

**RESPONSES TO WRITTEN QUESTIONS  
OUTPUT GROUPS FOR DEPARTMENT OF HEALTH AND FAMILIES**

The following questions were directed to the respective Minister:

**143 – HEALTH and 148 – CHILDREN AND FAMILIES to Minister Vatskalis; 138 – SENIORS & YOUTH to Minister Knight; 126 – WOMEN’S POLICY to Minister M McCarthy.**

**As all these output groups lie within the Department of Health and Families, a whole-of-Department service combined response has been provided.**

**HR Unit Questions:**

**1. How many personnel are employed to perform Human Resources functions within the Department? At what position level are they employed?**

**ANSWER:**

There are 15 HR consultants as follows:

- Executive Officer x 1;
- Administrative Officer level 8 x 1;
- Administrative Officer level 7 x 4;
- Administrative Officer level 6 x 8; and
- Administrative Officer level 4 x 1.

**2. How many personnel are employed to perform or assist in the Payroll functions within the Department? At what position level are they employed?**

**ANSWER:**

None, whole of Government Payroll Services are provided by the Department of Business and Employment.

**3. How many instances have occurred where the department has made errors in respect to payments to or allowances for members of the department? Can you please explain these instances?**

**ANSWER:**

248 instances. Some errors are due to information being provided by employees, the employers and/or the service providers that is not timely and/or is incorrect.

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- 4. What interdepartmental charges are applied to managing the payroll? Is there a differential in cost for different position levels, if so what are these differences in cost?**

**ANSWER:** In 2009/10 (as at 31 March 2010), the notional charges to the Department was \$5,880,705.98.

DBE Payroll Services are charged to agencies on a notional basis. There is no cost differential for position levels. The cost differentials are between commencements, terminations, manually processed (PTR) transactions (ie payroll officer processing a transaction) and automatically processed pay (PTR) transactions (ie pay system processing a transaction).

- 5. How are costs determined between departments in relation to payroll costs, including transfers and relocation of staff?**

**ANSWER:**

Costs are agreed between agency managers on a case by case basis. Generally, the recruiting agency covers relocation costs. With regard to transfers, dates are agreed between the agencies and the Department of Business and Employment payroll is notified of date of action.

- 6. What is the budget of the Human Resources functional area of the Department?**

**ANSWER:** \$1,286,000 (personnel)  
\$155,300 (operational)

- 7. What is the breakdown of the Human Resources budget to employee payments, travel, accommodation and training?**

**ANSWER:**

In 2009/10 (as at 31 March 2010), \$25,908 was expended on training and development for the HR functional unit.

In 2009/10 (as at 31 March 2010), \$9,155 was expended on travel including accommodation and travel allowance for the HR functional unit.

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- 8. Do the same staff manage executive contracts as manage non-executive staff members? If not, how many in manage executive contracts and what are their position levels, and how many manage non-executive contract staff and what are their levels?**

**ANSWER:**

Yes, whole of Government Payroll Services manages non-executive, and contract executive.

- 9. How many complaints have been made in the Department in relation to workplace bullying and harassment?**

**ANSWER:** 27

- 10. How much has been spent to date on advertising employee positions, and can you provide a breakdown of these costs?**

**ANSWER:**

In 2009/10 (as at 1/4/2010), publishing costs for International, Local, National Publications and advertisement production costs totalled \$2,118,146.

<b>Advertising Costs for 2009/2010 to 01/04/2010</b>				
International	Local	National	Production	Total
\$ 59,366	\$340,442	\$1,664,323	\$ 54,016	\$2,118,146

- 11. What is the attrition rate of staff in the human resources area of the department?**

**ANSWER:**

In the last 2 years, one AO7 has moved permanently elsewhere within the Department and one AO4 has resigned.

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- 12. What is the current state of employment in the Human resources department, that is, are all position filled, if not are there any positions with staff on higher duties, if so how many, at what level and for how long, and are their positions vacant, if so how many, at what level and for how long?**

**ANSWER:**

LEVEL	LOCATION	POSITION	NOMINAL APPT.	ACTING APPOINTMENT
EO1	Darwin	SUPN	No	Yes. 29/10/2009 -30/06/2010
AO8	Darwin	Yes	Yes	Yes. 5/01/2009 - 30/06/2010
AO7	Alice Springs	Yes	Yes	
	Darwin	Yes	Yes	
	Darwin	Yes	Yes	
	Darwin	Yes	Yes	Yes. 1/09/2008 - 18/06/2010
AO6	Alice Springs	Yes	Yes	
	Alice springs	Yes	Yes	
	Katherine	Yes	Yes	
	Darwin	Yes	Yes	
	Darwin	Yes	Yes	
	Darwin	Yes	Yes	
	Darwin	SUPN		Yes
	Darwin	SUPN		Yes. 29/03/2010 - 25/06/2010
AO4	Darwin	Yes	Yes	

**Relocation Costs:**

- 13. In 2009, how much has been spent on relocation cost for commencement of employment and either completion or termination of employment (removalists, airfares, accommodation and allowances) in the Department.**
- 14. Please provide a breakdown per business unit.**

**ANSWER:** In 2009/10 (as at 30 April 2010), a total of \$2,725,574.69 was spent on relocation (includes recruitment airfares, removal and storage, relocation allowance, Criminal History Checks).

- 15. How much is budgeted for relocation and other appointment and termination expenses in 2009/10?**

**ANSWER:**

No specific amount is allocated for relocation costs however, Work Units budget for relocation as part of their normal operational budget.

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**Marketing:**

**16. How much was spent by the Department in 2009 on advertising and marketing programs (and up to 1 April 2010).**

**ANSWER:**

A total of \$661,629 has been spent in 2009/10 (to 1 April 2010) on advertising and marketing programs (excludes tender and recruitment advertising).

**17. What was each of those programs and what was the cost of each of those programs?**

**ANSWER:**

<b>Campaign</b>	<b>Amount</b>	<b>Notes</b>
Recruitment of 2010 Youth Round Table	\$1,479.83	Includes print and online advertising
Companion Card	\$20,500.00	Printed materials
<i>Nobody Smokes Here Anymore'</i> Indoor Smoking Bans in Pubs, Clubs and Restaurants	\$200,000.00	Print Ads, Radio Ads, TV Ads, Merchandise
Swine Flu Vaccination Campaign	\$60,000.00	Print Advertisements + Radio Advertisements + Funding for TV Ad
National Youth Week 2010	\$5,721.18	Includes print and radio advertising
Domestic and Family Violence campaign - Report Family Violence	\$183,049.00	Includes media placement, and marketing collateral up to mid April
White Ribbon Day	\$6,191.00	Includes advertising and printed banners
Safe Kids, Strong Futures Project campaign materials	\$99,216.00	Included printed materials and merchandise
Oral Health Campaign	\$45,000.00	Printed materials only
Seniors Card Campaign	\$40,472.00	Printed materials only
<b>TOTAL</b>	<b>\$661,629.01</b>	

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**Worker Turnover:**

**18. As of 1 April 2010, what is the current staffing of the department, by level?**

**ANSWER:**

As at 17 March 2010 (Pay 19), the Department had a total 5,723.47 FTE.

<b>Total FTE:</b>	The column titled 'Total FTE' represents staff paid during a pay period on a full-time equivalent figure. The figures includes staff employed on a permanent, temporary, Executive Contract and Casual basis.	
<b>Classn</b>	<b>Classification</b>	<b>Total FTE</b>
AH1	ABORIGINAL HEALTH WORKER - CLASS 1	1
AH2/3	ABORIGINAL HEALTH WORKER - CLASS 2/3	27.4
AH3	ABORIGINAL HEALTH WORKER - CLASS 3	26.45
AH4	ABORIGINAL HEALTH WORKER - CLASS 4	34.09
AH5	ABORIGINAL HEALTH WORKER - CLASS 5	13.43
AH6	ABORIGINAL HEALTH WORKER - CLASS 6	4
AO1	ADMINISTRATIVE OFFICER 1	16.34
AO2	ADMINISTRATIVE OFFICER 2	352.16
AO3	ADMINISTRATIVE OFFICER 3	358.54
AO3T	ADMINISTRATIVE OFFICER 3 TRAINEE	0.49
AO4	ADMINISTRATIVE OFFICER 4	223.71
AO5	ADMINISTRATIVE OFFICER 5	127.44
AO6	ADMINISTRATIVE OFFICER 6	219.28
AO7	ADMINISTRATIVE OFFICER 7	134.24
AO8	ADMINISTRATIVE OFFICER 8	79.22
AQ3SA	NTPS ADULT APPRENTICESHIP AQF3 LEVEL A	1
AQF3A	NTPS APPRENTICESHIP AQF3 LEVEL A	3
AQF4A	NTPS APPRENTICESHIP AQF4 LEVEL A	1
CDM	CLINICAL MANAGER	2
CPM	ADULT GUARDIANSHIP BOARD MEMBERS	0
DEN	DENTIST	5.9
DENT	DENTIST	0
DM	DENTIST MANAGER	0.93
DS2	DISABILITY SERVICE SUPPORT WORKER 2	0
DS3	DISABILITY SERVICE SUPPORT WORKER 3	0
DS4	DISABILITY SERVICE SUPPORT WORKER 4	0
DS5	DISABILITY SERVICE SUPPORT WORKER 5	0
EO1	EXECUTIVE OFFICER 1	28.98
EO1C	EXECUTIVE OFFICER 1 - EXECUTIVE CONTRACT	27
EO2	EXECUTIVE OFFICER 2	2
EO2C	EXECUTIVE OFFICER 2 - EXECUTIVE CONTRACT	23.17
EO3C	EXECUTIVE OFFICER 3 - EXECUTIVE CONTRACT	3
EO4C	EXECUTIVE OFFICER 4 - EXECUTIVE CONTRACT	4
EO5C	EXECUTIVE OFFICER 5 - EXECUTIVE CONTRACT	1
EO6C	EXECUTIVE OFFICER 6 - EXECUTIVE CONTRACT	1

