

LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

WRITTEN QUESTION

Mr Conlan to the Minister for Health, in relation to the portfolio areas within the Department of Health.

Questions are asked of each Minister of their departments and are asked to be responded to by output group within each department.

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Minister for Health – Generic Estimates Questions

#Note: All HR Questions are as at Pay Cycle 20, 30 March 2011

HR Questions:

1. What is the NTG FTE Cap for your Agency?

ANSWER: 5260 FTE.

2. As of 30 March 2011, what is the current FTE staffing of the department, by level?

ANSWER: As at Pay 20, 30 March 2011

Staff By Stream	As at Pay 20, 30 March 2011
Aboriginal Health Workers	95.20
Administration	1211.85
Apprentices	6.47
Executive	55.47
Medical	516.52
Nursing	2012.74
Other	1.46
Physical	679.25
Professional	514.45
Technical	202.94

3. **Is this figure in line with the NTG FTE Cap?**
 - **If not, please explain**

ANSWER: The cap is fixed at a point in time. It is not designed to respond immediately to variations in externally funded (predominately Commonwealth Government) programs. There are fluctuations in demand for clinical services that may require immediate variations in FTE to meet patient demand.

4. **How many permanent positions are there in your department?**

ANSWER: A large proportion of clinical staff in hospitals are not held against a position to allow for full deployment flexibility in meeting changing clients need. This explains why some staff are not held against a nominal position.

5. **How many of these positions were nominally filled and how many were filled by persons acting in positions or are temporary appointments?**
 - **Please separate by permanent/temporary/acting by level**

ANSWER:
 The numbers below represent 'Head Count' for both operative and in-operative staff. This means part-time staff are counted as one in Head Count numbers.

Permanent Employees Held in Nominal Positions	Permanent Employees Acting in Temporary Positions	Temporary Employment Contracts
2,037	1,975	3,093
Footnote:		
<i>Perm Staff Held in Nominal Positions</i>	<i>Permanent staff working in their nominal position.</i>	
<i>Perm Staff Acting in Temporary Positions</i>	<i>Permanent staff working as temporary transfers or are not held against a nominal position.</i>	
<i>Temporary Employment Contracts</i>	<i>Temporary staff including staff on temporary employment contracts, casuals, honorary (Board members), Executive Contracts, apprentices and graduates.</i>	

6. **What was the turnover rate of staff in the Agency in 2010?**

ANSWER: Refer to table below.

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

Classification	Classification Description	Turnover %
AH1	ABORIGINAL HEALTH WORKER - CLASS 1	0.00
AH2/3	ABORIGINAL HEALTH WORKER - CLASS 2/3	23.97
AH3	ABORIGINAL HEALTH WORKER - CLASS 3	13.42

AH4	ABORIGINAL HEALTH WORKER - CLASS 4	12.40
AH5	ABORIGINAL HEALTH WORKER - CLASS 5	33.71
AH6	ABORIGINAL HEALTH WORKER - CLASS 6	0.00
AO1	ADMINISTRATIVE OFFICER 1	11.58
AO1R	ADMINISTRATIVE OFFICER 1 - RDO	0.00
AO2	ADMINISTRATIVE OFFICER 2	52.10
AO2BI	ADMINISTRATIVE OFFICER 2 - BIITE	0.00
AO3	ADMINISTRATIVE OFFICER 3	92.17
AO396	ADMINISTRATIVE OFFICER 3 96%	0.00
AO3T	ADMINISTRATIVE OFFICER 3 TRAINEE	212.77
AO4	ADMINISTRATIVE OFFICER 4	70.60
AO492	ADMINISTRATIVE OFFICER 4 92%	0.00
AO4BI	ADMINISTRATIVE OFFICER 4 - BIITE	0.00
AO5	ADMINISTRATIVE OFFICER 5	56.92
AO5R	ADMINISTRATIVE OFFICER 5 - RDO	0.00
AO6	ADMINISTRATIVE OFFICER 6	43.53
AO7	ADMINISTRATIVE OFFICER 7	59.08
AO8	ADMINISTRATIVE OFFICER 8	57.69
AO8BI	ADMINISTRATIVE OFFICER 8 - BIITE	0.00
AQ3SA	NTPS ADULT APPRENTICESHIP AQF3 LEVEL A	266.67
AQ4SA	NTPS ADULT APPRENTICESHIP AQF4 LEVEL A	0.00
AQ4SB	NTPS ADULT APPRENTICESHIP AQF4 LEVEL B	0.00
AQF3A	NTPS APPRENTICESHIP AQF3 LEVEL A	56.36
AQF3B	NTPS APPRENTICESHIP AQF3 LEVEL B	0.00
AQF4A	NTPS APPRENTICESHIP AQF4 LEVEL A	0.00
AQF4B	NTPS APPRENTICESHIP AQF4 LEVEL B	0.00
CDM	CLINICAL MANAGER	0.00
CMO	COMMUNITY MEDICAL OFFICER	0.00
CPM	ADULT GUARDIANSHIP BOARD MEMBERS	0.00
DEN	DENTIST	55.13
DM	DENTIST MANAGER	0.00
DS2	DISABILITY SERVICE SUPPORT WORKER 2	0.00
DS3	DISABILITY SERVICE SUPPORT WORKER 3	0.00
DS4	DISABILITY SERVICE SUPPORT WORKER 4	0.00
EO1	EXECUTIVE OFFICER 1	44.50
EO1C	EXECUTIVE OFFICER 1 – EXEC CONTRACT	59.13
EO2	EXECUTIVE OFFICER 2	68.99
EO2C	EXECUTIVE OFFICER 2 – EXEC CONTRACT	30.61
EO3C	EXECUTIVE OFFICER 3 – EXEC CONTRACT	65.04
EO4C	EXECUTIVE OFFICER 4 – EXEC CONTRACT	38.46
EO5C	EXECUTIVE OFFICER 5 – EXEC CONTRACT	107.14
EO6C	EXECUTIVE OFFICER 6 – EXEC CONTRACT	105.56
GRADT	GRADUATE TRAINEES	0.00
HMO	HOSPITAL MEDICAL OFFICER	28.43
ICS	INDIGENOUS CADETSHIP SUPPORT	0.00
N1	NURSE LEVEL 1	31.19

