTED]

The Park - Centre for Mental Health  
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**From:** WM\_ED\_MH&SS WM\_ED\_MH&SS  
**Sent:** 14 Jan 2014 14:50:14 +1000  
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Queensland  
Government

West Moreton Hospital and Health Service

Enquiries to: Sharon Kelly  
Telephone: [REDACTED]  
Facsimile: [REDACTED]  
Our Ref: BAC Closure

Ms Jenni Ballantyne  
Organiser  
Queensland Nurses' Union

Via email: [REDACTED]

Dear Ms Ballantyne

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14/1/14

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## West Moreton Hospital and Health Service Organisational Change - Barrett Adolescent Centre

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Westminster Hospital and Health Service - Health Department - Abolished Positions							
Team	Position ID Number	Position Title	Classification	Number of Positions			Comments
BAC Medical	30469610	VMO Psych Adol	VMO	1	0.6 FTE		
BAC Nursing	30469706	RN Adol	NG5	1	15 FTE	2 Vacant	
BAC Nursing	30469705	CN Com Liaison	NG6	1	1 FTE		
BAC Nursing	30469704	CN	NG6	1	3 FTE	2 Vacant	
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BAC Health Practitioner	30469618	Speech Pathologist Consult	HP6	1	0.5 FTE		
Westminster Hospital and Health Service - Health Department - Existing Positions							
Team	Position ID Number	Position Title	Classification	Number of Positions			Comments
IMHS Administration	TBC	Admin Officer	AO3	2			
IMHS Health Practitioner	TBC	Recovery Coordinator	HP4	1			
Ipswich CYMHS	30469256	Mental Health Clinician	HP3	1			
IMHS Health Practitioner	TBC	Speech Pathologist	HP4	1			
IMHS Nursing	TBC	CN	NG6	5			
IMHS Nursing	TBC	RN	NG5	4			