

Employment Conditions for Mental Health Review Tribunal Staff

Human Resources Policy

Effective Date: July 2008

1. PURPOSE

To identify the Queensland Health Human Resources (HR) policies including policies in the Integrated (HR-IR) Resource Manual (IRM) that apply to staff of the Mental Health Review Tribunal.

2. APPLICATION

This policy applies to all staff of the Mental Health Review Tribunal.

This policy does not cover Tribunal members, as they are statutory appointments to the Tribunal and not public sector 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 Instrument of Delegation approved by the President of the Mental Health Review Tribunal dated 2 February 2005 and as amended from time to time.

5. REFERENCES

- *Mental Health Act 2000*
- *Public Service Act 2008*
- Administrative Arrangements Agreement: Queensland Health and the Mental Health Review Tribunal (30 June 2007- 30 June 2009)

6. SUPERSEDES

- IRM 2.5-27 Administrative Arrangements Between Queensland Health Corporate Office and the Mental Health Review Tribunal

7. POLICY

Staff of the Mental Health Review Tribunal are public service employees engaged under the *Public Service Act 2008*. They are subject to the same terms of employment that apply to Queensland Health public service employees.

Under the Administrative Arrangements Agreement between the Mental Health Review Tribunal and Queensland Health, HR policies including policies in the Integrated (HR/IR) Resource Manual (IRM) that cover corporate office public service employees also cover Tribunal staff except for:

- Workplace Health and Safety
- Code of Conduct
- Anti-Discrimination and
- Grievance Management.

The Mental Health Review Tribunal has established and is responsible for local policies and procedures in relation to the above matters.

The Administrative Arrangements Agreement also identifies the services provided by Queensland Health Shared Service Partner to the Tribunal. Please note that some services, such as advertising and recruitment are to be managed by the Tribunal.

8. APPLYING THE POLICY

Tribunal staff and their managers are to comply with relevant HR policies including policies contained in the Queensland Health Integrated (HR/IR) Resource Manual.

Tribunal staff and their managers may access the HR policies and IRMs and related HR forms via an electronic link from the Tribunal internal web site or go to the Queensland Health Human Resources Branch home page on QHEPS.

9. HISTORY

July 2008	Amended to reflect <i>Public Service Act 2008</i>
May 2008	Policy reformatted into the HR Policy template.
November 2007	This was developed as a result of the HR Policy Framework consolidation project and to reflect the requirements of the Administrative Arrangements Agreement dated September 2007.