

Queensland Health Contract Advisory Committee

Information sheet

On 22 April 2014 the Minister for Health issued a Ministerial Direction to establish the Queensland Health Contract Advisory Committee (the Committee).

The Committee will play an important role, providing expert advice and recommendations to the Director-General with regard to matters relating to the implementation and strategic review of contracts for senior medical officers (SMOs) and visiting medical officers (VMOs).

The agreed terms of reference for the Committee provide for membership of four senior medical representatives, determined through a nomination and first past the post ballot process, for a term of three years. The senior medical representatives will include one metropolitan senior medical officer, one regional senior medical officer, one rural/remote senior medical officer and one visiting medical officer.

The Committee terms of reference are available at:

<http://www.health.qld.gov.au/employment/conditions/contracts/medical/default.asp>

Nominations are being called for medical officer representatives on the Committee with employee representatives to be elected through a ballot conducted by the Australian Electoral Commission.

Nominations

Nominations are sought from senior medical officers and visiting medical officers for membership of the Committee in the following categories:

- Senior medical officer representative – metropolitan (1)
- Senior medical officer representative – regional (1)
- Senior medical officer representative – rural/remote(1)
- Visiting medical officer representative (1).

Nomination forms are available at:

<http://www.health.qld.gov.au/publications/employment/conditions/nomination-form-QH-CAC.pdf>

Nominations must be received by the Australian Electoral Commission Returning Officer no later than 12 noon on Friday, 29 August 2014.

Eligibility to nominate

Senior medical officers and visiting medical officers are eligible to nominate in only **one** of the following categories if they:

- are an employee of Queensland Health (including a Hospital and Health Service) during the nomination period (locums and independent contractor visiting medical officers are not eligible to vote or nominate)
- are employed on an individual employment contract
- are available to participate in Committee meetings (to be held quarterly) and
- meet the eligibility criteria for the relevant category, as outlined below.

Senior medical officer representative – metropolitan (1)

A senior medical officer, who works for the majority of the time in a metropolitan facility, may nominate to be a representative in the senior medical officer representative – metropolitan category.

Senior medical officer representative – regional (1)

A senior medical officer, who works for the majority of the time in a regional facility, may nominate to be a representative in the senior medical officer representative – regional category.

Senior medical officer representative – rural/remote(1)

A senior medical officer, who works for the majority of the time in a rural or remote facility, may nominate to be a representative in the senior medical officer representative – rural/remote category.

Visiting medical officer representative (1)

A visiting medical officer, who works for the majority of the time as a visiting medical officer, may nominate to be a representative in the visiting medical officer representative category.

“Majority of time” is defined as more than 50 per cent of working time. Any queries in relation to the category for which a medical officer may nominate for should be directed to QHCAC@health.qld.gov.au.

Confirmation of nominations

Nominees (candidates) accepted by the Australian Electoral Commission will be advised by mail.

Representative categories

Metropolitan

Major regional hospitals and facilities

all of Metro South HHS (with the exception of Beaudesert)
all of Metro North HHS (with the exception of Kilcoy)
all of Gold Coast Hospital and Health Service
Children’s Health Queensland
Nambour/Sunshine Coast University Hospital/Noosa
Caloundra Hospital
Ipswich Hospital (including The Park)

Regional

Major regional hospitals and facilities

Toowoomba Hospital
Maryborough Hospital
Hervey Bay Hospital
Bundaberg Hospital
Rockhampton Hospital
Mackay Hospital
Townsville Hospital
Cairns Hospital

