

Important Information for NSW Health Staff

Uniform Update for NSW Health Staff

WHY ARE WE GETTING A NEW STATE-WIDE UNIFORM?

The new state-wide uniform will provide NSW Health employees with a practical and functional uniform in a variety of shapes, sizes and styles.

Work streams will be identifiable by colour to help make staff in our hospitals easily identifiable for patients. These colours will be consistent across the State, ensuring patients can quickly identify staff no matter which hospital they are admitted to.

State-wide uniforms will feature NSW Health branding and allow employees to easily transfer between Local Health Districts (LHDs), eliminating the need to purchase new uniforms.

NEW UNIFORM BENEFITS

- State-wide uniform with different coloured work streams to assist patients (no locally branded uniforms)
- Online order system with accurate 'self measure' sizing model
- Scrub styles available for Medical, Nursing, Allied and Oral Health
- State-wide garment allocation model
- Larger variety of upper and lower garments
- In-built functional compartments

WHY DO WE HAVE TO ORDER STATE-WIDE UNIFORMS ONLINE?

An online system will provide NSW Health staff and management with real time information relating to spend patterns, popular and slow moving items, and eliminate the current labour intensive back end reconciliation processes.

WHAT WILL THE NEW ONLINE ORDER SYSTEM LOOK LIKE?

The new online system is easy to navigate and operates like a shopping cart style system. Employees will create, maintain and update their own personal profile information and be provided with their own personalised wardrobe.

Personal profiles are mandatory and allow staff to carefully select garments using their individual measurements. The comfort and fit of your uniform will depend on the following seven (7) measurements which you will enter and maintain in your profile:

1. Neck
2. Chest
3. Waist
4. Hips
5. Sleeve Length
6. Outseam
7. Height

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A simple, easy to use guide will be available to assist employees with obtaining these measurements.

HOW WILL THE ONLINE ORDER SYSTEM WORK?

Employees will be responsible for ordering their own uniforms during the allocated order timeframe. New starters and 'fair wear and tear' orders can be made at any time after the initial rollout. All 'fair wear and tear' items will need to be authorised online by an employee's direct Line or Cost Centre Manager.

Employees will be able to self-purchase over and above their allocation at any time and pay via a secure credit card payment option.

Employees that alter their employment (i.e. from casual to full time) will be able to order the additional items they require.

WHO WILL GET A NEW STATE-WIDE UNIFORM?

All NSW Health employees currently paid a uniform allowance or receiving an allocation of garments through their LHD will receive an allocation from the new range.

WHO WILL TRANSITION TO THE STATE-WIDE UNIFORM FIRST?

Western NSW and South Eastern Sydney LHDs will commence ordering their state-wide uniforms from November/December 2012. Uniforms will be dispatched in February 2013 (following the Christmas and New Year holiday period). Ordering and delivery of uniforms for remaining LHDs and Health Agencies will be staggered between February and June 2013 (see following):

LHD	Order Date	Delivery Date
South Eastern Sydney Western NSW	Nov/Dec 2012	Feb 2013
Nepean Blue Mountains Sydney South Western Sydney Western Sydney Sydney Children's Hospitals Network (SCN)	Feb 2013	March/April 2013
Murrumbidgee Southern NSW Illawarra Shoalhaven Northern Sydney Health Support Services	March 2013	April/May 2013
Central Coast Northern NSW Mid North Coast Far West Justice Health Hunter New England *	April/May 2013	May/June 2013
<i>*HNE delivery will be approximately Nov 2013</i>		

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HOW CAN I CONTRIBUTE OR GET MORE INFORMATION?