N1R	NURSE 1 RDO	16.90
N2	NURSE 2	61.77
N2R	NURSE LEVEL 2 RDO	31.02
N2RF	NURSE LEVEL 2 RDO 75%	0.00
N3	NURSE LEVEL 3	33.98
N3R	NURSE LEVEL 3 RDO	6.58
N4	NURSE LEVEL 4	53.92
N4R	NURSE LEVEL 4 RDO	24.16
N5	NURSE LEVEL 5	18.95
N5R	NURSE LEVEL 5 RDO	10.93
N6	NURSE LEVEL 6	0.00
N6R	NURSE LEVEL 6 RDO	1.85
N7	NURSE LEVEL 7	0.00
N7R	NURSE LEVEL 7 RDO	8.93
N8R	NURSE LEVEL 8 RDO	0.00
P1	PROFESSIONAL 1	106.81
P1T	PROFESSIONAL 1 TRAINEE	118.34
P2	PROFESSIONAL 2	73.41
P3	PROFESSIONAL 3	53.62
P4	PROFESSIONAL 4	65.38
PDA	PRINCIPAL DENTAL ADVISOR	0.00
PH1	PHYSICAL 1	512.82
PH2	PHYSICAL 2	133.84
PH2R	PHYSICAL 2 - RDO	19.35
PH3	PHYSICAL 3	98.99
PH3ER	PHYSICAL 3-6 TO 12 MTHS EXPERIENCE RDO	0.00
PH3R	PHYSICAL 3 - RDO	19.54
PH4	PHYSICAL 4	44.57
PH4R	PHYSICAL 4 - RDO	4.21
PH5	PHYSICAL 5	38.71
PH5R	PHYSICAL 5 - RDO	12.53
PH6	PHYSICAL 6	77.79
PH6R	PHYSICAL 6 - RDO	11.01
PH7	PHYSICAL 7	0.00
PH7R	PHYSICAL 7 - RDO	115.27
PO1	PROFESSIONAL OFFICER	9.92
PO1T	PROFESSIONAL OFFICER 1 TRAINEE	0.00
PO2	PROFESSIONAL OFFICER 2	4.49
PO3	PROFESSIONAL OFFICER 3	0.00
RCMO	RURAL/COMMUNITY MEDICAL OFFICER	17.39
RDM	REMOTE DENTIST MANAGER	0.00
REG	REGISTRAR	63.93
RMA	RURAL MEDICAL ADMINISTRATOR	74.86
RMO	RESIDENT MEDICAL OFFICER	45.43
RMP	RURAL MEDICAL PRACTITIONER	87.85
RSM	REMOTE SERVICES MANAGER	0.00

SAO1	SENIOR ADMINISTRATIVE OFFICER 1	4.65
SAO2	SENIOR ADMINISTRATIVE OFFICER 2	3.67
SBA	SCHOOL BASED APPRENTICE	637.6
SC	SPECIALIST CLINICIAN	22.43
SD	SENIOR DENTIST	209.51
SDM	SENIOR DENIST MANAGER	404.45
SHMO	SENIOR HOSPITAL MEDICAL OFFICER	50.66
SMA	SPECIALIST MEDICAL ADMINISTRATOR	0.00
SP1	SENIOR PROFESSIONAL OFFICER 1	0.00
SP2	SENIOR PROFESSIONAL OFFICER 2	0.00
SPHM	SPECIALIST PUBLIC HEALTH MEDICINE	178.57
SPO1	SENIOR PROFESSIONAL OFFICER 1	0.00
SPO2	SENIOR PROFESSIONAL OFFICER 2	0.00
SREG	SENIOR REGISTRAR	62.02
SRMP	SENIOR RURAL MEDICAL PRACTITIONER	59.92
SSA	SENIOR MEDICAL ADMINISTRATOR	0.00
SSC	SENIOR SPECIALIST CLINICIAN	15.30
SSC1	SENIOR SPECIALIST CLINICIAN GRADE 1	60.53
SSC1K	SENIOR SPECIALIST CLINICIAN GRADE 1 K	0.00
SSC2	SENIOR SPECIALIST CLINICIAN GRADE 2	7.11
SSM2	SNR SPECIALIST MEDICAL ADMINISTRATOR 2	0.00
SSPH	SENIOR SPEC PUBLIC HEALTH MEDICINE	0.00
SSPH1	SENIOR SPEC PUBLIC HEALTH MEDICINE 1	0.00
SSPH2	SENIOR SPEC PUBLIC HEALTH MEDICINE 2	0.00
T1	TECHNICAL 1	107.09
T1D	TECHNICAL 1 DENTAL ASSISTANT	33.43
T1R	TECHNICAL 1 - RDO	33.10
T2	TECHNICAL 2	29.10
T2R	TECHNICAL 2 - RDO	13.41
T3	TECHNICAL 3	31.45
T3R	TECHNICAL 3 - RDO	38.20
T4	TECHNICAL 4	15.82
T4R	TECHNICAL 4 - RDO	0.00
T5	TECHNICAL 5	0.00
T6	TECHNICAL 6	0.00
THSOT	THS ALL OTHER SESSIONAL PAYMENTS	901.55
THSMO	THS SESSIONAL MEDICAL OFFICERS	0.00
TRMP	TRAINEE RURAL MEDICAL PRACTITIONER	132.63
TRMPS	TRAIN RURAL MED PRAC ADVANCED SKILL	26.23

