**Paid meal breaks for switch attendants who are continuous shift workers or sole operators**

**Policy number:** C34 (QH-POL-186)

**Publication date:** April 2014

**Purpose:** To outline the paid meal break for switch attendants.

**Application:** This policy applies to switch attendants who are continuous shift workers or sole operators working for:
- the Department of Health
- non-prescribed Hospital and Health Services
- prescribed Hospital and Health Services.

**Delegation:** The ‘delegate’ is as listed in the Department of Health Human Resource (HR) Delegations Manual and the Hospital and Health Services Human Resource (HR) Delegations Manual – HRM Functions of the Director-General, as amended from time to time.

**Legislative or other authority:**
- Queensland Public Health Sector Certified Agreement (No. 8) 2011 (EB8)

**Policy subject:**

1. **Policy statement**

2. **History**
1 Policy statement

Negotiations occurred between Queensland Health and the Australian Services Union (ASU) which provided for meal breaks for switch attendants.

Effective from 21 June 2001, the following arrangements apply:

- When operationally possible, switch attendants who are continuous shift workers are to be provided with a paid meal break away from their workstation. Accordingly, when possible, health services are required to put relief arrangements into place to allow this to occur.

- When the provision of relief is impossible, switch attendants who are continuous shift workers are to be provided with a paid ‘crib’ break at overtime rates i.e. 30 minutes additional pay.

The following arrangements apply to non-continuous shift work switch attendants who are sole operators, effective from 1 June 2002:

- When operationally possible non-continuous shift work switch attendants who are sole operators are to have an unpaid meal break away from their workstation. Accordingly, when possible, health services are required to put relief arrangements in place to allow this to occur.

- When the provision of relief is impossible, non-continuous shift work switch attendants who are sole operators are to be paid overtime when the meal break is unable to be rescheduled within the span of hours. Payment would be at the appropriate overtime rate.

History:

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<tr>
<td>April 2014</td>
<td>Policy reviewed as part of the Queensland Ambulance Service (QAS) HR Policy Integration project.</td>
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<tr>
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<td>Policy not applicable to QAS employees.</td>
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<tr>
<td>October 2013</td>
<td>Policy formatted as part of the HR Policy Simplification project.</td>
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<tr>
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<td>Policy amended to update references and naming conventions.</td>
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<tr>
<td>June 2009</td>
<td>Protected IRM 2.7-35 reformatted as part of the HR policy consolidation project in accordance with EB7.</td>
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<tr>
<td>September 2002</td>
<td>IRM 2.7-35 Paid Meal Break for Switch Attendants who are Continuous Shift Workers or Sole Operators (clause 14 of the Queensland Public Health Sector Certified Agreement (No. 4) 2000).</td>
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