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GRADT	GRADUATE TRAINEES	1
HMO	HOSPITAL MEDICAL OFFICER	28.03
ICS	INDIGENOUS CADETSHIP SUPPORT	0
N1	NURSE LEVEL 1	58.39
N1R	NURSE 1 RDO	76.93
N2	NURSE 2	321.57
N2F	NURSE LEVEL 2 75%	0.63
N2R	NURSE LEVEL 2 RDO	728.83
N2RF	NURSE LEVEL 2 RDO 75%	0
N3	NURSE LEVEL 3	44.43
N3R	NURSE LEVEL 3 RDO	134.65
N4	NURSE LEVEL 4	82.74
N4R	NURSE LEVEL 4 RDO	263.61
N5	NURSE LEVEL 5	30.96
N5R	NURSE LEVEL 5 RDO	154.9
N6	NURSE LEVEL 6	3.37
N6R	NURSE LEVEL 6 RDO	59
N7	NURSE LEVEL 7	3
N7R	NURSE LEVEL 7 RDO	12
N8R	NURSE LEVEL 8 RDO	2
P1	PROFESSIONAL 1	107.42
P1T	PROFESSIONAL 1 TRAINEE	0.54
P2	PROFESSIONAL 2	405.22
P2R	PROF 2 - RDO (DUAL BANDING)	1
P3	PROFESSIONAL 3	104.44
P4	PROFESSIONAL 4	23.58
PDA	PRINCIPAL DENTAL ADVISOR	1
PH1	PHYSICAL 1	0.53
PH2	PHYSICAL 2	90.34
PH2R	PHYSICAL 2 - RDO	276.16
PH3	PHYSICAL 3	116.19
PH3R	PHYSICAL 3 - RDO	152.26
PH4	PHYSICAL 4	5
PH4R	PHYSICAL 4 - RDO	21
PH5	PHYSICAL 5	1
PH5R	PHYSICAL 5 - RDO	17.74
PH6	PHYSICAL 6	1
PH6R	PHYSICAL 6 - RDO	7
PH7R	PHYSICAL 7 - RDO	1
RCMO	RURAL/COMMUNITY MEDICAL OFFICER	4.16
RDM	REMOTE DENTIST MANAGER	1
REG	REGISTRAR	84
RMA	RURAL MEDICAL ADMINISTRATOR	3.63
RMO	RESIDENT MEDICAL OFFICER	148.87
RMP	RURAL MEDICAL PRACTITIONER	8.1
RSM	REMOTE SERVICES MANAGER	2

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SBA	SCHOOL BASED APPRENTICE	2.71
SC	SPECIALIST CLINICIAN	24.44
SD	SENIOR DENTIST	4.04
SDM	SENIOR DENIST MANAGER	1
SHMO	SENIOR HOSPITAL MEDICAL OFFICER	6
SPHM	SPECIALIST PUBLIC HEALTH MEDICINE	2.65
SREG	SENIOR REGISTRAR	38.53
SRMP	SENIOR RURAL MEDICAL PRACTITIONER	31.18
SSC1	SENIOR SPECIALIST CLINICIAN GRADE 1	28.6
SSC2	SENIOR SPECIALIST CLINICIAN GRADE 2	44.79
SSM2	SNR SPECIALIST MEDICAL ADMINISTRATOR 2	1
SSPH1	SENIOR SPEC PUBLIC HEALTH MEDICINE 1	5.96
SSPH2	SENIOR SPEC PUBLIC HEALTH MEDICINE 2	2.48
T1	TECHNICAL 1	37.03
T1D	TECHNICAL 1 DENTAL ASSISTANT	9.1
T1R	TECHNICAL 1 - RDO	8.28
T2	TECHNICAL 2	50.85
T2R	TECHNICAL 2 - RDO	31
T3	TECHNICAL 3	49.64
T3R	TECHNICAL 3 - RDO	5
T4	TECHNICAL 4	8.9
T4R	TECHNICAL 4 - RDO	2
T5	TECHNICAL 5	4.9
T6	TECHNICAL 6	4
THSMO	THS SESSIONAL MEDICAL OFFICERS	2
THSOT	THS ALL OTHER SESSIONAL PAYMENTS	0
TRMP	TRAINEE RURAL MEDICAL PRACTITIONER	1
TRMPS	TRAIN RURAL MED PRAC WITH ADVANCED SKILL	4.4



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**19. How many of these positions were substantively filled and how many were filled by persons acting in positions or are temporary appointments?**

**ANSWER:** The numbers below represent 'Head Count' and include staff on all types of leave, Casuals, Board Members, Executive Contractors, Apprentices and Graduates. Former staff being paid workers compensation payments are excluded. Head count figures are more than FTE figures as staff not employed full-time are counted as one in Head Count numbers.

<b>Perm Staff Held in Nominal Posn</b>	<b>Perm Staff Not in Nominal Posn</b>	<b>(*)Temporary staff</b>
2096	2046	3385

**Footnote:**

Perm Staff Held in Nominal Posn: Permanent staff working in their nominal position.

Perm Staff Not in Nominal Posn: Permanent staff working temporary transfers or that are not held against a nominal position eg in hospitals.

(\*)Temporary Staff: Temporary staff include staff on temporary employment contracts, casuals, board members, executive contractors, apprentices and graduates.

'Establishment' is a traditional method of aligning positions, structures, and budgets. Operational staff in hospitals for example, are not held against a position so to allow for full deployment flexibility to meet changing clients need. This explains why some staff are not held against a nominal position.

**20. What was the rate of turnover of staff in the department in 2009?**

**ANSWER:** 40.68%.

**21. What is the rate per level?**

**ANSWER:**

<b>Classn</b>	<b>Classification Description</b>	<b>Turnover %</b>
AH1	ABORIGINAL HEALTH WORKER - CLASS 1	0.00
AH2/3	ABORIGINAL HEALTH WORKER - CLASS 2/3	7.59
AH3	ABORIGINAL HEALTH WORKER - CLASS 3	20.74
AH4	ABORIGINAL HEALTH WORKER - CLASS 4	8.69
AH5	ABORIGINAL HEALTH WORKER - CLASS 5	22.66
AH6	ABORIGINAL HEALTH WORKER - CLASS 6	0.00
AI	ABORIGINAL INTERPRETER	0.00
AO1	ADMINISTRATIVE OFFICER 1	24.34
AO2	ADMINISTRATIVE OFFICER 2	69.45
AO2R	ADMINISTRATIVE OFFICER 2 - RDO	0.00
AO3	ADMINISTRATIVE OFFICER 3	41.12

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AO3T	ADMINISTRATIVE OFFICER 3 TRAINEE	0.00
AO4	ADMINISTRATIVE OFFICER 4	34.52
AO5	ADMINISTRATIVE OFFICER 5	21.76
AO6	ADMINISTRATIVE OFFICER 6	12.19
AO7	ADMINISTRATIVE OFFICER 7	18.67
AO8	ADMINISTRATIVE OFFICER 8	15.20
AQ3SA	NTPS ADULT APPRENTICESHIP AQF3 LEVEL A	0.00
AQ4SA	NTPS ADULT APPRENTICESHIP AQF4 LEVEL A	0.00
AQF3A	NTPS APPRENTICESHIP AQF3 LEVEL A	57.89
AQF4A	NTPS APPRENTICESHIP AQF4 LEVEL A	84.03
CDM	CLINICAL MANAGER	47.62
CPM	ADULT GUARDIANSHIP BOARD MEMBERS	0.00
DEN	DENTIST	0.00
DENT	DENTIST	0.00
DM	DENTIST MANAGER	0.00
DS1	DISABILITY SERVICE SUPPORT WORKER 1	179.82
DS2	DISABILITY SERVICE SUPPORT WORKER 2	348.63
DS3	DISABILITY SERVICE SUPPORT WORKER 3	206.74
DS4	DISABILITY SERVICE SUPPORT WORKER 4	106.94
DS5	DISABILITY SERVICE SUPPORT WORKER 5	131.06
EO1	EXECUTIVE OFFICER 1	31.16
EO1C	EXECUTIVE OFFICER 1 - EXECUTIVE CONTRACT	3.84
EO2	EXECUTIVE OFFICER 2	130.70
EO2C	EXECUTIVE OFFICER 2 - EXECUTIVE CONTRACT	0.00
EO3	EXECUTIVE OFFICER 3	0.00
EO3C	EXECUTIVE OFFICER 3 - EXECUTIVE CONTRACT	30.53
EO4C	EXECUTIVE OFFICER 4 - EXECUTIVE CONTRACT	0.00
EO5C	EXECUTIVE OFFICER 5 - EXECUTIVE CONTRACT	0.00
EO6C	EXECUTIVE OFFICER 6 - EXECUTIVE CONTRACT	0.00
GRADT	GRADUATE TRAINEES	103.09
HMO	HOSPITAL MEDICAL OFFICER	89.53
ICS	INDIGENOUS CADETSHIP SUPPORT	0.00
MA	MEDICAL ADMINISTRATOR	0.00
N1	NURSE LEVEL 1	48.35
N1R	NURSE 1 RDO	19.38
N2	NURSE 2	68.96
N2F	NURSE LEVEL 2 75%	158.73
N2R	NURSE LEVEL 2 RDO	36.98
N2RF	NURSE LEVEL 2 RDO 75%	150.00
N3	NURSE LEVEL 3	26.56
N3R	NURSE LEVEL 3 RDO	15.42
N4	NURSE LEVEL 4	64.94
N4R	NURSE LEVEL 4 RDO	21.11
N5	NURSE LEVEL 5	15.04
N5R	NURSE LEVEL 5 RDO	10.61
N6	NURSE LEVEL 6	24.80