NOTE: High Turnover Percentage:

Staff Turnover is a percentage that expresses the relative amount of staff exits – those leaving the agency – to the average number of FTE staff in the agency over the period.

Transfers due to the creation of new Agencies, such as the Department of Children and Families, or the movement of functional units between Agencies, impact on staff turnover rate

8. How many vacant positions are there in the Agency as whole?
9. How long, in total days, have nominal positions been vacant in the department?

ANSWER: A large proportion of clinical staff in hospitals are not held against a position to allow for full deployment flexibility in meeting changing clients need. This explains why some staff are not held against a nominal position.

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

ANSWER: As at 30 March 2011, a total of 3093 staff were employed on a temporary contract. This number represents 'Head Count' as opposed to FTE. Staff not employed full-time are counted as one in Head Count numbers.

Temporary staff include staff on temporary employment contracts, casuals, honorary (board members), executive Contracts, apprentices and graduates

11. In the period 30 March 2010 to 30 March 2011, how many temporary contracts have been extended, broken down by level and the number of times extended?

ANSWER: A total of 1619 temporary contracts were extended in accordance with Clause 7.4, Employment Instruction No.1, PSEMA

Classification	Extended Once	Ext. Twice	Ext. X3	Ext. X4	Ext. X5	Total
AHW2/3	10	5	-	-	-	15
AHW3	10	7	-	-	-	17
AHW4	4	1	-	-	-	5
AO1	2	2	1	-	-	5
AO2	104	42	10	4	1	161
AO3	163	68	7	2	-	240
AO4	49	26	6	-	-	81
AO5	19	4	1	-	-	24
AO6	33	10	1	-	-	44
AO7	13	7	-	-	-	20
AO8	7	3	1	-	-	11
Apprentice AQF3B	1	-	-	-	-	1
Apprentice AQF4B	1	-	-	-	-	1
ECO1	1	-	-	-	-	1
EO1	2	1	-	-	-	3
HMO	4	1	-	-	-	5
Indigenous Cadet	1	-	-	-	-	1
N1	10	-	-	-	-	10
N2	125	19	2	-	-	146
N3	14	1	-	-	-	15

N4	62	19	3	-	-	84
N5	17	3	-	-	-	20
N6	3	-	1	-	-	4
P1	32	2	1	-	-	35
P1 Trainee	-	1	-	-	-	1
P2	72	16	1	-	-	89
P3	9	5	-	-	-	14
P4	3	-	-	-	-	3
PH2	129	39	4	1	-	173
PH3	161	18	-	1	-	180
PH4	3	3	-	-	-	6
PH5	2	1	-	-	-	3
PH6	3	-	-	-	-	3
PO1	6	1	-	-	-	7
PO2	16	-	-	-	-	16
PO3	1	-	-	-	-	1
RCMO	1	-	-	-	-	1
REG	13	1	-	-	-	14
RMA	1	-	-	-	-	1
RMO	37	3	-	-	-	40
RMP	7	1	-	-	-	8
SAO1	6	-	-	-	-	6
SAO2	1	-	-	-	-	1
SC	7	-	-	-	-	7
SDM	1	-	-	-	-	1
SHMO	1	-	-	-	-	1
SPHM	4	-	-	-	-	4
SREG	5	1	-	-	-	6
SRMP	17	1	-	-	-	18
SSC	2	-	-	-	-	2
SSC1	2	-	-	-	-	2
SSC2	4	-	-	-	-	4
SSPH1	1	-	-	-	-	1
T1	19	5	-	-	-	24
T2	7	8	-	-	-	15
T3	10	3	1	-	-	14
TRMP	4	-	-	-	-	4
TOTAL	1,242	328	40	8	1	1,619

12. In the period 30 March 2010 to 30 March 2011, how many positions have been advertised by “expression of interest”?

ANSWER: 115

13. In relation to all vacant positions, what is the breakdown of recruitment actions by:

- Selection process commenced and
- Selection process (including position advertising) not commenced

ANSWER: For 1 July 2010 – 31 March 2011

- 1150 selection process commenced
- 778 selection process not commenced

14. 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.