A working party comprising majority LHD representation has been established and through fortnightly meetings is actively involved in the quality and design of new garment styles and the functionality of the new online order system. Please contact your local representative for more information:

LHD	Representative	Contact Details
Far West	Peter Mc Donald Distribution Supervisor	PMcDonald@gwahs.health.nsw.gov.au
Western NSW	Linda Malone A/Manager Nursing Workforce	Linda.Malone@gwahs.health.nsw.gov.au
Hunter New England	Paul McCormack Manager Audit Services	Paul.McCormack@hne.health.nsw.gov.au
Mid North Coast	Debbie Schwebel Nurse Manager Policy & Evidence Based Practice	Debbie.Schwebel@ncahs.health.nsw.gov.au
Central Coast	Ian Arnold Workforce Relations Manager	IArnold@nscchahs.health.nsw.gov.au
Northern Sydney	Anthony Dombkins Area Director of Nursing and Midwifery	ADombkins@nscchahs.health.nsw.gov.au
Murrumbidgee	Michael Bailey Manager Clinical Products & Corporate Support	Michael.Bailey@gsahs.health.nsw.gov.au
Sydney	Paul Bennett Nurse Manager, Workforce and Innovation	Paul.Bennett@sswahs.nsw.gov.au
South Eastern Sydney	Christine Day Nurse Manager, Workforce Planning	Christine.Day@sesiahs.health.nsw.gov.au
Western Sydney	Milly Sidhu Nurse Manager	Milly.Sidhu@sswahs.nsw.gov.au
Nepean Blue Mountains	Belinda Fowler Allied Health Workforce Coordinator	Belinda.fowler@swahs.health.nsw.gov.au
South Western Sydney	Kung Lim Director of Nursing & Midwifery	Kung.Lim@sswahs.nsw.gov.au
Children's Hospitals Network	Paul Crowe Nurse Manager, Informatics & Projects	Paul.crowe@health.nsw.gov.au
Justice Health	Paul Grimmond A/Exec Director of Clinical & Nursing Services	Paul.Grimmond@justicehealth.nsw.gov.au
Illawarra Shoalhaven	Caroline Vaughan-Reid Manager Corporate	Caroline.VaughanReid@sesiahs.health.nsw.gov.au

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NEW ALLOCATION MODEL

A garment allocation model has been developed and will replace the existing uniform allowance paid to employees. Once employees receive their new allocation of state-wide uniforms, their existing uniform allowance will no longer be paid.

Garment allocation is based on an employee's employment status (i.e. full time = full garment allocation).

Each year employees will be able to order renewal items (if required). Once these limits are exhausted, any 'fair wear and tear' orders will need to be authorised online by the employee's manager.

Corporate and All Other	New Starter / Initial Set Up Kit		
	Upper	Lower	Outerwear
Full time	5	3	1
0.8	4	2	1
0.7	4	2	1
0.6	3	2	1
0.5	3	2	1
0.4	2	2	1
0.3	2	2	1
0.2	2	2	1
Casuals	2	2	1
Shoes (trades only)	1 pair only		
Nursing and Midwifery (only)			
Full time	5	3	1
0.8	4	2	1
0.7	4	2	1
0.6	3	2	1
0.5	3	2	1
0.4	2	2	1
0.3	2	2	1
0.2	2	2	1
Casuals	2	2	1
Renewal Limits (12 months after initial set up kits are supplied)			
Full time	5	3	1
0.8	4	2	1
0.7	4	2	1
0.6	3	2	1
0.5	3	2	1
0.4	2	2	1
0.3	2	2	1
0.2	2	2	1
Casuals	2	2	1
Shoes (trades only)	1 pair only		

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CURRENT SUPPLY INFORMATION

For now, Bisley will continue to supply the NSW Health workforce with uniforms and has sufficient stock to meet current uniform needs. If and when stock is unavailable Bisley will offer an alternate item. Staff should continue to follow existing uniform ordering processes until the new uniform becomes available.

For information regarding sale items and stock availability please contact Bisley Corporate Customer Service on 1300 656 440 or click on the below link to access NSW Health uniform order forms:

http://intranet.hss.health.nsw.gov.au/hss_uniforms



30% off
selected
items in July

TRANSITIONAL ARRANGEMENTS

There will be a transitional period as we move from the current uniform to the new uniform. This period will commence in October 2012 to approximately May 2013.

Further communications will be issued to staff in the coming month around the interim order process.

FURTHER INFORMATION

Regular communication bulletins will be issued so ensure you check your noticeboards, local intranet and the Health Support Services (HSS) intranet site for updates.

To provide comments and feedback on the introduction of the new state-wide uniform, you can also contact us via the following email address and intranet link:

Email: uniforminformation@hss.health.nsw.gov.au

Intranet: http://intranet.hss.health.nsw.gov.au/hss_uniforms