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N6R	NURSE LEVEL 6 RDO	7.00
N7	NURSE LEVEL 7	0.00
N7R	NURSE LEVEL 7 RDO	0.00
N8	NURSE LEVEL 8	0.00
N8R	NURSE LEVEL 8 RDO	44.67
NICP	NATIONAL INDIGENOUS CADETSHIP PROJECT	0.00
NTPSW	NTPS CERTIFICATE IV APPRENTICESHIPS	0.00
P1	PROFESSIONAL 1	36.07
P1T	PROFESSIONAL 1 TRAINEE	106.33
P2	PROFESSIONAL 2	37.80
P3	PROFESSIONAL 3	12.62
P4	PROFESSIONAL 4	17.98
PDA	PRINCIPAL DENTAL ADVISOR	0.00
PH1	PHYSICAL 1	260.30
PH2	PHYSICAL 2	176.14
PH2R	PHYSICAL 2 - RDO	17.76
PH3	PHYSICAL 3	50.52
PH3R	PHYSICAL 3 - RDO	8.51
PH4	PHYSICAL 4	30.24
PH4R	PHYSICAL 4 - RDO	9.36
PH5	PHYSICAL 5	0.00
PH5R	PHYSICAL 5 - RDO	31.85
PH6	PHYSICAL 6	203.50
PH6R	PHYSICAL 6 - RDO	26.35
PH7R	PHYSICAL 7 - RDO	0.00
RCMO	RURAL/COMMUNITY MEDICAL OFFICER	27.04
RDM	REMOTE DENTIST MANAGER	193.89
REG	REGISTRAR	95.55
REGK	REGISTRAR K	0.00
RMA	RURAL MEDICAL ADMINISTRATOR	0.00
RMO	RESIDENT MEDICAL OFFICER	41.48
RMP	RURAL MEDICAL PRACTITIONER	339.67
RSM	REMOTE SERVICES MANAGER	0.00
SACS3	SOCIAL & COMMUNITY SERVICES WORKER 3	81.00
SACS4	SOCIAL & COMMUNITY SERVICES WORKER 4	100.00
SBA	SCHOOL BASED APPRENTICE	554.02
SC	SPECIALIST CLINICIAN	99.40
SD	SENIOR DENTIST	50.14
SDM	SENIOR DENIST MANAGER	95.24
SHMO	SENIOR HOSPITAL MEDICAL OFFICER	18.98
SPEC	SPECIALIST	0.00
SPHM	SPECIALIST PUBLIC HEALTH MEDICINE	147.67
SPHMK	SPECIALIST PUBLIC HEALTH MEDICINE K	0.00
SREG	SENIOR REGISTRAR	76.87
SRMP	SENIOR RURAL MEDICAL PRACTITIONER	54.06
SSC1	SENIOR SPECIALIST CLINICIAN GRADE 1	62.21

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SSC2	SENIOR SPECIALIST CLINICIAN GRADE 2	15.15
SSM2	SNR SPECIALIST MEDICAL ADMINISTRATOR 2	0.00
SSPH1	SENIOR SPEC PUBLIC HEALTH MEDICINE 1	0.00
SSPH2	SENIOR SPEC PUBLIC HEALTH MEDICINE 2	0.00
T1	TECHNICAL 1	96.75
T1D	TECHNICAL 1 DENTAL ASSISTANT	32.31
T1R	TECHNICAL 1 - RDO	0.00
T2	TECHNICAL 2	38.64
T2R	TECHNICAL 2 - RDO	6.16
T3	TECHNICAL 3	25.38
T3R	TECHNICAL 3 - RDO	20.37
T4	TECHNICAL 4	11.01
T4R	TECHNICAL 4 - RDO	0.00
T5	TECHNICAL 5	0.00
T6	TECHNICAL 6	0.00
THSMO	THS SESSIONAL MEDICAL OFFICERS	644.47
THSOT	THS ALL OTHER SESSIONAL PAYMENTS	0.00
TRMP	TRAINEE RURAL MEDICAL PRACTITIONER	131.35
TRMPS	TRAIN RURAL MED PRAC WITH ADVANCED SKILL	20.96

- 22. How many vacant positions are there in the Department as a whole?**  
**23. How long, in total days, have permanent positions been vacant in the department?**

**ANSWER (Q22 and Q23):** 'Establishment' is a traditional method of aligning positions, structures, and budgets. Operational staff in hospitals, for example are not held against a position so to allow for full deployment flexibility to meet changing clients need. This explains why some staff are not held against a nominal position.

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- 24. In relation to all vacant positions, what is the breakdown of recruitment actions by:**
- (a) selection process commenced; and**
  - (b) selection process (including position advertising) not commenced.**

**ANSWER:**

- In 2009/10 (as at 31 March 2010), 720 vacancies were advertised.
- As at 31 March 2010, 90 vacancies were pending recruitment action.
- Recruitment activities undertaken in 2009/10 include:

**Medical Officers**

- Advertisement for all hospitals in the Weekend Australian (June 2009);
- Special Feature for all hospitals in the Melbourne Age (June 2009);
- Advertisement for Rural Medical Practitioners in the Weekend Australian, NT News, Centralian Advocate; Medical Journals and relevant websites (July 2009);
- DHF 'Medical Officers Opportunities' website developed in June 2009 has been updated for 2011 Junior Medical Officer Recruitment campaign. All JMO applications are directed to this website;
- In 2010, Royal Darwin Hospital had a 70% retention rate of 1<sup>st</sup> year medical officers.

**Nursing**

- In November 2009, advertisements for Remote Area Nurses and Midwives were placed in the Weekend Australian, NT News, Centralian Advocate; and Nursing Careers websites;
  - In 2009/10 Nurse and Midwifery Recruitment Campaigns continue to focus on attracting graduates (GIANTS Campaign) and experienced nurses and midwives (UNIQUE Campaign) to the Northern Territory;
  - These campaigns are in addition to normal recruitment efforts by the 5 hospitals; and Remote, Community Health and Mental Health services;
  - As at May 2010, the new Nursing and Midwifery website launched in November 2009, has received 5,514 visits;
  - From April 2009 to April 2010, 918 nurses were recruited across Acute Care, Health and Wellbeing; and Public Health Services.
- In addition, NT Families and Children advertised for Remote Child Protection Professionals in the Weekend Australian, Brisbane Courier, Koori Mal, Katherine Times and relevant websites in August and September 2009; January and March 2010.

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**25. How many staff are currently employed on a temporary contract?**

In 2009/10 (as at 31 March 2010) a total of 3,385 people were employed on a temporary contract. This number represents 'Head Count' and includes part time, staff on temporary employment contracts, casuals, Board members, executive contractors, apprentices and graduates.

**26. In the period 1 January 2008 to 1 April 2010, how many positions have been advertised by "expression of interest"?**

**ANSWER:** 477

**27. In the period 1 January 2008 to 1 April 2010, how many temporary contracts have been extended, broken down by the number of times extended?**

**ANSWER:** During the period 1 January 2008 to 1 April 2010, a total of 1, 427 temporary contracts were extended.

Extended once	1087
Extended twice	266
Extended x 3	59
Extended x 4	11
Extended x 5	2
Extended x 6	1
Extended x 7	1
# Contracts affected	1427
Total No. of Contract extension processed.	1863

**28. How many times has the department sought permission from the Commissioner to extend a contract beyond a third extension?**

**ANSWER:**

Public Sector Instrument 15 allows the CEO to renew on more than one occasion all classifications of employees in accordance with section 34(5) of the Public Sector Employment and Management Act (PSEMA) and subject to specified conditions/ This reduces the requirement to seek permission from the Commissioner to extend a contract beyond the third extension.