Classification	Average Days to fill
AHW3	51.00
AHW4	59.33
AO3	39.75
AO4	58.04
AO5	67.25
AO6	86.00
AO7	68.50
AO8	59.57
CMO	26.00
DM	36.00
ECO2	46.00
EO1	81.00
HMO	96.00
N2	51.00
N3	60.50
N4	48.50
N5	48.50
N6	51.00
P1	50.38
P1,P2	72.25
P2	55.50
P3	51.00
P4	86.00
PH2	42.54
PH2,PH3	26.00
PH3,PH4	51.00
PH3	54.33
PH4	74.33
PH5	26.00
PO1	16.00
PO2	39.33
PO3	41.00
SAO1	76.00
SC,SSC1	91.00
SPHM	56.00
SRMP	86.00

SSC1	141.00
T1	36.00
T1,T2	36.00
T2	48.22
T3	31.00

15. 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:

External Recruit	NTG Employee	Not Declared	Total
106	279	197	582

NOTE: *The reporting source is based on self-declaration of the applicants at the time of recruitment.*

16. In 2010, how many positions have been reclassified in the department? What are the level of those positions?

ANSWER: A total of 46 positions have been reclassified.

Position Level	New Classification
Administrative Officer 1 (x 1)	AO3
Administrative Officer 2 (x 3)	AO3
Administrative Officer 3 (x 4)	AO4
Administrative Officer 3 (x 1)	AO5
Administrative Officer 3 (x 1)	P2
Administrative Officer 4 (x 1)	AO6
Administrative Officer 4 (x 1)	P1
Administrative Officer 5 (x 1)	AO6
Administrative Officer 6 (x 1)	AO4
Administrative Officer 6 (x 2)	AO5
Administrative Officer 6 (x 1)	P1
Administrative Officer 6 (x 1)	PO3
Administrative Officer 7 (x 2)	AO8
Administrative Officer 7 (x 1)	P3

Administrative Officer 7 (x 1)	SP1
Administrative Officer 8 (x 1)	EO1
Professional 1 (x 2)	P2
Professional 2 (x 1)	AO5
Professional 3 (x 4)	SP1
Nurse 3 (x 1)	N4
Nurse 4 (x 3)	N5
Nurse 4 (x 2)	P2
Nurse 5 (x 1)	N6
Professional Officer 2 (x 2)	P3
Professional Officer 3 (x 1)	SP1
Technical 1 (x 2)	T2
Technical 2 (x 1)	T5
Technical 3 (x 2)	T2
Technical 4 (x 1)	T5

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

ANSWER: 1542 unattached employees.

18. How many unattached employees have successfully gained nominal positions within the agency or gained employment in another agency in 2010.

ANSWER: Data unavailable

19. How many have resigned?

ANSWER: A total of 217 unattached employees separated from the Department during the period 1 July 2010 – 31 March 2011.

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

ANSWER:

Classn	Classification	Average Length Of Service in Years
AH2/3	ABOR H WORKER 2/3	5.78
AH3	ABOR H WORKER 3	7.75
AH4	ABOR H WORKER 4	8.36
AH5	ABOR H WORKER 5	10.78
AH6	ABOR H WORKER 6	12.20
AO1	ADMIN OFFICER 1	10.79
AO2	ADMIN OFF 2	4.00
AO3	ADMIN OFF 3	5.17
AO4	ADMIN OFF 4	6.81
AO5	ADMIN OFF 5	8.09
AO6	ADMIN OFF 6	5.70
AO7	ADMIN OFF 7	7.54
AO8	ADMIN OFF 8	6.93
AQ4SA	NTPS ADULT APPR	1.73
AQ4SB	NTPS ADULT APPR	0.16
AQF3A	NTPS APPRENTICE	0.92
AQF3B	NTPS APPRENTICE	0.82
AQF4B	NTPS APPRENTICE	0.14
CDM	CLINICAL MGR	24.72
CMO	COMMUNITY MO	1.27
DEN	DENTIST	1.20
DM	DENTIST MANAGER	1.42
DS2	DIS SERVICE 2	2.11
EO1	EXEC OFFICER 1	2.65
EO1C	EXEC OFF 1 CNTR	7.83
EO2	EXEC OFF 2	7.03
EO2C	EXEC OFF 2 CNTR	11.33
EO3C	EXEC OFF 3 CNTR	3.63
EO4C	EXEC OFF 4 CNTR	19.97
EO5C	EXEC OFF 5 CNTR	7.93
EO6C	EXEC OFF 6 CNTR	0.51
GRADT	GRADU TRAINEES	1.18
HMO	HOSP MO	2.31
HMOI	HOSP MO INTERIM	1.10
ICS	INDIGENOUS CADETSHIP	1.57
N1	NURSE LEVEL 1	7.72
N1R	NURSE 1 RDO	10.40
N2	NURSE 2	5.12
N2R	NURSE 2 RDO	2.91
N3	NURSE 3	12.41
N3R	NURSE 3 RDO	7.76
N4	NURSE 4	7.11
N4R	NURSE 4 RDO	7.01

