

## Clause 15

### 15.0 Additional Duties

- 15.1 Where an RMO is required to work additional duties to cover absences from the roster in excess of the levels provided in the run description as required by Clause 14.0, or for other purposes the following provisions shall apply:
- 15.2 An RMO working additional duties shall be remunerated for such duty at a rate no less than that stipulated for each grade as below, and the hour of the day concerned.

Grade	Additional Duty Hourly Rate	
	0800 - 2200	2200- 0800
House Officer	60	90
Senior House Officer	75	115
Registrar	85	130
Senior Registrar	120	180

- 15.3 For the purpose of the additional duty rates stated, Senior Registrars are those Registrars in an advanced training programme who have passed their Part I exam or equivalent, and who are on Step 4 or higher on the Registrar scale. The entitlement to the Senior Registrar rate shall remain where a permanently employed qualifying RMO undertakes occasional duties as a directly-engaged casual employee of another District.
- 15.4 Duties paid in terms of this clause shall not be counted in the calculation of average hours worked when calculating the salary category of that run.
- 15.5 Additional duties are voluntary and paid in addition to normal salary.

## Overview – Application

Additional duties are voluntary and are where an RMO is required to work additional duties to cover absences from the roster in excess of the levels provided in the run description.

Additional duty rates differ dependent on the RMO’s grade, the hours the additional duty is worked and are paid in addition to normal salary. Duties paid in terms of this clause shall not be counted in the calculation of average hours worked when calculating the salary category.

### Additional Payment for Working on a Public Holiday

An RMO who is required to work on a public holiday as part of the normal roster will be paid at T1/2 and relevant daily pay for the hours worked. The calculation of T1/2 and relevant daily pay is set out at clause 23.3 (see FAQ # 7 under Clause 23 in the National Manual).

An RMO who undertakes an additional duty on a public holiday will be paid at the applicable additional duty rate calculated at T1.5 for the hours worked.

## Frequently Asked Questions (FAQs)

1. What are additional duties?
  - Additional duties are where an RMO is required to work additional duties to cover absences from the roster in excess of the levels provided in the run description (clause 15.1)
2. If I work additional duties are the hours worked counted when calculating the limit on hours (72hours) outlined in clause 17?
  - No, additional duties are over and above your rostered shifts. When asking RMOs to pick up additional duties, the District will take into consideration hours rostered and fatigue.
3. What situations constitute additional duties?
  - Additional duties are where an RMO who is an existing employee of the District undertakes a full additional duty. These are paid at an hourly rate and are viewed as an overtime shift.
  - Where additional hours (but not necessarily a full additional duty) are worked. For these hours to constitute additional duties they must be;
    - Covering an absence, and
    - outside ordinary hours, and
    - required / requested by the service.
4. What if an RMO works later for other reasons, are these additional duties?
  - No, if an RMO works late for other purposes, these will be covered by the unrostered hours in the run description and they do not constitute additional hours.
5. Does an RMO have to work additional duties?
  - No, additional duties are voluntary and paid in addition to normal salary. Additional duties are claimed by the RMO completing a “Claim Form” or other District process immediately following the relevant duty/duties.
6. What are the rates for additional duties?

Additional Duty Hourly Rate		
Grade	0800 - 2200	2200- 0800
House Officer	60	90
Senior House Officer	75	115
Registrar	85	130
Senior Registrar	120	180

7. Are the additional duties rates different on the weekend?
  - No, the rates are the same for both weekdays and weekends.
8. What is a Senior House Officer for the purposes of additional duties?
  - A Senior House Officer is defined as designated by the employer, i.e. employed into a designated Senior House Officer position. (Clause 2.0)
9. What determines a Senior Registrar?
  - For the purposes of this clause there are three requirements that determine whether an RMO is a Senior Registrar
    - Must be on an advanced training programme, and
    - have passed their Part 1 Exam or equivalent, and
    - be on Step 4 or higher of the registrar salary scale

Please note: there are different provisions for Senior Registrar throughout the document.

