

What are RDOs?

Rostered Days Off (RDOs) are days in the roster period that an employee doesn't have to work.

- RDOs do not always fall at the end of a 10-day period, sometimes they are at the beginning or mid-week.
- RDOs can impact access to training opportunities and continuity of care.

Do all PGY1 House Officers start by working 10:4 Rosters for the first 6 months?

- All House Officers start working with a 10:4 roster, regardless of union membership.
- Meaning that you may be rostered up to 10 days on, 4 days off in the roster.

This time represents a period of your career where you will gain significant efficiency and adjust from medical school life to being a working doctor.

What do I get paid if I work a 12:2 Roster?

Working a 12:2 roster means most RMOs receive a higher pay category.

Your Run Description should outline what your expected hours worked will be, as well as what salary you can expect as a STONZ member.

What does 10:4 and 12:2 Rostering mean?

These represent the maximum ratio of a fortnightly pattern in terms of days worked and days off. STONZ allows for 12:2 patterns, in some circumstances.

- 12:2 rosters must be worked within the days/hour's limits.
- Where 7 consecutive nights are rostered, these must include a significant amount of sleep on shift and adhere to the hour limits.
- 12:2 and 7-night rosters are not suitable for all specialties and services.
- There are clear limits set around the number of weekends you can be rostered. You are not rostered to back-to-back 12-day stretches!

STONZ believes this enables RMOs and the departments to develop a best-fit roster designed to meet the RMO and service needs rather than defaulting to the maximum.

Rules for House Officers having to work 12:2 as a STONZ member.

When working a 12:2 roster, House Officers are typically not entitled to have RDOs. However, some hospitals offer alternative options to STONZ members who would like to observe RDOs such as:

- Recalculating your salary individually so you can observe them.
- Balloting all STONZ members on a run and seeing what the overall preference is and then rostering for the majority e.g., everyone observes the RDOs, or everyone works 12 days.
- Offering Annual Leave to observe the RDOs or scheduling Annual Leave during/after busy times in the roster.

If you want to know the options at your hospital, please discuss with your RMO Unit prior to starting. Noting, in the Auckland Region, they do not allow STONZ members to observe RDOs outside the first 2 quarters at all.

Roster writing Where the publication of rosters is undertaken by a registrar, the employer will provide sufficient time during working hours for those duties to be undertaken. If sufficient time cannot be given, then you should be compensated (clause 4.7).

Rostering Considerations

STONZ supports the flexibility for services to roster 12:2 where appropriate as we believe that rostered weekdays off following weekend work can lead to:

- **Additional handovers:** Increasingly complex and frequent handovers can put patients at risk.
- **Dilution of training:** Has a detrimental effect on the quality of training. More time away from your team means more time away from work

and therefore less access to training opportunities.

- **Deterioration of the team structure:** Depending on where RDOs are placed in a roster, they can weaken the team structure and team dynamics which is a cornerstone of the medical and surgical workforce.

STONZ believes the benefits of working 12:2 include:

- Minimises patient handovers.
- Weekday training opportunities are maintained.

Beneficial in a competitive selection or constrained training environment.

- 12:2 rostering reduces the hospital's reliance on relief RMOs. Relief roles are dissatisfying for RMOs, do not usually contribute to training and add time to how long you have to be an RMO before progressing to SMO.

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What is a Run Description?

A Run Description is like a 'job description' and there should be one available for every 'Run' you are allocated to.

The Run Description should outline your roster pattern, what you will be paid, hours of work including the average number of weekends, long days and nights that you can be expected to work during that Run. It should also outline if there are any On Call commitments required.

Penalty Payments

Yes, where limits on hours are not compliant or rosters are not published on time, penalty payments will apply in some cases (Clause 17.1.3 & 4).

What are un-rostered hours?

Un-rostered hours are to account for the times when you come in early or finish after your rostered shift hours.

- They could also be due to a clinic running over, finishing up admin, or ward jobs.
- Unrostered hours should be outlined in your run description. Typically, summarised into one figure that captures all hours outside of those that are rostered.
- The un-rostered hours are worked out via run reviews.

It is important to note that whilst they may be "un-rostered" hours they are still required to be included in the calculation of your salary category. You may find that you are consistently starting early or late to finish, such as for early or late ward rounds. If you ever think the working hour expectations are unsafe or your pay category is not reflective of the hours you work, then a run review should be undertaken.

How many weekends in a row can be worked?

For non-shift rosters 2 weekends in a row can be worked no more than once in every 5 or 6 weekends (where a 1:2 limit applies) or 6 or 7 weekends (where a 1:3 limit applies).

There is an aspiration to ensure every roster reaches a minimum 1:3 weekend frequency. Limits to the number of hours worked as per clause 17 still apply.

Can I be asked to work split shifts as part of my roster?

No, you cannot be rostered to split shifts.

- The ordinary hours of work are between 7am to 5.30pm and not more than 8 hours per day, Monday to Friday (excluding unrostered hours).
- Each daily duty shall be continuous except for meal periods and rest breaks.

Daily On-Duty Hours Limits (Services other than EDs and ICUs)

- A period on duty shall not exceed 16 consecutive hours.
- RMOs shall not be rostered on duty for more than 2 long days in 7. A 'long day' shall be a duty where more than 10 hours are worked.

Note: where it is agreed as part of the run description, a greater number of long days may be rostered in any 7-day period, providing that these additional days are each no longer than 12 hours and that all other limitations on daily and weekly hours are adhered to.

Research shows that fatigue is correlated with long working hours (the length of hours worked in a day, rather than the consecutive number of days). Both unions have identical upper hour limits; 16 hours per shift, 72 hours in a week and 140 hours in a fortnight. **In 2020, to help reduce fatigue, STONZ was the first union to negotiate a reduction in the fortnightly limits for the first time in 10+ years from 144 to 140 hours.**

How many sleep days are provided for nights?

- For non-shift rosters following: 3 nights or less = 2 sleep days.
- For non-shift rosters following: 4 or more nights = 3 sleep days.
- For shift rosters (includes ED / ICU rosters) after working a period of consecutive night shifts, a sleep day (balance of the day upon which they ceased the last night duty) plus 2 further days off (2 to 4 nights = 3 sleeps).
- For shift rosters (includes ED / ICU rosters) following 1 night shift, the collective agreement does not clearly specify the number of sleep days. At a minimum this would be the balance of the day upon which the night duty ceased (1 night = 1 sleep).

How many consecutive days/nights can be worked?

- No RMO shall be rostered to more than 4 consecutive night shifts where the RMO is expected to be awake and working the night as if it was daytime.
- There are a small number of Rosters that include up to 7 nights. However, this is only where the service can provide regular opportunities for rest, meet strict criteria and must be by agreement with the RMOs (non-shift rosters only).
- For shift rosters (including ED / ICU rosters), no RMO shall be rostered to more than 4 consecutive night shifts.
- Where 12-hour nights are rostered, no more than 4 consecutive nights can be worked by an RMO.
- No RMO can be rostered on call or duty for more than 12 days in a row without a rostered break of 48 hours.

Roster notice requirements

The notice requirement for the publication of rosters is:

- A minimum of 28 days' notice.
- If 28 days notice not provided then a payment of \$75 per day late should be made to all RMOs on the roster'
- Relievers should receive 14 days' notice.
- Where Relievers are working weekends, the notice period for publication of rosters will be 28 days.
- The notice period for Short Notice Relievers (SNR) is 14 days.

'Penalty payment does not apply to relief or were roster is managed by an RMO.