N5	NURSE 5	9.07
N5R	NURSE 5 RDO	9.18
N6	NURSE 6	12.93
N6R	NURSE 6 RDO	12.96
N7	NURSE 7	16.47
N7R	NURSE 7 RDO	16.41
N8R	NURSE 8 RDO	4.37
P1	PROF 1	1.82
P2	PROF 2	5.25
P3	PROF 3	9.92
PDA	PRIN DENTAL ADV	1.83
PH2	PHYS 2	3.59
PH2R	PHYS 2 - RDO	7.68
PH3	PHYS 3	1.95
PH3R	PHYS 3 - RDO	6.07
PH4	PHYS 4	0.64
PH4R	PHYS 4 - RDO	11.44
PH5	PHYS 5	2.15
PH5R	PHYS 5 - RDO	17.25
PH6R	PHYS 6 - RDO	12.27
PH7	PHYS 7	0.86
PO1	PROF OFFICER 1	0.14
PO2	PROF OFFICER 2	0.63
RDM	REM DENTIST MNGR	5.24
REG	REGISTRAR	1.23
REGI	REGISTRAR INTERIM	2.19
RMA	RURAL MED ADMINSTR	3.64
RMO	RESIDENT MO	0.86
RMP	RURAL MED PRACT	3.26
RSM	REMOTE SRVC MNGR	2.49
SAO1	SNR ADMIN OFF 1	6.22
SAO2	SNR ADMIN OFF 2	8.41
SC	SPEC CLINICIAN	2.09
SCI	SPEC CLINICIAN INTERIM	4.02
SD	SENIOR DENTIST	2.90
SDM	SNR DENT MGR	0.12
SHMO	SNR HOSP MO	6.34
SP1	SNR PROF OFF 1	7.40
SP2	SNR PROF OFF 2	14.29
SPHM	SPEC PUB HLTH MED	9.12
SREG	SEN REGISTRAR	1.35
SRMO	SENIOR RURAL MO	2.74
SRMP	SNR RURAL MP	3.31
SSA	SNR MEDICAL ADMINSTR	1.89
SSC	SEN SPEC CLIN	6.58
SSC1	SEN SPEC CLIN 1	1.09

SSPH	S SP PUB HMED	12.75
T1	TECH 1	4.72
T1D	TECH 1 DENTAL	5.05
T1R	TECH 1 - RDO	3.09
T2	TECH 2	5.31
T2R	TECH 2 - RDO	11.93
T3	TECH 3	8.25
T3R	TECH 3 - RDO	13.96
T4	TECH 4	24.57
T4R	TECH 4 - RDO	20.20
T5	TECH 5	12.54
T6	TECH 6	7.98
THSMO	THS SESSIONAL MO	0.67
TRMP	TRAINEE RURAL MP	0.78
TRMPS	TRAIN RURAL MP ADV SKILLS	2.56

Note: 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 (Head Count).

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

ANSWER:

In the period 1 July 2010 – 31 March 2011, the Department of Health and Department of Children and Families combined, expended \$1 528 222.16

22. In relation to Apprentices and Graduates, in 2010:

(a) How many graduates started with the department?

ANSWER:

- A total of 14 apprentices commenced in 2010.
- One graduate commenced in 2010.

(b) How many have completed the year?

ANSWER:

- 13 apprentices completed in 2010.
- One graduate completed in 2010.

(c) How many have won nominal positions?

ANSWER: Three apprentices.

(d) How many have left the NTG, and what was the length of time each stayed within the NTG before leaving?

ANSWER: 10 apprentices ceased employment with the Northern Territory Government.

23. In relation to Indigenous Employees, in 2010:

(a) How many employees do you have in your department that recognise themselves as Indigenous?

ANSWER: 399

Note: Only staff who have voluntarily self identified themselves as being of Indigenous or Torres Strait Islander decent are able to be reported. EEO information is collected for purposes of statistical reporting. Privacy legislation directs that no individuals are to be identified.

Classification	All	Permanent	Temporary	On HDA
ABORHWORKER 2/3 - 6	85	63	22	10
ADMIN OFF 1 - 7	191	104	87	24
NTPS APPRENTICE	4	-	4	-
EXEC OFF 2C	2	-	2	1
INDIGENOUS CADET. SUP	4	-	4	-
NURSE 1 - 5	26	21	5	4
PROF 1 – 2; PROF OFF 2	11	9	2	1
PHYS 2 – 6 RDO	61	39	22	12
RESIDENT MO	2	-	2	-
SNR ADMIN OFF 1-2	8	7	1	5
TECH 2 – 3 RDO	5	5	-	-
TOTAL	399	248	151	57

(b) What are the levels of their positions held?

ANSWER: Refer Table above.

(c) How many at each level?

ANSWER: Refer Table above.

(d) How many are tenured and at what level?

ANSWER: Refer Table above.

(e) How many are temporary and at what levels?

ANSWER: Refer Table above.

(f) How many are acting up in positions and at what level?

ANSWER: Refer Table above.

(g) How many have completed the year?

ANSWER: In 2010, 107 Indigenous employees commenced with 81 still employed.

(h) How many have left the NTG?

ANSWER: 26 left the Department of Health, however, some may have been employed elsewhere within the NTG.

24. In relation to NTPS staff as of 30 March 2011:

(a) What is the total amount of accrued leave in the department, broken down by level, long service leave and recreation leave?

ANSWER:

Long Service Leave Accrued "Months"	Recreation Leave Accrued "Days"
8,375.22	189,825.66

(b) What is the financial value of that leave?

ANSWER:

Long Service Leave Accrued Entitlement	Recreation Leave Accrued Entitlement
\$51,473,115.43	\$52,705,858.05

(c) What is the highest individual amount of accrued leave at each position level?

ANSWER:

Classification Description	Highest LSL Accrued in Months
ABOR H WORKER	5.82
ADMIN OFFICER	14.33
EXEC OFFICER	6.47
NURSE	11.90
PROF	9.57
PHYS	11.40
TECH	9.00
MED OFF	10.63

Classification Description	Highest Rec Leave Accrued in Days
ABOR H WORKER	83.92
ADMIN OFFICER	212.50
EXEC OFFICER	120.79
NURSE	201.24
PROF	144.96
PHYS	198.89
TECH	184.13
MED OFF	232.55

(d) What is the current total of sick leave entitlement of employees in the department?

