

Determination No. 21 of 2007

WELFARE OFFICER – NON-GRADUATE

1. INTRODUCTION

In accordance with the provisions of section 116A(1) of the *Health Services Act 1997* and Delegation S117 of the Department of Health's Combined Administrative Financial Staff Delegations Manual, I, Trevor Craft, Acting Director, Employee Relations, of the Department of Health determine the following rates of pay and conditions for Welfare Officers – Non-Graduate.

2. DEFINITIONS

Welfare Officer – Non-Graduate means a person appointed as such who is not eligible for appointment as a Welfare Officer under the NSW Health Service Health Professionals (State) Award.

Employer means any person authorised to exercise the functions of the employer of staff to which this Determination applies.

3. SALARIES AND ALLOWANCES

Salaries

Salaries for Welfare Officer – Non-Graduate as defined herein are contained in the Health Professional and Medical Salaries (State) Award.

Allowance

A Welfare Officer – Non-Graduate who has completed two years of service at the maximum salary for Grade 2 shall receive an allowance of \$48.90 per week providing the employee demonstrates to the satisfaction of the employer that the work performed, the results achieved, the employee's aptitude and ability warrant such payment.

Progression

For Welfare Officers – Non Graduate the following shall apply:

- a) Progression to the second year of service rate shall be on the completion of twelve months service on the first year of service rate or by appointment on the second year of service salary rate.
- b) On the completion of twelve months service on the second year rate, progression to the third year rate of the scale shall be subject to the successful completion of Stage 1 of the Welfare Officer's Certificate Course

conducted by a College of Technical and Further Education; or possession of such other qualifications accepted by the employer.

- c) Progression to the fourth and fifth year rates shall be subject to completion of twelve months service on each rate and the successful completion of Stage 2 and Stage 3 of the above course respectively; or possession of such other qualifications accepted by the employer.
- d) The commencing salary of an employee who possesses a Certificate in Welfare Work from a College of Technical and Further Education shall not be less than that prescribed for the second year of service for Grade 1.
- e) The commencing salary of an employee who possesses a Diploma in Welfare Work from a College of Technical and Further Education shall be not less than that prescribed for the third year of service for Grade 1.
- f) An employee shall only be eligible to progress to Grade 2 if he/she possesses approved tertiary qualifications of less than recognised university degree standard and has completed twelve months service on the maximum salary prescribed for Grade 1.

4. CONDITIONS OF SERVICE

The Public Hospital (Professional and Associated Staff) Conditions of Employment (State) Award shall apply to Welfare Officers – Non-Graduate covered by this Determination.

5. DATE OF EFFECT

This Determination is effective on and from 30 November 2007 and remains in force until rescinded.

Signed at Sydney this 14th day of December 2007

Trevor Craft
Acting Director, Employee Relations
NSW Department of Health