10. I am a Year 2 House Officer and have picked up an additional duty working 0800-1600 on the Easter Monday public holiday. What are my entitlements for working additional duty shift on a public holiday?
  - The shift is paid at the House Officer additional duty rate 0800-2200 which is \$60 per hour
  - Public holiday additional duty payment = \$720 (\$60 x 8 hours @T1.5)
  - 1 x Alternate Holiday (STIL day) for working the public holiday
11. I am eligible for the Senior Registrar additional duty rates do these rates also apply when I pick up a locum shift?
  - To be eligible to receive the senior registrar additional duty rates when working as a locum you must be;
    - Permanently employed as an RMO with HNZ and working the locum shift at a different District, **and**
    - Employed on a casual basis at the District where you pick up the locum shift.
  - If you are engaged as a contractor locum, either through a locum agency or under a Contract for Service arrangement (CFS), you will **not** be entitled to the senior registrar additional duty rates when working a locum shift.

## Scenarios

### Additional Duties Scenario # 1

An RMO working a Tuesday day shift 0800 – 1600, works later seeing patients, they finish at 1700. Information from the run description regarding their roster and run category are below.

#### Section 3: Roster

<i>Roster</i>
<ul style="list-style-type: none"> <li>• 4 Weekday long days in 4 weeks 0800-2230</li> <li>• 1 in 4 weekends (1x 0800-2230, 1 x 0800-1600)</li> <li>• 1 in 8 weekday nights (Sunday to Thursday, 2200-0800)</li> <li>• Monday to Friday 0800-1600</li> </ul>

**Section 6: Hours and Salary Category**

Average Working Hours		Service Commitments
Basic hours (Mon-Fri)	40	The Service will be responsible for the preparation of any Rosters.
Rostered additional hours (inc. nights, weekends & long days)	17.88	
All other unrostered hours	3.12	
Total hours per week	61.00	

**Salary:** The salary for this attachment will be detailed as a Category B.

**Is the RMO entitled to additional duties?**

- In this situation the RMO would not be entitled to claim additional duties. The reasons are;
  - They were not covering an absence, and
  - The run description allows for 3.12 unrostered hours. The 1 hour worked by the RMO would be covered by the unrostered hours in the run description.

Please note:

Where an RMO or RMOs on a particular roster consider that the salary category does not accurately reflect the hours required then they may initiate a review through the process set out at clause 12.1.1(b).

**Additional Duties Scenario # 2**

An RMO working a short day weekend has agreed to pick up the long day portion (1600 – 2200) as the RMO on the Long Day called in sick.

- This would constitute additional duties and the RMO will be paid the following;

Grade	0800 - 1600	1600 - 2200	Total Paid
House Officer	\$0 already rostered	\$60.00 x 6 hours	\$360.00
Senior House Officer	\$0 already rostered	\$75.00 x 6 hours	\$450.00
Registrar	\$0 already rostered	\$85.00 x 6 hours	\$510.00
Senior Registrar	\$0 already rostered	\$120.00 x 6 hours	\$720.00

## Comparison STONZ and NZRDA CAs

The following table sets out where there are differences between the STONZ CA and NZRDA CA. Where there is no difference between clauses no detail has been provided in the comparison table.

	<b>STONZ CA Clause 15</b>	<b>NZRDA CA Clause 11</b>
Eligibility for Senior Registrar additional duty rates when working as a locum	<p>Clause 15.3</p> <p>For the purpose of the additional duty rates stated, Senior Registrars are those Registrars in an advanced training programme who have passed their Part I exam or equivalent, and who are on Step 4 or higher on the Registrar scale. The entitlement to the Senior Registrar rate shall remain where a permanently employed qualifying RMO undertakes occasional duties as directly-engaged casual employee of another District.</p>	<p>Clause 11.3</p> <p>For the purpose of the additional duty rates stated, Senior Registrars are those Registrars in an advanced training programme who have passed their Part I exam or equivalent, and who are on Step 4 or higher on the Registrar scale.</p>