ANSWER: 52 049.87 sick leave weeks

(e) How many days sick leave were taken in 2010?

ANSWER: 32 626.22 sick leave days

25. In relation to Contract (ECO1 and above) staff as of 30 March 2011:

(a) What is the total amount of accrued leave in the department, broken down by level, long service leave and recreation leave?

ANSWER:

Long Service Leave Accrued "Months"	Recreation Leave Accrued "Days"
137.65	1,698.28

(b) What is the financial value of that leave?

ANSWER:

Long Service Leave Accrued Entitlement	Recreation Leave Accrued Entitlement

\$2,534,273.94	\$1,511,402.93
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(c) What is the highest individual amount of accrued leave at each employee level?

ANSWER

Classification Description	LSL Highest Individual Amount Accrued (Months)
EO1C	6.47
EO2C	6.47
EO3C	3.55
EO4C	4.00
EO5C	6.30

Classification Description	Rec Leave Highest Individual Amount Accrued (Days)
EO1C	58.62
EO2C	120.79
EO3C	49.41
EO4C	19.14
EO5C	50.45
EO6C	19.50

(d) What is the current total of sick leave entitlement of employees in the department?

ANSWER: 1364.38 sick leave weeks

(e) How many days sick leave were taken in 2010, at each employee level?

ANSWER: Total 172.78 sick leave days

Classification Description	Sick Leave Days Taken
EXECUTIVE OFFICER 1 - CONTRACT	95.84
EXECUTIVE OFFICER 2 - CONTRACT	53.11
EXECUTIVE OFFICER 3 - CONTRACT	3.54
EXECUTIVE OFFICER 4 - CONTRACT	17.77
EXECUTIVE OFFICER 5 - CONTRACT	2.52

26. How many employees have utilised section 52.8 Cash-out of Leave – (Recreation Leave), under the NTPS 2010-2013 Enterprise Agreement?
Break down by level and amount of leave

ANSWER:

Classification	Number of staff	Rec Leave Days
AHW 4 - 6	3	20
ADMIN OFF 1 - 8	37	294
EXEC OFF 1-2 CON	2	23
PROF 2 - 4	5	85
PHYS 2 - 5	26	10
TECH 5 - 6	2	7
TOTAL	75	439

27. How many employees have utilised section 55.3 (b) Long Service Leave cash out of 10 years, under the NTPS 2010-2013 Enterprise Agreement?
Break down by level and amount of leave

ANSWER:

Classification	Number of staff	LSL Days
ADMIN OFF 2 - 6	5	64

28. As at 30 March 2011 has the CEO directed any employee under section 52.7 Excess Leave of the NTPS 2010-2013 Enterprise Agreement to take leave?
Break down by level and the amount of leave taken

ANSWER: No

29. As at 30 March 2011 has the CEO directed any employee under section 55.3 (a) Long Service Leave to take leave?
Break down by level and the amount of leave

ANSWER: No

30. As at 30 March 2011 how many workers are currently on workers compensation? At what level and is there an expected return date?

ANSWER: As at 30 March 2011, a total of 150 staff were on workers compensation. Of these, 114 staff are anticipated to return in accordance with agreed arrangements.

31. From 30 March 2010 – 30 March 2011 how many people received workers compensation in 2010, at what position level and geographic location and how long for each person?

ANSWER: A Total of 242 people received workers compensation.

Time in Days	Location	No. of people
0 - 50	Top End Network	11
	Central Australia Network	3
	Alice Springs Urban	1
51 - 100	Top End Network	31
	Darwin Urban	5
	Central Australia Network	17
	Alice Springs Urban	3
	Alice Springs Remote	1
101 – 200	Top End Network	81
	Darwin Urban	24
	Darwin Remote	7
	Palmerston Urban	2
	Gove Urban	3
	Gove Remote	1
	Central Australia Network	36
	Alice Springs Urban	11
	Alice Springs Remote	5
TOTAL		242

32. From 30 March 2010 – 30 March 2011 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 30 March 2011, a total of 281 staff.

Type	No. of staff
Sick	16
Compensation	7
Long Service Leave	40
Miscellaneous (Paid)	30
Miscellaneous (Unpaid)	188

Note: Miscellaneous leave includes (Maternity, Leave Without Pay, Sick Leave Without Pay, Secondment, Study Leave and extended absences consisting of multiple leave types.

33. 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:

- The Department has 108 staff 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 years and 11 months.

Age groups	No. of staff
0 – 50	21
51 - 60	62
61 - 70	20
71 +	5
TOTAL	108

34. Do they still have NTPS 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: A total of 359 employees receive airfare entitlements.

Classification	Employees eligible for Airfares
AH 2/3 – AH6	6
AO1 – AO7	127
N1 – N7R	128
P2 – P3	22
PH2 – PH6R	39
SAO1 – SAO2	13
T2– T5	17
Other (incl. Hosp MO, Pub Hlth MO, Spec Clin.	7

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

ANSWER: 21

36. From 30 March 2010 – 30 March 2011, 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.

37. Please provide a breakdown per business unit.

ANSWER: A total of \$1,682,430.29 was spent on relocation costs.

38. How much is budgeted for relocation and other appointment and termination expenses in 2010/11.

ANSWER: No specific amount is allocated for relocation costs.