**29. If permission has been sought, what recruitment action has taken place?**

**ANSWER:** N/A

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**30. Per position level, what is the average length of time taken for recruitment from advertising to successful applicant?**

**ANSWER:**

Time is based on number of working days between the advertising of a position, and the gazetting of the successful applicant on the NT Employment Opportunities website.

Designation	Average Days
AHW3,AHW4,AHW5	56.00
AHW4	66.00
AO2	41.00
AO3	57.58
AO4	49.48
AO5	55.85
AO6	62.14
AO7	61.00
AO8	53.86
CMO	81.00
D1,D3	51.00
ECO3	81.00
EO1	68.60
EO1,ECO1	101.00
HMO	56.00
N3	71.61
N4	56.91
N5	57.00
N6	61.00
N6,P3	71.00
N7	126.00
N8	51.00
P1	54.33
P1,P2	60.17
P2	52.69
P3	65.00
P4	51.00
PH2	48.50
PH2,PH3	36.00
PH3	54.33
PH3,PH4	46.00
PH4	51.00
PH5	81.00
RCMO	41.00
RMA	81.00
SC	86.00
SDM	21.00
SPHM	66.00
SRMP	81.00
SSC2	87.67
SSPH1	76.00
T1	51.67

**RESPONSES TO WRITTEN QUESTIONS  
OUTPUT GROUPS FOR DEPARTMENT OF HEALTH AND FAMILIES**

T1,T2	46.00
T2	57.43
T3	67.25

**31. What is the number of positions that have been filled by the recruitment of an existing public servant, and how many from the general public?**

**ANSWER:**

The reporting source is based on a voluntary declaration by the applicant when applying for a job. Information is collected in advertised recruitment actions for permanent and temporary staff, not including Expression of Interest recruitment. This report represents recruitment actioned during the period of 01/07/2009 to 31/03/2010.

External Recruit	NTG Employee	Not Declared	Total
144	289	234	667



**RESPONSES TO WRITTEN QUESTIONS  
OUTPUT GROUPS FOR DEPARTMENT OF HEALTH AND FAMILIES**

**32. In 2009 how many positions have been reclassified in the department?  
What is the level of those positions?**

**ANSWER:** In 2009/10 (as at 31 March 2010) a total of 62 positions were reclassified.

Job Title	New Class'n
Nursing Director	N7
Nursing Director Clinical & Recruitment	N7
Executive Director Of Nursing	N8
Food Services / Housekeeping Manager	AO7
Wound Management Stomal Therapy Nurse	N5
Respiratory Nurse	N5
Continance Nurse Advisor / Stomal Therapist	N5
Clinical Product Resource Nurse	N4
Workforce Support Officer	AO4
Workforce Policy Officer	AO7
Senior Manager Service Development	EO1
Data Manager - Northern Territory Cancer Registry	AO5
Senior Systems Manager	AO8
Clinical Midwife Educator Maternity Unit	N4
Laboratory Administrative Officer	AO3
Laboratory Administrative Officer	AO3
Section Head - Sexual Health & Blood Borne Virus Unit.	EO2
Personal Assistant	AO3
Community Welfare Worker - Dual	P2
Clinical Nurse Specialist - Surveillance & Link Nurse	N4
Travel Accounts Officer	AO3
C N C Chemotherapy	N5
Clinical Nurse Specialist	N3R
Primary Care Information System Educator	AO5
Registered Nurse Eye Clinic	N4
Clinical Nurse Manager - Renal	N5
Supervisor - Accommodation Unit	AO4
Personal Asst To The G M	AO3
Personal Asst To The G M	AO3
Disability Coordinator	P2
Clinical Nurse Manager Specialist Clinics O P D	N4
CWW/Advanced Practitioner	P2
CWW/Advanced Practitioner	P2
CWW/Advanced Practitioner	P2
Principle Prosthetist / Orthotist	P3
CWW/Advanced Practitioner	P2

**RESPONSES TO WRITTEN QUESTIONS  
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Executive Assistant	AO4
Technical Officer T2	T2
Technical Officer T2	T2
Senior Policy Officer	AO7
Travel Clerk	AO3
Manager Data Governance	AO7
Clinical Pharmacy Technician	T2
Health Promotion Program Leader	P4
Sterilising Technician Educator	T3
Chronic Diseases Network (CDN) Coordinator	AO7
CSSD Attendant	T1
CNC ENT Clinic	N4R
Senior Communications Officer	AO6
Disaster Coordinator	AO8
CNM	N6
Nursing Director NT Mental Health Service	N8
Senior Administrative Assistant	AO4
Information Analyst	AO6
Pharmacy Technician	T2
One Staff Unit Supervisor	AO4
Coordinator Women's Information Centre	AO6
Pharmacy Purchasing Technician	AO3
Pharmacy Purchasing Technician	T1
Medical Services Divisional Support Officer	AO3
CWW Practitioner	P1
CWW Practitioner	P1

**RESPONSES TO WRITTEN QUESTIONS  
OUTPUT GROUPS FOR DEPARTMENT OF HEALTH AND FAMILIES**

**33. How many permanent unattached employees do you have in your agency?  
What levels are they?**

**ANSWER:** In 2009/10 (as at 31 March 2010), the Department had a total of 1,507 unattached employees.

'Establishment' is a traditional method of aligning positions, structures, and budgets. Operational staff in hospitals, for example are not held against a position so to allow for full deployment flexibility to meet changing clients need. This explains why some staff are not held against a nominal position.

**34. How much has been spent on training and skilling unattached employees?  
What was the training provided?**

**ANSWER:** Data is unable to be separated for 'unattached' employees.

**35. How many unattached employees have successfully gained nominal positions within the agency or gained employment in another agency in 2009.**

**ANSWER:** 'Establishment' is a traditional method of aligning positions, structures, and budgets. Operational staff in hospitals, for example are not held against a position so to allow for full deployment flexibility to meet changing clients need. This explains why some staff are not held against a nominal position.

**36. How many have resigned?**

**ANSWER:** In 2009 (as at 31 December 2009) a total of 376 unattached employees separated from the Department.

**37. What is the average cost of recruiting staff to the department?**

**ANSWER:** The recruitment of staff includes direct and in-direct costs and this data is not currently collected.

**38. How much is allocated on average, to each staff member for training and improvement?**

**ANSWER:** \$600 is allocated per person, this excludes Professional Development Allowance.

**RESPONSES TO WRITTEN QUESTIONS  
OUTPUT GROUPS FOR DEPARTMENT OF HEALTH AND FAMILIES**

**39. What is the average length of stay of staff in the department? Please break this down by position level.**

**ANSWER:** The average length of service of staff in the Department is 4.90 years.

<b>Classn</b>	<b>Classification</b>	<b>Average Length Of Service in Years</b>
AH2/3	ABOR H WORKER 2/3	4.47
AH3	ABOR H WORKER 3	5.61
AH4	ABOR H WORKER 4	9.48
AH5	ABOR H WORKER 5	8.61
AH6	ABOR H WORKER 6	14.00
AO1	ADMIN OFFICER 1	12.18
AO2	ADMIN OFF 2	3.27
AO2R	ADM OFF - RDO	0.00
AO3	ADMIN OFF 3	3.90
AO4	ADMIN OFF 4	4.90
AO5	ADMIN OFF 5	5.96
AO6	ADMIN OFF 6	4.71
AO7	ADMIN OFF 7	5.61
AO8	ADMIN OFF 8	4.90
AQ3SA	NTPS ADULT APPR	0.00
AQ4SA	NTPS ADULT APPR	1.00
AQF3A	NTPS APPRENTICE	0.14
AQF4A	NTPS APPRENTICE	3.00
CDM	CLINICAL MGR	23.00
DEN	DENTIST	0.14
DM	DENTIST MANAGER	1.00
DS2	DIS SERVICE 2	0.50
EO1	EXEC OFFICER 1	6.95
EO1C	EXEC OFF 1 CNTR	4.38
EO2	EXEC OFF 2	5.71
EO2C	EXEC OFF 2 CNTR	10.68
EO3C	EXEC OFF 3 CNTR	4.25
EO4C	EXEC OFF 4 CNTR	13.00
EO5C	EXEC OFF 5 CNTR	1.00
EO6C	EXEC OFF 6 CNTR	10.50
GRADT	GRADU TRAINEES	0.00
HMO	HOSP MEDI OFFIC	2.00
ICS	ICS	1.50
N1	NURSE LEVEL 1	6.45
N1R	NURSE 1 RDO	8.52
N2	NURSE 2	4.73
N2F	NURSE 2 75%	0.00
N2R	NURSE 2 RDO	2.20

