

ANMF (VIC BRANCH)

Newsflash

Special newsflash for public sector nurses and midwives



30 May 2022

Worked it? Claim it! – Change of roster allowance

With the immense pressure in our public health services at the moment, many members are reporting missing meal breaks, working unpaid overtime, and having their rosters change at short notice.

Under the previous Victorian public sector nurses and midwives EBA, there was no obligation on the employer to post a roster that reflected their actual rostering intentions. It could also be changed provided 7 days' notice was given, and if less than 7 days was given, it could still change but you were entitled to a "change of roster" allowance.

Under the 2020-24 Victorian public sector nurses and midwives EBA this 7-day period has been extended to 14 days.

If your roster changes with less than 14 days' notice you are now entitled to the "change of roster" allowance, and the change of roster allowance for changes with only 7 or less days' notice has been doubled.

Note this does not apply where you volunteered in advance to work that extra shift on a supplementary roster – see clause 46.2 of the EBA (anmfvic.asn.au/2020EBA) - nor if it arises from a voluntary swapping of shifts between colleagues. Picking up an extra after being bombarded with unwelcome text messages is not a supplementary roster.

Write to your manager and payroll office

If your roster changes with less than 14 days' notice and you have not been paid the change of roster allowance, make sure you raise this matter with your manager and payroll in writing, so you have a record.

Authorised by Lisa Fitzpatrick ANMF (Vic Branch) Secretary

The following is an example of your first email re non-payment change of roster allowance

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To: "immediate manager" "Payroll"

cc: records@anmfvic.asn.au

Re: Underpayment of wages

I write to formally request that I receive payment of the Change of Roster Allowance I believe I am entitled to.

In pay period ending xx/xx I <<picked up additional shifts>> and/or <<my roster changed without 14 days' notice>> on the following occasions:

<<insert shift dates>>

I request that this underpayment be rectified in my next pay. I am happy to meet at a mutually acceptable time, accompanied by the ANMF Organiser, should you require this.

<<Name>>, <<employee number>>

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If you don't receive a positive response – or indeed any response – please send a second email for example as follows:

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To: "HR manager" "Payroll Manager"

cc: records@anmfvic.asn.au

Re: Underpayment of wages

I write further to my email of xx date to formally escalate my request that I receive an offline payment to rectify an underpayment I am owed.

I requested that this underpayment be rectified within 7 days. I am happy to meet at a mutually acceptable time, accompanied by the ANMF Organiser, should you require this.

<<Name>>, <<employee number>>

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If you don't receive a positive response – or indeed any response to your second email, please notify ANMF via anmfvic.asn.au/memberassistance (scroll down for button to login)

What is the change of roster allowance?

Change of Roster without 14 days' notice - \$33.10 per occasion

Change of Roster without 7 days' notice - \$66.20 per occasion

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