1 PURPOSE

To outline the paid meal break for switch attendants.

2 APPLICATION

This policy applies to switch attendants who are continuous shift workers or sole operators.

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

- Queensland Public Health Sector Certified Agreement (No.7) 2008 (EB7)

6 SUPERSEDES

- IRM 2.7-35 Paid Meal Break for Switch Attendants who are Continuous Shift Workers or Sole Operators

7 POLICY

Negotiations have 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 service districts 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 service districts 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.

9 HISTORY

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
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<tbody>
<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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