

RURAL SENIOR RELIEVING PARAMEDICS TRIAL MOU

**MEMORANDUM OF UNDERSTANDING
BETWEEN
AMBULANCE VICTORIA
&
AMBULANCE EMPLOYEES AUSTRALIA VICTORIA
REGARDING
RURAL SENIOR RELIEVING PARAMEDICS**

DATE: 02 January 2018

Parties

The parties to this Memorandum of Understanding (MOU) are Ambulance Victoria (AV) and Ambulance Employees Australia Victoria (AEAV).

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Terms and Conditions

- 1) The terms and conditions of this MOU apply only to AV paramedics contracted to work as Rural Senior Relieving Paramedics (RSRP) within the Ambulance Victoria rural Regions.
- 2) Participation in the RSRP trial by paramedics will be voluntary.
- 3) Nothing in this MOU applies to arrangements in place for Paramedic Relievers, whose terms and conditions of employment are specified in the Ambulance Victoria Enterprise Agreement 2015 (Varied and Extended) 2015.
- 4) This trial will operate from roster block 278 commencing 12 February 2018 for 13 roster blocks and will be subject to a joint evaluation prior to the RSRP positions continuing. The trial may be extended by mutual agreement
- 5) Once the RSRP trial is approved and implemented, the Short Term Reliever (STR) arrangement will no longer be available to staff. Staff already working on a STR arrangement will continue to do so until the STR contract expires or they transfer to an RSRP contract
- 6) A RSRP, for the purposes of this trial, is a paramedic contracted to fill shifts at short notice at predetermined locations that will be specified in their individual RSRP secondment contract.
- 7) A RSRP must be an ALS Paramedic or MICA Paramedic with a minimum one year post-qualification on-road experience.
- 8) By mutual agreement an RSRP will be allocated to RSRP location, which will be their temporary home branch for the duration of their contract. The RSRP will report to their home branch (or designated temporary RSRP location) at the commencement of their rostered shift unless otherwise directed by the Rosters Department or by the Communications Department.
- 9) Ambulance Victoria will specify which teams have the capacity to facilitate RSRP and how many of these positions will be made available at these locations. The number of positions made available may vary subject to availability of staff to fill these locations normal roster and to maintain operational resourcing.
- 10) RSRPs will work the roster of their home location (or designated RSRP location as per their RSRP contract), unless an alternative roster is agreed by mutual agreement.
- 11) In allocating employees to work as RSRPs, AV will
 - a. Have regard to the personal and family circumstances of employees in determining the location of work on the RSRP roster

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- b. Make reasonable endeavours to minimise travel times for employees in allocating work on the RSRP roster.
- 12) A RSRP shall be seconded to the position for period of between one and thirteen roster blocks. Secondments to the position of RSRP will be advertised and equitably distributed amongst suitably qualified Ambulance Paramedics to meet operational requirements. This includes paramedics on Flexible Work Agreements (FWA) and in part time arrangements.
- 13) Staff on a FWA applying for a RSRP position will be required to enter into a new FWA contract stating the conditions of the RSRP arrangement.
- 14) RSRPs shall be released from RSRP duties for a period of four weeks in every consecutive twelve months, excluding rostered leave blocks, during which time they will be rostered to work from their substantive home branch.
- 15) RSRPs will be paid at Senior Reserve Paramedics rates of pay. This rate compensates employees for all aspects of work while working as a RSRP, including travel time and mileage, as well as an additional amount in respect of the disruption associated with allocation of work whilst on the RSRP roster, with exception of extra travel outlined in para. 26.

Contact Arrangements

- 16) The contact arrangements set out in this clause are designed to enable AV to allocate vacant shifts in advance wherever possible.
- 17) AV will notify employees of their rostered shift and location at the earliest available opportunity to support them in managing their personal and family circumstances. This may occur by telephone or Roster Kiosk, depending on the period of notice provided
- 18) Where a RSRP has not been allocated a shift by the day prior, they are to remain contactable up until 2200hrs that day or from 0600 the following day where possible. A RSRP would not be contacted if on a fatigue break.
- 19) Where an employee is unable to be contacted one hour before their rostered shift time, they will proceed directly to their nominated RSRP location and contact the Duty Manager.

Senior Relieving Paramedic Shift Notification

- 20) Where an employee rostered to RSRP duties is contacted by AV prior to the rostered shift commencement time and allocated a shift location for that day, they shall be responsible for arranging transportation between their residence and their rostered shift location.

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- 21) On the day of a rostered shift, where an employee has not been allocated a shift location by AV they are to report for duty at their RSRP location by shift commencement time and contact the Duty Manager on arrival.

Shift Start and Finish Times

- 22) When rostered as an RSRP employees shall be required to commence and complete duty at the allocated shift location determined by AV at rostered shift times.
- 23) Shifts allocated on the day will be worked at the RSRP rostered shift time unless by mutual agreement
- 24) Where an employee has reported for duty at their rostered shift location and is subsequently directed to move to another branch location during the rostered shift (i.e. a secondary movement) they shall be required to complete their shift at the secondary location. If the shift to be worked at the secondary location finishes later than the employee's original rostered shift, the employee will be requested to work until the rostered finishing time at the secondary location. However, the employee may elect to finish at the secondary location at their original rostered finishing time.

Travel Arrangements

- 25) When rostered to RSRP, employees are required to have access to a motor vehicle and are responsible for arranging timely transportation between their residence and their rostered shift location.
- 26) When rostered to RSRP, employees who are required to move to a secondary location after reporting for duty at their nominated RSRP location will be required to travel in their own motor vehicle. AV will recognise this secondary movement as work-related travel and the employee will be entitled to reimbursement for each kilometre travelled to the secondary location at the rates prescribed in sub-clause 26.22(a) (ii) of the Agreement, subject to the contact arrangements of sub-clause 31.20 being met. The restrictions contained in clause 26.22(b) of the Agreement will not apply in this instance.
- 27) If an employee is allocated to a location outside the locations specified in their RSRP contract and travel time is more than 50 minutes from their rostered branch location determined by AV, to their usual place of residence, the kilometres and time in excess of fifty minutes will be paid at the overtime rate of time and a half and will be counted as time worked although the employee must work to the end of the rostered shift unless otherwise agreed.

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Date of Operation

- a. This MOU comes into effect on the date it is signed by all parties
- b. The RSRP trial will be extended by mutual agreement between the parties



MICK STEPHENSON
Acting Chief Operations Officer

Ambulance Victoria

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STEVE MCGHIE

General Secretary

Ambulance Employees Association (Victoria)

United Voice Ambulance Section

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