

# Staff Interchange

## Human Resources Policy

Effective Date: July 2008

### 1 PURPOSE

The Staff Interchange policy is to:

- provide an opportunity for the development of Queensland Health employees; and/or
- facilitate the temporary provision of Queensland Health expertise to other organisations when doing so is in the public interest.

### 2 APPLICATION

This policy applies to all Queensland Health employees.

### 3 GUIDELINES

Guidelines may be developed to facilitate implementation of this policy. The guidelines must be consistent with this policy.

### 4 DELEGATION

The “delegate” is as listed in the Queensland Health Human Resource Delegations Manual as amended from time to time.

### 5 REFERENCES

- *Public Service Act 2008*
- *Health Services Act 1991*
- OPSC Directive 18/97 – Performance Management

### 6 SUPERSEDES

- IRM 1.7-2 Work Performance and Interchange Arrangements

### 7 POLICY

#### 7.1 Eligible Organisations for Staff Interchange

The Director General and/or delegate may approve staff interchanges between Queensland Health and another department or a public entity of another government jurisdiction.

#### 7.2 Interchange Agreement

An interchange agreement must be entered into between Queensland Health and the other organisation. The interchange agreements will outline the arrangements

applying to the staff interchange and ensure the continuity of indemnity and entitlements for the Queensland Health employee on interchange.

## 8 DEFINITIONS

<b>Public entity of another jurisdiction</b>	<p>Includes:</p> <ul style="list-style-type: none"> <li>a) a department of government, or part of a department of government, of the Commonwealth or other State;</li> <li>b) an entity, or part of an entity, corresponding to a public service office;</li> <li>c) an agency, authority, commission, corporation, instrumentality, office, or other entity, established under a law of the jurisdiction or under an authorisation of the Commonwealth or other State for its public or other purposes;</li> <li>d) a part of an entity mentioned in paragraph (c).</li> </ul>
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## 9 HISTORY

<b>July 2008</b>	Amended to reflect <i>Public Service Act 2008</i> .
<b>May 2008</b>	Developed as a result of the HR Policy Framework consolidation project.

***PROVISIONS AFFECTING EMPLOYEES OF HEALTH SERVICE  
DISTRICTS***

*In accordance with Section 28 (2) of the Health Services Act 1991, I, John Glover Youngman, Acting Director-General and Chief Executive, Department of Health, hereby determine that the following provision affecting Health Service Employees applies until further notice.*

**Work performance and interchange arrangements**

- (1) The purpose of this section is to enable work performance and interchange arrangements to be made by chief executives.
- (2) The chief executive of a department may enter into, and give effect to, a work performance or interchange arrangement with the chief executive of another department or the appropriate authority of another entity.
- (3) A work performance or interchange arrangement may make provision for all matters necessary or convenient to be provided under the arrangement.
- (4) A work performance arrangement may, for example, provide—
  - (a) for the appointment of, and holding by, a health service employee or another person to any office for the arrangement; and
  - (b) for the authorising of a health service employee or another person to exercise any powers for the arrangement; and
  - (c) whether payment is to be made for work done under the arrangement and, if so, what payment is to be made and who is to make the payment.

(5) In this section—

**“another jurisdiction”** means the Commonwealth or another State.

**“entity”** includes—

- (a) a government entity;
- (b) a public entity of another jurisdiction; and
- (c) a religious or charitable (not for profit) organisation.

**“interchange arrangement”** means an arrangement under which—

- (a) a health service employee of a department performs duties in another entity; or
- (b) an employee of an entity performs duties in a department.

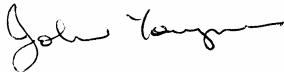
**“public entity”**, of another jurisdiction, includes—

- (a) a department of government, or part of a department of government, of the other jurisdiction; and
- (b) an entity, or part of an entity, corresponding to a public service office; and

- (c) an agency, authority, commission, corporation, instrumentality, office, or other entity, established under a law of the jurisdiction or under an authorisation of the jurisdiction for a public or other purpose of the jurisdiction; and
- (d) a part of an entity mentioned in paragraph (c).

**“work performance arrangement”** means an arrangement under which—

- (a) a health service employee of a department performs work for another entity; or
- (b) an employee of another entity performs work for a department.



(Dr) J G Youngman  
**Acting Director-General**  
**Queensland Health**

25 June 2002