**RESPONSES TO WRITTEN QUESTIONS  
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N2RF	NURSE 2 RDO 75%	0.00
N3	NURSE 3	10.77
N3R	NURSE 3 RDO	7.15
N4	NURSE 4	4.97
N4R	NURSE 4 RDO	6.72
N5	NURSE 5	10.50
N5R	NURSE 5 RDO	8.49
N6	NURSE 6	13.00
N6R	NURSE 6 RDO	11.90
N7	NURSE 7	15.00
N7R	NURSE 7 RDO	13.00
N8R	NURSE 8 RDO	1.67
P1	PROF 1	1.13
P2	PROF 2	4.43
P2R	PROF 2 - RDO	7.00
P3	PROF 3	7.93
P4	PROF 4	10.27
PDA	PRIN DEN ADVIS	0.00
PH2	PHYS 2	2.96
PH2R	PHYS 2 - RDO	6.82
PH3	PHYS 3	4.16
PH3R	PHYS 3 - RDO	5.18
PH4	PHYS 4	3.20
PH4R	PHYS 4 - RDO	9.43
PH5	PHYS 5	0.00
PH5R	PHYS 5 - RDO	14.26
PH6R	PHYS 6 - RDO	8.50
PH7R	PHYS 7 - RDO	0.00
RCMO	RURAL/COM MEDOF	0.33
RDM	REM DEN MANAGER	4.00
REG	REGISTRAR	1.13
RMA	RURAL MED ADMIN	8.50
RMO	RES MED OFFICER	0.64
RMP	RURAL MED PRACT	2.00
RSM	RMT SER MANAGER	1.00
SC	SPEC CLINICIAN	3.29
SD	SENIOR DENTIST	1.75
SDM	SNR DENT MGR	0.00
SHMO	SEN HOSP MED OF	6.56
SPHM	SP PUB HLTH MED	6.88
SREG	SEN REGISTRAR	1.12
SRMP	SENIOR RURAL ME	2.32
SSC1	SEN SPEC CLIN 1	4.30
SSC2	SEN SPEC CLIN 2	7.20
SSM2	S SPEC MED AD 2	1.00
SSPH1	S SP PUB HMED 1	9.83

**RESPONSES TO WRITTEN QUESTIONS  
OUTPUT GROUPS FOR DEPARTMENT OF HEALTH AND FAMILIES**

SSPH2	S SP PUB HLTH 2	20.00
T1	TECH 1	4.89
T1D	TECH 1 DENTAL	4.00
T1R	TECH 1 - RDO	1.38
T2	TECH 2	4.93
T2R	TECH 2 - RDO	10.50
T3	TECH 3	7.12
T3R	TECH 3 - RDO	8.00
T4	TECH 4	18.00
T4R	TECH 4 - RDO	22.50
T5	TECH 5	5.00
T6	TECH 6	16.40
TRMP	TRAINEE RURAL M	1.00
TRMPS	TRAINEE RURAL M	2.80

The "Average Length of Service" calculation is derived from the current continuous period of service in the current agency divided by the total number of staff.

**RESPONSES TO WRITTEN QUESTIONS  
OUTPUT GROUPS FOR DEPARTMENT OF HEALTH AND FAMILIES**

**Leave Liabilities:**

**40. What is the policy of the department of carry over recreation leave, in particular, how many weeks are allowed to be carried over between years?**

**ANSWER:**

Recreation leave is managed in accordance with the Northern Territory Public Sector 2008 – 2010 Union Collective Agreement.

**41. As of 1 April 2010, how many staff have more than this amount carried over, and what is the cost of this leave being held?**

**ANSWER:**

Not applicable. Please refer to Union Collective Agreement.

**42. In relation to NTPS staff as of 1 April 2010:**

**(a) what is the total amount of accrued leave in the department, broken down by long service leave and recreation leave. What is the financial value of that leave;**

**ANSWER:**

<b>LSL Leave Accrued Months</b>	<b>LSL Leave Accrued Entitlement</b>
8556.9	\$48,756,014.59
<b>Footnote:</b> Actual LSL values used for employees with greater than 10 years of service. Pro-rata LSL values used for employees with less than 10 years of service	
<b>Rec Leave Accrued Decimal Days</b> 180725.0	<b>Rec Leave Accrued Entitlement</b> \$48,153,987.05
<b>Footnote:</b> If no previous credit has been entered, then pro-rata recreation leave will calculate from 1 January last. For employees who commenced after this date, the commencement date is used in the calculation.	

**RESPONSES TO WRITTEN QUESTIONS  
OUTPUT GROUPS FOR DEPARTMENT OF HEALTH AND FAMILIES**

**(b) what is the highest individual amount of accrued leave at each position level;**

Current Classn	Classification Description	Long Service Leave Accrued in Months
		0.5
AH1	ABOR H WORKER 1	1.92
AH2/3	ABOR H WORKER 2/3	5.52
AH3	ABOR H WORKER 3	3.72
AH4	ABOR H WORKER 4	4.17
AH5	ABOR H WORKER 5	4.92
AH6	ABOR H WORKER 6	4.53
AO1	ADMIN OFFICER 1	5.88
AO2	ADMIN OFF 2	14.8
AO2R	ADM OFF - RDO	0.05
AO3	ADMIN OFF 3	9.99
AO4	ADMIN OFF 4	11.45
AO5	ADMIN OFF 5	8.67
AO6	ADMIN OFF 6	10.57
AO7	ADMIN OFF 7	12.27
AO8	ADMIN OFF 8	9.26
AQ3SA	NTPS ADULT APPR	0.02
AQ4SA	NTPS ADULT APPR	0.52
AQF3A	NTPS APPRENTICE	0.4
AQF4A	NTPS APPRENTICE	0.95
CDM	CLINICAL MGR	6.9
DEN	DENTIST	0.42
DM	DENTIST MANAGER	0.4
DS2	DIS SERVICE 2	0.47
EO1	EXEC OFFICER 1	5.58
EO1C	EXEC OFF 1 CNTR	6.17
EO2	EXEC OFF 2	2.42
EO2C	EXEC OFF 2 CNTR	6.17
EO3C	EXEC OFF 3 CNTR	6
EO4C	EXEC OFF 4 CNTR	3.7
GRADT	GRADU TRAINEES	0.05
HMO	HOSP MEDI OFFIC	1.17
ICS	ICS	1.8
N1	NURSE LEVEL 1	9.05
N1R	NURSE 1 RDO	8.2
N2	NURSE 2	7.5
N2F	NURSE 2 75%	0.05
N2R	NURSE 2 RDO	7.7
N2RF	NURSE 2 RDO 75%	
N3	NURSE 3	6.5



**RESPONSES TO WRITTEN QUESTIONS  
OUTPUT GROUPS FOR DEPARTMENT OF HEALTH AND FAMILIES**

N3R	NURSE 3 RDO	6.82
N4	NURSE 4	11.6
N4R	NURSE 4 RDO	9.3
N5	NURSE 5	7.15
N5R	NURSE 5 RDO	9.75
N6	NURSE 6	3.62
N6R	NURSE 6 RDO	7.92
N7	NURSE 7	3.95
N7R	NURSE 7 RDO	10.95
N8R	NURSE 8 RDO	1.52
P1	PROF 1	6.05
P1T	PROF 1 TRAINEE	0.8
P2	PROF 2	6.75
P2R	PROF 2 - RDO	2.97
P3	PROF 3	9.27
P4	PROF 4	8.12
PDA	PRIN DEN ADVIS	0.25
PH2	PHYS 2	6.37
PH2R	PHYS 2 - RDO	11.1
PH3	PHYS 3	3.07
PH3R	PHYS 3 - RDO	6.8
PH4	PHYS 4	2.55
PH4R	PHYS 4 - RDO	8.74
PH5	PHYS 5	
PH5R	PHYS 5 - RDO	8.87
PH6	PHYS 6	0.3
PH6R	PHYS 6 - RDO	3.85
PH7R	PHYS 7 - RDO	0.15
RCMO	RURAL/COM MEDOF	2.1
RDM	REM DEN MANAGER	1.25
REG	REGISTRAR	2.05
RMA	RURAL MED ADMIN	3.86
RMO	RES MED OFFICER	1.55
RMP	RURAL MED PRACT	1.62
RSM	RMT SER MANAGER	0.52
SC	SPEC CLINICIAN	6.25
SD	SENIOR DENTIST	1.32
SDM	SNR DENT MGR	0.12
SHMO	SEN HOSP MED OF	9.87
SPHM	SP PUB HLTH MED	11.3
SREG	SEN REGISTRAR	8.35
SRMP	SENIOR RURAL ME	4.47
SSC1	SEN SPEC CLIN 1	4.45
SSC2	SEN SPEC CLIN 2	6.32
SSM2	S SPEC MED AD 2	0.55
SSPH1	S SP PUB HMED 1	5.02

**RESPONSES TO WRITTEN QUESTIONS  
OUTPUT GROUPS FOR DEPARTMENT OF HEALTH AND FAMILIES**

SSPH2	S SP PUB HLTH 2	6.17
T1	TECH 1	4.4
T1D	TECH 1 DENTAL	4.14
T1R	TECH 1 - RDO	1.07
T2	TECH 2	4.01
T2R	TECH 2 - RDO	8.3
T3	TECH 3	6.66
T3R	TECH 3 - RDO	3.46
T4	TECH 4	8.7
T4R	TECH 4 - RDO	8.22
T5	TECH 5	3.22
T6	TECH 6	5.8
TRMP	TRAINEE RURAL M	0.35
TRMPS	TRAINEE RURAL M	1.55

