

Title: PART-TIME - MEDICAL STAFF	Number: IRM 1.3-2
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1. DIFFERENCE BETWEEN A PART-TIME SENIOR MEDICAL OFFICER AND A VISITING MEDICAL OFFICER

Casual and part-time provisions are included in the *District Health Services – Senior Medical Officers' and Resident Medical Officers' Award – State*.

These casual and part-time arrangements offer an alternative to and are designed to operate in conjunction with the arrangements, which currently apply to Visiting Medical Staff. The Visiting Medical Staff arrangements will be in accordance with the Terms and Conditions of Employment, Queensland Government Visiting Medical Officers 2005 (“**VMO Agreement**”).

2. CONTRACT OF EMPLOYMENT

Part-time medical staff should be clearly advised in writing at the time of engagement as to which provisions apply. Existing employees should continue to be employed under the arrangements, which applied when they were engaged.

No entitlement exists for a part-time employee to become a Visiting Medical Officer (“**VMO**”) upon acquiring and operating a private practice. The arrangements under which the original appointment is made stand as the contract of employment. Any change would be subject to approval by the District Manager and have regard to existing vacancies.

Conversely a VMO who sells the private practice does not automatically become a part-time Senior Medical Officer (“**SMO**”). The conditions as follows will apply.

- (1) The VMO Agreement does not apply to employees who do not incur on-going private practice costs.
- (2) VMOs engaged prior to 27 November 2001 who after the date of operation of the VMO Agreement cease to own and operate a private practice will continue to be entitled to the provisions of the VMO Agreement for the period of their continuing engagement as a VMO in the Queensland Public Health Sector. However, the current loaded rate loading applicable to the employee will be maintained and not increased, as a private practice cost will not be incurred.
- (3) The same arrangements as in (2) above will apply to a limited number of VMOs who Queensland Health have previously accepted do not own or operate a private practice.
- (4) VMOs engaged after 27 November 2001 who subsequently cease to

own and operate a private practice shall transfer to part-time SMOs under the *District Health Services – Senior Medical Officers’ and Resident Medical Officers’ Award – State* following a three (3) month transition period.

3. TERMS AND CONDITIONS

VMOs are covered by special terms and conditions, which are contained in the VMO Agreement.

Part-time SMOs are covered by the *District Health Services – Senior Medical Officers’ and Resident Medical Officers’ Award - State*. All the provisions of the award apply on a pro rata basis.

Additionally part-time SMOs are entitled to pro rata professional development leave in accordance with the ‘*MEDICAL OFFICERS’ (QUEENSLAND HEALTH) CERTIFIED AGREEMENT (NO. 1) 2005*’ including Professional Development Assistance (PDA). The arrangements apply as follows.

3.1 Professional Development Leave

- 3.6 weeks per year paid on a pro rata basis according to the number of hours worked per week, to a maximum of 10 years.

3.2 Professional Development Allowance

- \$20,000 p.a., paid as a fortnightly allowance, on a pro rata basis according to the number of hours worked per week.

4. ENGAGEMENT

The engagement of both VMOs and part-time Senior Medical Officers is on an *hourly basis*.

VMOs can not work more than nine (9) ordinary hours in any one day or more than 32 hours per week provided that with mutual agreement, the total sessional attendances scheduled for an employee may be averaged so as not to exceed 64 hours in any one fortnight.

Part-time SMOs can work any number of hours each week provided the engagement is always less than a full time employee.

5. PAYMENT - PART-TIME SENIOR MEDICAL OFFICER

Where a part-time SMO is engaged to provide clinical services during ordinary hours for a full day, the payment for such ordinary hours should not exceed 10 hours per day Monday to Friday or 12 hours on weekends or public holidays.

Clinical requirements would normally suggest that daily engagements of part-time SMOs would be either half-day (4 hours) or full day engagements.

However, this may not be practical in all cases. Care should be taken to not

discriminate against part-timers with respect to daily hours worked specifically with regard to family responsibilities.

Examples of part-time SMO engagements:

- Engaged for 4 hours (ordinary) = 4 x hourly rate.
- Engaged for 7 hours (ordinary) = 7 x hourly rate.
- Engaged for more than 10 hours (ordinary) on any one day or more than 12 hours (ordinary) on weekends or public holidays = Ordinary hours x hourly rate plus the relevant overtime provision for hours in excess of 10 ordinary hours (or 12 ordinary hours - weekends or public holidays)

5.1 Increments – Part-Time Senior Medical Officers

Part-time Specialist SMOs increment on an annual basis and not after completing, the equivalent of 12 months full time service. This is because commencement rates are based on eligibility for specialist registration and not previous service/experience.

Part-time Medical Officers/General Practitioners ("**SMOs**") are eligible for an increment only after they have been on a particular salary for a period of 5 years.