Rural and remote

All facilities eligible for the inaccessibility incentive scheme*

Agnes Waters	Collinsville	Kilcoy	Proserpine
Alpha	Cooktown	Kingaroy	Quilpie
Aramac	Cunnamulla	Kowanyama	Ravenshoe
Atherton	Dalby	Laidley	Richmond
Augathella	Dimbulah	Lockhart River	Roma
Aurukun	Dirranbandi	Longreach	Rubyvale
Ayr	Doomadgee	Magnetic Island	Sapphire
Babinda	Dysart	Maleny	Sarina
Balgol	Eidsvold	Mareeba	Springsure
Bamaga	Emerald	Middlemount	St George
Baralaba	Esk	Miles	Stanthorpe
Barcaldine	Gatton	Millmerran	Surat
Beaudesert	Gayndah	Mitchell	Tara
Biggenden	Gin Gin	Monto	Taroom
Biloela	Giru	Moranbah	Texas
Blackall	Gladstone	Mossman	Theodore
Blackwater	Glenden	Mount Garnett	Thursday Island
Boonah	Goondiwindi	Mount Isa	Tieri
Boulia	Gunna (Mornington Island)	Mount Morgan	Torres Strait Islands (other than Thursday Island)
Bowen	Gympie	Moura	Tully
Capella	Herberton	Mundubbera	Wandoan
Cardwell	Hope Vale	Mungindi	Warwick
Charleville	Hughenden	Murgon	Weipa
Charters Towers	Ingham	Nanango	Winton
Cherbourg	Inglewood	Napranum	Wondai
Childers	Injune	Normanton	Woorabinda
Chinchilla	Innisfail	Oakey	Yarrabah
Clermont	Jandowae	Palm Island	Yeppoon
Cloncurry	Julia Creek	Porpuraaw	

* Table 6 of Total remuneration for senior medical officers (Attachment 3 of HED 7/14). This includes rural generalists and MS/MOPPs

Visiting medical officer

A visiting medical officer is a medical officer who has signed a visiting medical officer contract.

Who is eligible to vote?

All senior medical officers and visiting medical officers employed on individual employment contracts at the close of nominations are eligible to vote.

Who can eligible voters vote for?

Eligible voters can vote in only **one** category.

Senior medical officers can vote in the category (i.e. rural and remote, regional or metropolitan) where they work (for Queensland Health) for the majority of the time. Senior medical officers cannot vote for visiting medical officer nominees in the visiting medical officer category.

Visiting medical officers who work for Queensland Health for the majority of the time as visiting medical officers may vote in the visiting medical officer category. Visiting medical officers cannot vote for senior medical officer nominees in any of the three senior medical officer categories.

Any queries in relation to the category in which a medical officer may vote should be directed to QHCAC@health.qld.gov.au.

Ballot

Eligible voters will only be provided with the ballot paper for the category they are eligible to vote in.

Nominees will be listed on the ballot form in alphabetical order.

The successful candidates will be determined in a 'first past the post' process.

Ballots will be mailed to eligible senior medical officers and visiting medical officers from Monday, 8 September 2014. Ballots will be mailed to the postal address used to send payment summaries – it is the responsibility of the senior medical officer/visiting medical officer to ensure this address is correct.

The ballot will close at 10.00 am Friday, 10 October 2014.

Campaigning

Candidates can discuss their candidacy with colleagues provided service delivery and patient care is not compromised.

Following advice of accepted nomination, candidates can provide a brief biography (500 words or less) which will be published on the Queensland Health medical contracts website. The biography content may only contain information about a candidate's work history and experience in representing medical officer issues to management. A candidate should not include statements of a policy, industrial or political nature in the biography.

Election rules

The election rules, established by Queensland Health, are as follows:

- the ballot will be a secret ballot
- one vote per eligible voter
- eligible senior medical officers can nominate and vote in the category where they work (for the majority of the time they work for Queensland Health)
- concurrent employees will be provided a ballot form for the category where they spend most of their time working
- nominations and/or ballots not received by the closing date are invalid
- candidates will be listed on the ballot form in alphabetical order (by surname, then first name)
- nominations and/or ballots which are incomplete or illegible will not be counted
- no challenges will be allowed
- at the candidate's own expense, candidates can scrutinise the ballot count, or nominate a scrutineer, to attend in their place.

Role of the Australian Electoral Commission

The Australian Electoral Commission (AEC) has been engaged to verify nominations and conduct the ballot process. The Returning Officer, Mr Joe Beath is from the AEC and can be contacted by telephone on 3834 3456 or by email joe.beath@aec.gov.au.

Queries

Any queries about the process can be emailed to QHCAC@health.qld.gov.au