**RESPONSES TO WRITTEN QUESTIONS  
OUTPUT GROUPS FOR DEPARTMENT OF HEALTH AND FAMILIES**

<b>Current Classn</b>	<b>Classification Description</b>	<b>Recreation Leave Accrued in Days</b>
AH1	ABOR H WORKER 1	5.0
AH2/3	ABOR H WORKER 2/3	73.5
AH3	ABOR H WORKER 3	77.5
AH4	ABOR H WORKER 4	67.1
AH5	ABOR H WORKER 5	61.0
AH6	ABOR H WORKER 6	55.5
AO1	ADMIN OFFICER 1	95.4
AO2	ADMIN OFF 2	114.6
AO2R	ADM OFF - RDO	5.2
AO3	ADMIN OFF 3	121.2
AO4	ADMIN OFF 4	117.0
AO5	ADMIN OFF 5	122.8
AO6	ADMIN OFF 6	113.5
AO7	ADMIN OFF 7	184.5
AO8	ADMIN OFF 8	98.0
AQ3SA	NTPS ADULT APPR	2.5
AQ4SA	NTPS ADULT APPR	55.0
AQF3A	NTPS APPRENTICE	8.0
AQF4A	NTPS APPRENTICE	44.9
CDM	CLINICAL MGR	64.0
DEN	DENTIST	16.5
DM	DENTIST MANAGER	27.5
DS2	DIS SERVICE 2	44.1
EO1	EXEC OFFICER 1	143.0
EO1C	EXEC OFF 1 CNTR	56.9
EO2	EXEC OFF 2	66.5

**RESPONSES TO WRITTEN QUESTIONS  
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EO2C	EXEC OFF 2 CNTR	116.5
EO3C	EXEC OFF 3 CNTR	34.3
EO4C	EXEC OFF 4 CNTR	72.6
GRADT	GRADU TRAINEES	5.0
HMO	HOSP MEDI OFFIC	48.5
ICS	ICS	46.4
N1	NURSE LEVEL 1	126.7
N1R	NURSE 1 RDO	120.6
N2	NURSE 2	128.5
N2F	NURSE 2 75%	3.3
N2R	NURSE 2 RDO	127.0
N3	NURSE 3	95.8
N3R	NURSE 3 RDO	114.2
N4	NURSE 4	119.4
N4R	NURSE 4 RDO	118.0
N5	NURSE 5	117.4
N5R	NURSE 5 RDO	162.9
N6	NURSE 6	24.9
N6R	NURSE 6 RDO	100.8
N7	NURSE 7	47.4
N7R	NURSE 7 RDO	92.9
N8R	NURSE 8 RDO	71.1
P1	PROF 1	99.0
P1T	PROF 1 TRAINEE	14.7
P2	PROF 2	113.5
P2R	PROF 2 - RDO	84.6
P3	PROF 3	113.5
P4	PROF 4	89.1
PDA	PRIN DEN ADVIS	17.0

**RESPONSES TO WRITTEN QUESTIONS  
OUTPUT GROUPS FOR DEPARTMENT OF HEALTH AND FAMILIES**

PH2	PHYS 2	86.0
PH2R	PHYS 2 - RDO	171.0
PH3	PHYS 3	59.8
PH3R	PHYS 3 - RDO	133.9
PH4	PHYS 4	132.9
PH4R	PHYS 4 - RDO	168.6
PH5	PHYS 5	4.8
PH5R	PHYS 5 - RDO	147.0
PH6	PHYS 6	17.2
PH6R	PHYS 6 - RDO	134.0
PH7R	PHYS 7 - RDO	19.6
RCMO	RURAL/COM MEDOF	44.8
RDM	REM DEN MANAGER	5.5
REG	REGISTRAR	68.5
RMA	RURAL MED ADMIN	32.0
RMO	RES MED OFFICER	60.5
RMP	RURAL MED PRACT	32.0
RSM	RMT SER MANAGER	13.5
SC	SPEC CLINICIAN	93.0
SD	SENIOR DENTIST	31.7
SDM	SNR DENT MGR	12.5
SHMO	SEN HOSP MED OF	75.0
SPHM	SP PUB HLTH MED	53.3
SREG	SEN REGISTRAR	69.4
SRMP	SENIOR RURAL ME	55.6
SSC1	SEN SPEC CLIN 1	144.7
SSC2	SEN SPEC CLIN 2	111.9
SSM2	S SPEC MED AD 2	-5.3
SSPH1	S SP PUB HMED 1	77.2

**RESPONSES TO WRITTEN QUESTIONS  
OUTPUT GROUPS FOR DEPARTMENT OF HEALTH AND FAMILIES**

SSPH2	S SP PUB HLTH 2	71.4
T1	TECH 1	100.9
T1D	TECH 1 DENTAL	59.5
T1R	TECH 1 - RDO	55.3
T2	TECH 2	93.6
T2R	TECH 2 - RDO	118.4
T3	TECH 3	118.5
T3R	TECH 3 - RDO	63.1
T4	TECH 4	119.5
T4R	TECH 4 - RDO	75.2
T5	TECH 5	58.0
T6	TECH 6	115.5
TRMP	TRAINEE RURAL M	13.0
TRMPS	TRAINEE RURAL M	55.9

**(c) what is the current total of sick leave entitlement of employees in the department; and**

**ANSWER:** 54437.12 weeks (As at 31 March 2010).

**(d) how many days sick leave were taken in 2009?**

**ANSWER:** 37653.98 days (As at 31 March 2010).

**RESPONSES TO WRITTEN QUESTIONS  
OUTPUT GROUPS FOR DEPARTMENT OF HEALTH AND FAMILIES**

**43. In relation to Contract (ECO1 and above) staff as of 1 April 2010:**

- (a) what is the total amount of accrued leave in the department, broken down by long service leave and recreation leave? What is the financial value of that leave;**

**ANSWER:**

Rec Leave Accrued Decimal Days	Rec Leave Accrued Entitlement
1926.8	\$1,686,373.48

- (b) what is the highest individual amount of accrued leave at each employee level;**

**ANSWER:**

Classification Description	Rec Accrued in Days
EXEC OFF 1 CNTR	56.9
EXEC OFF 2 CNTR	116.5
EXEC OFF 3 CNTR	34.3
EXEC OFF 4 CNTR	72.6

- (c) what is the current total of sick leave entitlement of employees in the department; and**

**ANSWER:** 1480.64 weeks

- (d) how many days sick leave were taken in 2009, at each employee level?**

**ANSWER:**

Classification Description	Sick Leave Days Taken
EXECUTIVE OFFICER 1 - EXECUTIVE CONTRACT	47.86
EXECUTIVE OFFICER 2 - EXECUTIVE CONTRACT	54.05
EXECUTIVE OFFICER 3 - EXECUTIVE CONTRACT	11.00
EXECUTIVE OFFICER 4 - EXECUTIVE CONTRACT	3.84

**RESPONSES TO WRITTEN QUESTIONS  
OUTPUT GROUPS FOR DEPARTMENT OF HEALTH AND FAMILIES**

**44. How many people received workers compensation 2009, at what position level and geographic location and how long for each person?**

**ANSWER:** In 2009 (as at 31 March 2010), 229 people received workers compensation.

Location	Time in Days	No. of people
Alice Springs Remote	0 -10	4
	11 - 50	1
Alice Springs Urban	0 -10	13
	11 - 50	15
	51 - 100	1
	101 - 200	3
	200 +	41
Darwin Remote	0 -10	2
	11 - 50	6
Darwin Urban	0 -10	8
	11 - 50	9
	51 - 100	15
	101 - 200	12
	200 +	67
Katherine Remote	11 - 50	1
Katherine Urban	0 -10	7
	11 - 50	1
	51 - 100	6
Nhulunbuy Urban	0 -10	5
	11 - 50	1
	200 +	6
Palmerston Urban	0 -10	3
Tennant Creek Remote	0 -10	1
Tennant Creek Urban	0 -10	1

"On compensation" or "receiving compensation" has been interpreted to include anyone who is in receipt of monetary benefits at any time during the period.

People are considered not to be "On compensation" on successful return to previous employment or completion of a prescribed course of treatment. This factor is often difficult to determine statistically, therefore only time for which compensation was paid is included in Time on Compensation (Time). This time is based on days (5) per week. Those people with no time loss are usually "On compensation" for a shorter time or returned to work, even if on partial/restricted duties.



**RESPONSES TO WRITTEN QUESTIONS  
OUTPUT GROUPS FOR DEPARTMENT OF HEALTH AND FAMILIES**

**45. As at today, how many workers are currently on workers compensation? At what level and is there an expected return date?**

**ANSWER:** As at 31 March 2010, a total of 104 people were on workers compensation.

**46. In 2009 how many workers are or were on sick leave or extended leave (excluding recreation leave), longer than 3 weeks, at what level, and for what reason? Are there any still on extended leave?**

**ANSWER:** As at 31 March 2010, a total of 360 people were on sick leave or extended leave (excluding recreation leave), longer than 3 weeks.

