

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

Policy Number: C34 (QH-POL-186)

Publication date: June 2022

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

Application: This policy applies to switch attendants working for Queensland Health who are continuous shift workers or sole operators.

This policy does not apply to employees of Queensland Ambulance Service. Instead, Queensland Ambulance Service employees are to refer to their local policy/procedure

Delegation: The 'delegate' is as listed in the relevant Department of Health Human Resource (HR) Delegations Manual, or Hospital and Health Services Human Resource (HR) Delegations Manual, as amended from time to time.

Legislative or other authority:

- Queensland Public Health Sector Certified Agreement (No.10) 2019 (EB10)

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1 Policy

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

1.1 Continuous shift workers

Effective from 21 June 2001, the following arrangements apply to switch attendants:

- When operationally possible, switch attendants who are continuous shift workers are to be provided with a paid meal break away from their workstation. Accordingly, wherever operationally possible, Hospital and Health Services (HHSs) 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.

1.2 Non-continuous shift workers

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, HHSs 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:

June 2022	<ul style="list-style-type: none"> • Policy: <ul style="list-style-type: none"> – formatted as part of the HR Policy review – amended to update references and naming conventions.
June 2020	<ul style="list-style-type: none"> • Policy: <ul style="list-style-type: none"> – formatted as part of the HR Policy review – amended to update references and naming conventions – application amended as a result of changes to the Hospital and Health Boards (Changes to Prescribed Services) Amendment Regulation 2019.
September 2015	<ul style="list-style-type: none"> • June 2009 version of policy re-enlivened as a result of the restoration of conditions under the <i>Industrial Relation Act 1999</i> effective 11 June 2015.
April 2014	<ul style="list-style-type: none"> • Policy reviewed as part of the Queensland Ambulance Service (QAS) HR Policy Integration project. • Policy not applicable to QAS employees.
October 2013	<ul style="list-style-type: none"> • Policy formatted as part of the HR Policy Simplification project. • Policy amended to update references and naming conventions.
June 2009	<ul style="list-style-type: none"> • Protected IRM 2.7-35 reformatted as part of the HR policy consolidation project in accordance with EB7.
September 2002	<ul style="list-style-type: none"> • 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).