39. How much was spent on travel from March 2010 to March 2011, broken down by intrastate, interstate and international fares, accommodation and other expenses?

ANSWER: A total of \$5,676,783 was spent on staff travel fares; \$1,624,640 on travel allowance; and \$1,519,344 on staff accommodation.

Type of Fares (Air, bus, train)	March 2010 - March 2011
Intra Territory	\$2,122,322
Interstate	\$876,895
International	\$51,793
Int. travel insurance	\$2,462
Air, bus, boat charter	\$2,623,311

Travelling Allowance	As at 31 March 2011
Intra Territory	\$1,393,975
Interstate	\$195,703
International	\$34,962

Accommodation	As at 31 March 2011
Intra Territory	\$1,228,295
Interstate	\$282,339
International	\$8,710

40. How much was spent on vehicles by the Department from March 2010 to March 2011?

ANSWER: \$6,046,384

41. How many vehicles does the Department have responsibility for?

ANSWER: 542 vehicles

42. What is the change, if any, in these vehicle numbers from 2009?

ANSWER: Increase of 62 from 1 July 2009.

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

ANSWER: 87%

44. How many vehicles are home garaged?

ANSWER: 82 vehicles.

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

ANSWER: Employees below the level of Executive Officer 1 or equivalent are not permitted to home-garage a departmental vehicle on a permanent basis, unless it is for on-call purposes or departmental operations require the employee to home-garage a vehicle on a permanent basis.

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

ANSWER: 226

47. 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.

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

ANSWER: 4

49. How many reports resulted in formal disciplinary action?

ANSWER: 1

**50. How many staff are considered 'Essential' in your Agency, for the purposes of an Emergency eg- Cyclone
Break down by level**

ANSWER: Due to the Department of Health's medical and public health role, there are a number of officers who are assigned with responsibility to manage these important roles in an emergency in line with the Department's Cyclone Guidelines, particular staff are also assigned with specific responsibilities at different stages of the response recovery phases. Dependent on the size and nature of an emergency event, additional staff may also be assigned with specific duties to assist the Departmental functional responsibilities.

Marketing:

51. How much was spent by the Department in 2010 on advertising and marketing programs (and up to 1 April 2011).

ANSWER: \$862,063

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

ANSWER:

Campaign	Amount	Notes
2010 Show Circuit	\$21,518.10	Display + Show Circuit
No Smoking/Outdoor Bans/Quit Smoking	\$203,841.00	Print Ads, Radio Ads, TV Ads, Stickers, Signage, Banners
Alcohol and Other Drugs	\$2,411.68	Printed materials, print advertisements
Palliative Care	\$2,240.09	Printed materials
Health Promotion	\$6,231.68	Printed materials, banners, display material
eHealth	\$33,715.00	Printed materials
Health Services	\$9,335.25	Printed materials – journals/magazines
Influenza Awareness	\$2,428.43	TV advertisements
Oral Health Campaign	\$26,540.10	Printed materials only
Palmerston Health Precinct/Urgent	\$13,123.77	Print advertisements,

Care After Hours Service		flyers, signage
Bowel Cancer Prevention	\$1,308.19	Printed materials, merchandise
Trachoma	\$794.18	Printed materials
Going to Hospital/Elective Surgery Waitlist Resources/Kidney Stories	\$17,236.70	DVD, printed materials
Finito Mosquito	\$6,505.27	TV advertisements
Nutrition	\$1,365.96	Printed materials
CanNET	\$595.00	Printed materials
Seniors Card	\$22,436.90	Printed materials
Health Reforms	\$31,176.00	Printed materials, print advertisements
Mental Health	\$5,677.22	Printed materials, print advertisements
Hearing	\$2,575.32	Printed materials, banners
Child and Family Health Services	\$23,861.70	Printed materials, banners, signage, print advertisements
Environmental Health	\$91,579.90	Printed materials, banners, television advertisements
People and Organisational Learning	\$8,520.88	Printed materials
National Critical Care and Trauma Centre	\$100,834.80	Website, printed materials, print advertisements, merchandise
Aged and Disability	\$3,065.29	Printed materials
Sexual Health	\$43,191.37	Printed materials, sponsorship of cinema advertising, print advertisements
Nursing and Midwifery	\$27,225.40	Printed materials
Chronic Disease	\$3,762.88	Printed materials
Remote Health	\$29,957.50	Printed materials, banners
Secure Care	\$1,013.20	Printed materials
Organ Donation/DonateLife	\$16,289.15	Printed materials

Corporate Communications	\$15,440.06	Printed materials, display materials, merchandise
Royal Darwin Hospital	\$45,608.50	Printed materials, display materials, print advertisements, media monitoring, merchandise, banners
Alice Springs Hospital	\$13,330.30	Printed materials, display materials, print advertisements, media monitoring
Gove Hospital	\$4,123.27	Printed materials, display materials, print advertisements, media monitoring
Katherine Hospital	\$4,804.43	Printed materials, display materials, print advertisements, media monitoring
Tennant Creek Hospital	\$2416.59	Printed materials, display materials, print advertisements, media monitoring
Well Women's Cancer Screening	\$15,982.10	Printed materials, radio, merchandise

Insurance:

53. How much was spent on insurance expenses in 2010, further broken down by worker and employee insurances, physical plant and equipment insurances and other insurances?

ANSWER: International travel insurance \$2,462.