Type	No. of staff
Sick	25
Compensation	4
Long Service Leave	30
Miscellaneous (Paid)	120
Miscellaneous (Unpaid)	181

Leave awaiting approval or awaiting processing are not included in this report. Miscellaneous leave includes (but is not limited to) Maternity Leave, Leave Without Pay, Sick Leave Without Pay, Secondment, Study Leave and extended absences consisting of multiple leave types.

**47. Do you have any personnel under the old Commonwealth superannuation scheme and if so, what is the liability? What are the optimal retirement ages for such staff based on superannuation benefit definitions, what are ages of those people, and what are their position levels in the public service? If there are nurses, teachers or police in the CSS, how many are there, at what level and what are their ages?**

**ANSWER:**

- Yes, the Department has 118 staff (as at 31 March 2010) under the old Commonwealth Superannuation Scheme.
- With regards to the CSS liability, NT Treasury will be providing an answer to this component of the question on a whole of government basis.
- The optimal retirement age is 54 yrs and 11 months.

Age groups	No. of staff
0 – 50	30
51 - 60	65
61 - 70	19
71 +	4

**RESPONSES TO WRITTEN QUESTIONS  
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48. Do they still have NT public servants who were employed in the 80's and eligible for return flight to Adelaide every 2 years? How many and at what level?

**ANSWER:** As at 31 March 2010, there are 347 staff who receive airfare entitlements.

<b>Classification</b>	<b>No. of Staff</b>
AH 2/3 – AH6	8
AO1 – AO8	107
EO	3
N1 – N7	131
P1 – P4	26
PH2 – PH6	43
T1 – T6	23
Other	6

“Other” includes – Clinical Managers, Medical Officers, Registrars, Specialists

**RESPONSES TO WRITTEN QUESTIONS  
OUTPUT GROUPS FOR DEPARTMENT OF HEALTH AND FAMILIES**

**Entry Level Recruitment:**

**49. In relation to Apprentices and Graduates, in 2009:**

**(a) how many graduates started with the department;**

**ANSWER:**

- NTPS Apprenticeship Program (13)
- NTPS Graduates (1)
- Graduate Nurse Program (97) – 88 Registered Nurse (Bachelor of Nursing); 9 Enrolled Nurse (Certificate IV)

**(b) how many have completed the year;**

**ANSWER:**

Apprentices (11); Graduates (1) YTD  
Graduate Nurse Program (72)

**(c) how many have won nominal positions;**

**ANSWER:**

- Nil under the NTPS Apprenticeship Program, as reporting period is within the 1<sup>st</sup> year of service.
- Under the Graduate Nurse Program, 59 graduates have won positions.

**d) how many have left the NTG, and what was the time each stayed within the NTG before leaving; and**

**ANSWER:**

- Nil in terms of the NTPS Apprenticeship Program. Casual (6.1 months) and Temporary (3.3 months)
- This level of data is not collected for graduates under the Nurse Graduate Program. A graduate is on a 12 month contract and may not request a permanent position within the NT or DHF once the contract is completed.

**(e) how much sick leave has been taken on average by graduates and apprentices?**

**ANSWER:**

Not applicable.

**RESPONSES TO WRITTEN QUESTIONS  
OUTPUT GROUPS FOR DEPARTMENT OF HEALTH AND FAMILIES**

**50. In relation to Indigenous Employees, in 2009:**

- (a) how many employees do you have in your department that identify themselves as Indigenous;**

**ANSWER:** 476

- (b) what are the levels of their positions held;  
(c) how many at each level;**

**ANSWER (b) (c):**

<b>Classification</b>	<b>Permanent</b>	<b>Temporary</b>	<b>Total Staff</b>
ABORHWORKER 2/3 - 6	66	28	94
ADMIN OFF 2 - 8	139	120	259
NTPS APPRENTICE	2	10	12
EXEC OFF 1 - 2	1	1	2
NURSE 1 - 5	18	6	24
PROF 1 - 4	10	3	13
PHYS 2 - 6	30	33	63
REGISTRAR		2	2
TECH 1 - 3	5	2	7

- (d) how many are tenured and at what level;**

**ANSWER:** 271. Refer table above.

- (e) how many are temporary and at what levels;**

**ANSWER:** 205. Refer table above.

- (f) how many are acting up in positions and at what level;**

**ANSWER:** 60 staff

<b>Classification</b>	<b>No. of Staff</b>
AH 2/3 – AH6	12
AO2 – AO8	41
ICS	1
EO	1
N3 – 5	2
P4	1
PH2 - 5	2

**RESPONSES TO WRITTEN QUESTIONS  
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**(g) how many have completed the year:**

**ANSWER:** Not applicable.

**(h) how many have left the NTG; and**

**ANSWER:** 118 left the Department, however, some may have been employed elsewhere within NTG.

**(i) how much sick leave was taken, on average?**

**ANSWER:** The Government considers it inappropriate to ask about sick leave usage based on a person's ethnicity.

**Allowances:**

**51. In regard to employee entitlements, for 2009:**

**(a) In addition to salary how much was paid in employee allowances;**

**ANSWER:** \$50,412,056.34

**(b) what are these allowances, to what level do they apply and what is the annual estimated cost; and**

**ANSWER:**

These allowances were paid in accordance with PSEMA requirements. To break this down by each category would be a breach of privacy.

**(f) do these allowances attract the 9% Superannuation Guarantee Levy, and if so, which allowances?**

**ANSWER:** Allowances that attract the 9% levy are listed below:

Allowance Description	Allowance Description
Overtime In Lieu (DETFREE)	Post Grad Qual N1
Overtime In Lieu 20% Allowance	Post Grad Qual N2 3%
Overtime in Lieu	Post Grad Qual N2 3.5%
Overtime in Lieu 10% Allowance	Post Grad Qual N2 4.5%
Overtime in Lieu 15% Allowance	Nursing Resource Consultant Review Allow
Ward 9	In Lieu of Private Practice
25% Consolidated Allowance	Flexibility Allowance
Skills Allowance	Remote Electricity Sub Special
Additional Allowance - Specialist Clinic	Remote Electricity Sub Cat 1

**RESPONSES TO WRITTEN QUESTIONS  
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Team Manager Allowance	Remote Electricity Sub Cat 2
Market Allowance Det 1002 of 2002	Remote Electricity Sub Cat 3
Leading Hand (2-10 Employees) HEMWU CMW	Remote Electricity Sub Special Depend
Leading Hand (2-10 Employees) GEMWU	Remote Electricity Sub Cat 1 Depend
Leading Hand (Over 20 Employees) GEMWU	Remote Electricity Sub Cat 2 Depend
On Call Allowance (Super)	Remote Electricity Sub Cat 3 Depend
On Call Allowance (Super) Precalculated	Executive Assistant Allowance
On Call Allowance (NTPS)	Instructor Allow Cert IV 1 yr
Industry Allowance (Super) CMW	Instructor Allowance Cert IV 1-2 years
34% Allowance	Instructor Alw Cert IV over 2 years
Responsibility Allowance (25%)	Tutor Allowance
Responsibility Allowance (25%) OIC	Shift Responsibility Allowance
15% Consolidated Allowance	Aerial Medical Service Composite
20% Consolidated Allowance	Service Coordinator Allowance
Consolidated Allowance - 20%	Retention Allowance
Salary Maintenance	Practitioner Allowance PHS MA SRMP
Consolidated Disability Allowance	Specialist Private Practice Allow Cat B
Technical Consolidated Disability Allow	Rural Medical Officer Attraction Allow
I.T. Allowance	Composite Allowance Disability & SACS
Fortnightly Sessional Payments	Stand-by Allowance
Market Allow - Det 1043 of 2002	Second Roster Allowance
All Purpose - Super	P1 Radiographer Market Allowance
Market Allowance - Super	P2-P4 Radiographer Market Allowance
Salary Maintenance - Super	Private Practice Allowance-Senior Dentist
Responsibility - Super	Private Practice Allowance-DM/RDM
Skills Allowance - Super	Private Practice Allowance-RSM/SDM
Exemplary Practice 1 (N1)	Private Practice Allowance-CDM/PDA
Exemplary Practice 1 (N2)	GP Proceduralists Gove & Katherine Hospitals
Exemplary Practice 2 (N2)	Professional Excellence Status
	Midwifery Composite Allowance

**RESPONSES TO WRITTEN QUESTIONS  
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**NTPS Code of Conduct:**

**52. How many credit cards have been issued to department staff?**

**ANSWER:** 248

**53. How many repayment transactions (and the value) for personal items and services are outstanding?**

**ANSWER:**

Zero items outstanding for personal items purchased on corporate credit cards.