54. 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.

55. What provision has been made for disaster or major catastrophe insurance?

ANSWER: The Territory does not purchase reinsurance cover for natural disasters or other insurable risks under the Northern Territory Government self-insurance policy. Instead, the Territory makes provision

in the Budget for disaster related events, complemented by the Natural Disaster Recovery and Relief Arrangements (NDRRA) with the Commonwealth to provide assistance for natural disaster events that are outside of the Territory's control and where commercial insurance is not readily available or affordable.

The Territory is currently reviewing its natural disaster insurance arrangements, following changes to the NDRRA announced by the Commonwealth in March 2011.

Any whole of government insurance policy related questions should be referred to the Northern Territory Treasurer.

Climate Change:

56. How many tonnes of CO2 did the department emit in 2010?

ANSWER:

- In 2009-10, the Department of Health and Families preliminary building energy consumption was 50,568 tonnes of greenhouse gas emissions.
- The Department of Health emitted 2,157.8 tonnes of fleet related CO2 in 12 months to 31 March 2011.

57. What programs and strategies were introduced to reduce CO2 emissions across the department in 2010?

ANSWER: Departmental energy management initiatives are predicted to save 5100 tonnes of CO₂ and \$1.25 million per annum:

- Establish annual agency fleet emission target as part of an NT Fleet target to reduce emissions by 20% over 5 years;
- Introduce minimum greenhouse emission ratings of 5.5 for passenger vehicles and 3.5 for light commercial vehicles;
- Cogeneration at Alice Springs Hospital;
- Replacement of two thirds of RDH's air conditioning chiller capacity with units that will be almost twice as efficient;
- Switching the RDH boilers from diesel to LPG;
- An energy efficient upgrade of 3500 RDH light fittings;
- Energy efficient design for the new Emergency Department at Alice Springs Hospital.

58. Has a target for departmental CO2 emissions been set for the coming financial year.

- **If yes, what % reduction is that from 2010.**
- **If no, why has a target not been set.**

ANSWER:

The Department of Health has been working towards the reduction targets set in the Northern Territory Government Energy Smart Buildings Policy and the Northern Territory Climate Change Policy.

The Energy Smart Building Policy target is a 10% reduction in energy usage per square metre across the Department's building portfolio compared to a 2004-05 baseline and the NT Climate Change Policy sets a target of a third reduction in the energy intensity of government facilities by 2020.

In addition, the Department 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.

Fleet related CO2 emissions interim target for each NT Government agency has been set at 2%.

Utilities:

59. What was the cost of power and water to the department in 2010?

ANSWER:

Power consumption	\$10,737,518
Water consumption	\$687,051

60. What is the projected cost for power and water to the department in 2011?

ANSWER:

Power consumption	\$9,872,000
Water consumption	\$550,000

Public Events:

61. List the public events/conferences/forums that were sponsored by the department from 1 January 2010 to 1 April 2011 and what are projected for 2011/12?

ANSWER:

1 January 2010 – 1 April 2011

2010 Show Circuit
Official Opening of Wadeye Health Centre

First Line and Middle Managers Graduation Ceremony
Awards – 2010 Nursing and Midwifery Excellence
Conference – Chronic Disease Network
Official Opening of the Palmerston GP Super Clinic
2011 NT Falls Prevention
Staff Recognition Awards
Official Launch of the Mobile Dialysis Bus
Official Opening of the Katherine Sobering Up Shelter
Official Launch of the NT Elective Surgery Waitlist Resources

Projected 2011/12

2011 Show Circuit
First Line and Middle Managers Graduation Ceremony
Awards – 2011 Nursing and Midwifery Excellence
2011 Safety and Quality Forum
Dementia and Delirium Forum
Chronic Disease Network Conference

62. What is the level of sponsorship provided in terms of financial support or in kind support?

ANSWER: \$16 498

Advertising:

63. What is the department's budget for advertising for the 10/11 reporting year?

ANSWER: \$499 000

64. How much is year to date expenditure? Please breakdown into newspaper, radio and TV?

ANSWER: \$195 971

Newspaper advertising design (external)	\$19,016
Radio	\$11,581
TV	\$165,374

65. What advertising campaigns have been undertaken or will be undertaken by the department in 2010/11?

ANSWER:

Advertising Campaign
Palmerston Health Precinct/ Urgent Care After Hours Service
Women's Business
Well Women's Cancer Screening
Nobody Smokes Here Anymore – Outdoor Smoking Bans
Wash Your Hands/No Germs on Me
2010 Seniors Month
2010 Nursing and Midwifery Awards
Influenza Awareness campaign
DonateLife
Finito Mosquito

66. In 2010 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:

8 Consultancies were let in 2010 to "local" consultancy firms at a total cost of \$39 046.90.

Project	Company	Amount	Interstate/Local
2010 Show Circuit	Fusion	\$20,180.60	Local
Sexual Health Intensive Training	Sprout	\$832.70	Local

Materials			
Condom Map	Sprout	\$475.20	Local
Fluoride Varnish Training Package	First Class Graphics	\$5,109.50	Local
Early Childhood Booklet	Sprout	\$1,619.20	Local
Nobody Smokes Here Anymore – Outdoor Smoking Bans – January 2011	Simon Says	\$8,754.00	Local
Nobody Smokes Here Anymore – June 2011	Simon Says	\$885.50	Local
GP Super Clinic Maps	Sprout	\$1,190.20	Local