**54. How many reports of the improper use of Information Technology have been made?**

**ANSWER:** 3

**55. How many reports resulted in formal disciplinary action?**

**ANSWER:** 2

**Insurance:**

**56. How much was spent on insurance expenses in 2009, further broken down by worker and employee insurances, physical plant and equipment insurances and other insurances?**

**ANSWER:** \$109,918.37

**57. What areas of the department are self-insured? What areas are commercially insured? If there are areas that are commercially insured, who provides this insurance, when is it due for renewal and what is the cost of this insurance provision and does it attract any thresholds under which insurance is not provided or any payments on item replacement?**

**ANSWER:**

The Department has a policy of "self Insurance" for all risks with the exception of public liability insurance relating to the foster carers, for which an exemption from the Treasurer has been granted as per Treasurer's Direction R2.1.5.10. In addition, the Department has provided reimbursement to Medical Professionals where they have been contracted to provide services on behalf of the Department. In some cases these reimbursements have included an element of professional indemnity expense that the Doctors have incurred.

**RESPONSES TO WRITTEN QUESTIONS  
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**Climate Change:**

**58. How many tonnes of CO2 did the department emit in 2009?**

**ANSWER:**

In 2008-09 the Department of Health and Families preliminary building energy consumption was 296,113 giga joules corresponding to 50,267 tonnes of greenhouse gas emissions.

**59. How many tonnes of CO2 did the department emit in 2008?**

**ANSWER:**

In 2007-08 the Department of Health and Families preliminary building energy consumption was 293,100 giga joules corresponding to 47,333 tonnes of greenhouse gas emissions.

**60. What programs and strategies were introduced to reduce CO2 emissions across the department in 2009?**

**ANSWER:**

The Department of Health and Families initiated a number of strategies to reduce its carbon emissions during 2008-09 including:

- A \$1.1M replacement of two small Royal Darwin Hospital air conditioning chillers with frictionless, magnetic bearing chillers;
- Energy audits of Royal Darwin Hospital and Alice Springs Hospital;
- Cogeneration scoping studies for Royal Darwin Hospital and Alice Springs Hospital;

These investigations resulted in recent additional funding for:

- Cogeneration at Alice Springs Hospital;
- Replacement of the large RDH chillers with units that will be almost twice as efficient;
- Switching the RDH boilers from diesel to LPG;
- A \$405k upgrade of 3,500 RDH light fittings.

Further savings investigations and funding applications underway;

Collectively, these initiatives are predicted to save over \$1M p.a. and 4,500 tonnes of CO<sub>2</sub> p.a. (9-10% of DHF's emissions).

**61. Has a target for departmental CO2 emissions been set for the coming financial year -**

**(a) If yes, what % reduction is that from 2009; and**

**(b) If no, why has a target not been set.**



**RESPONSES TO WRITTEN QUESTIONS  
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**ANSWER:**

The Department of Health and Families is working towards the reduction target set in the Northern Territory Government Energy Smart Buildings Policy for the 2010-11 financial year.

In addition, the Department of Health and Families is working towards the reduction target set in the Northern Territory Greening the Fleet Strategy that aims to reduce emissions from the Territory Government's passenger and light commercial fleet by 20% by 2014 and 50% by 2020.

**Vehicles:**

**62. How much was spent on vehicles by the Department in 2009?**

**ANSWER:** \$10,283,000 (as at 31 December 2009).

	<b>\$000</b>
Lease payments	6,889
Short term hire	304
Private car rental	108
Fuel, repairs & maintenance, other	2,982
<b>TOTAL</b>	<b>10,283</b>

**63. How many vehicles does the Department have responsibility for?**

**ANSWER:** As at 31 March 2010, the Department had 583 vehicles.

**RESPONSES TO WRITTEN QUESTIONS  
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**64. What is the change, if any, in these vehicle numbers from 2008?**

**ANSWER:** Additional 23 vehicles.

**65. What proportion of those vehicles meet the emission standard of 5.5 out of 10 under the Commonwealth Government's Green Vehicle Guide?**

**ANSWER:** 76% of passenger vehicles.

**66. How many vehicles are home garaged?**

**ANSWER:** 112 vehicles.

**67. What is the policy in relation to home garaging vehicles?**

**ANSWER:** Please refer to Departmental Policy.

**68. What position levels have vehicles attached or are allowed to home garage?**

**ANSWER:** Please refer to Departmental Policy.

**RESPONSES TO WRITTEN QUESTIONS  
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**Travel and Accommodation:**

**69. How much was spent on travel in 2009, broken down by intrastate, interstate and international fares, accommodation and other expenses?**

**ANSWER:** \$15,675,000 (as at 31 December 2009) excludes PATS (Patient Assistance Travel Scheme).

	<b>\$000</b>
Intra Territory fares	2,600
Interstate fares	2,275
Overseas fares	89
Air, bus & boat charter	4,266
Intra Territory accommodation	2,651
Interstate accommodation	424
Overseas accommodation	17
Training fares	260
Training accommodation	204
Training travel allowance	136
Prof Devt fares and accommodation	116
Intra Territory Travel Allowance	2,288
Interstate Travel Allowance	319
Overseas Travel Allowance	30
<b>TOTAL</b>	<b>15,675</b>

**RESPONSES TO WRITTEN QUESTIONS  
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**Utilities:**

**70. What was the cost of power and water to the department in 2009?**

**ANSWER:**

In 2009/10 (as at 30 April 2010) the total cost of power and water consumption was \$10,747,054. This is a saving of \$453,130 compared to 2008/09 expenditure of \$11,200,184.

	<b>2009/2010 (as at 30 April 2010)</b>
<b>Power consumption total cost</b>	<b>9,783,957</b>
<b>Water and Sewerage consumption</b>	<b>963,097</b>

**NOTE:** *Power costs include DHF owned and leased premises.*

**71. What is the projected cost for power and water to the department in 2010?**

**ANSWER:**

Projected cost for power and water in 2010/11 is \$11,069,465.

**RESPONSES TO WRITTEN QUESTIONS  
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**Public Events:**

**72. List the public events/conferences/forums that were sponsored by the department from 1 January 2009 to 1 April 2010 and what are projected for 2010/11?**

**ANSWER:**

<b>January 2009 – 01 April 2010</b>
2009 Show Circuit
2009 Seniors Month
Official Opening of Kalkarindji Health Centre
2009 Aboriginal Health Worker Awards
Opening of Wurrimiyanga Well Being Centre
First Line and Middle Managers Graduation Ceremony
2009 Nursing and Midwifery Excellence Awards
Launch – Midwifery Group Practice
Conference – Health Professional Teaching and Learning Conference
2010 NT Falls Prevention

<b>Projected 2010/11</b>
2010 Show Circuit
2010 Aboriginal Health Worker Awards
First Line and Middle Managers Graduation Ceremony
2010 Nursing and Midwifery Excellence Awards
Official Opening of the Office of Disability
Media – Photography – Seniors
2010 Seniors Month

**RESPONSES TO WRITTEN QUESTIONS  
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**73. What is the level of sponsorship provided in terms of financial support or in kind support?**

**ANSWER:** \$60,136

**Advertising:**

**74. What is the department's budget for advertising for the 09/10 reporting year?**

**ANSWER:** \$700,000

**RESPONSES TO WRITTEN QUESTIONS  
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**75. How much is year to date expenditure? Please breakdown into newspaper, radio and TV?**

**ANSWER:** \$661,629 (excludes tender and recruitment advertising)

Print:	<b>\$307,229</b>
B&W	\$245,783
Colour	\$61,446
Newspaper advertising design (external)	<b>\$401</b>
Radio	<b>\$112,506</b>
TV	<b>\$216,522</b>
Magazines/Journals/On-Line Design	<b>\$14,330</b>
Outdoor Banners	<b>\$10,641</b>
<b>Total</b>	<b>\$661,629</b>

**76. What advertising campaigns have been undertaken or will be undertaken by the department in 2009/10?**

**ANSWER:**

<b>Advertising Campaign</b>
Youth Round Table
Companion Card
<i>'Nobody Smokes Here Anymore'</i> Indoor Smoking Bans in Pubs, Club and Restaurants
Swine Flu Vaccination Campaign
National Youth Week 2010
'Be Someone. Report it' Domestic and Family Violence social marketing campaign
White Ribbon Day
<i>'Safe Kids. Strong Future'</i> Office of Aboriginal and Torres Strait Islander Health (OATSIH)
Oral Health Campaign
Seniors Card Campaign

**RESPONSES TO WRITTEN QUESTIONS  
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**77. In 2009 how many consultancies were let in the year, at what cost, how many were NT firms and how many interstate and what was the value of those intra-territory and those interstate?**

**ANSWER:**

4 Consultancies were let in 2009.

- Total cost of consultancies - \$77,579.70
- 3 Local Consultancy Firms at a total cost of \$74,330.30
- 1 Interstate Consultancy Firm at a cost of \$3,249.40

<b>Project</b>	<b>Company</b>	<b>Amount</b>	<b>Interstate/Local</b>
Condom map	Sprout Creative	\$934.45	Local
Snrs Card Directory	Sprout Creative	\$2,797.85	Local
Chronic Conditions Docs	Shannon's Way	\$3,249.40	Interstate
Remote online Orientation e-Learning Product	Captovate	\$70,598	Local