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| NDIA Statewide Change Proposal |
| North Division Addendum |

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# North Division

The North Division Addendum to the Statewide Change Proposal provides detail for how the transition to the NDIA will proceed for all areas, including:

* Hume Moreland
* Mallee

## Staff

The groups of **ongoing** staff who are eligible to apply for positions with the NDIA are listed in **Table 1**.

Table 1: Ongoing staff who are eligible to apply for positions with the NDIA

| DHHS Area | Those who occupy roles that are ceasing in the department | Those who occupy roles that continue (including those that are subject to the Government’s decision regarding the organisations best placed to deliver disability services) |
| --- | --- | --- |
| Hume Moreland | Planning  Disability Intake (COSI NEMA)  Disability Support Register (COSI – NEMA)  Disability Intake Support Administration (COSI – NEMA) | Case Management  Outreach  Disability Justice Case Management (COSI - NEMA) (standalone team) |
| Mallee | Planning | Case Management  Outreach |

**Table 2** provides the number of departmental positions that are affected by the transition of functions to the NDIA (that is, roles that will be ceasing in the department) as well as the staff substantively occupying those positions. The difference between the number of in-scope positions and the number of in-scope staff is due to some positions being substantively vacant.

In addition, **Table 2** provides an indication of the roles available with the NDIA and where the offices will be located.

Table 2: In-Scope Positions and NDIA Roles Available.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| DHHS Area | In-scope Positions (FTE) | Staff Occupying In-scope Positions – Headcount (FTE) | NDIA Roles Available (FTE) | NDIA Roles Available by Office Location\* (FTE) |
| Hume Moreland | DCS -16.6  COSI - 6.6  Disability Justice - 12.9  Total – 36.1 | 14 (13.8)  7 (6.3)  14 (13.2)  Total 35 (33.3) | 18.5 | Broadmeadows\* (18.5) |
| Mallee | 11.4 | 12 (10.4) | 8.6 | Mildura\* (8.6) |

\*Please note: Locations are an indication only and may change closer to transition date.

**Table 3** provides a breakdown of In Scope Staff that can apply for employment with the NDIA (subject to eligibility) by area, function, classification and position title and specifies whether the function will remain following client transition to the NDIS.

#### Table 3: In Scope Staff that can apply for employment with the NDIA (subject to NDIA eligibility)

| Area | Unit | Classification | Position Title | FTE | Function Remaining? |
| --- | --- | --- | --- | --- | --- |
| Hume Moreland | Disability  Client  Services | DDSO 3A | Advanced Case Manager | 2.0 | Yes, pending government decision |
| DDSO 3A | Advanced Planner | 1.0 | No |
| AH 2.1 | Case Manager | 1.0 | Yes, pending government decision |
| AH 2.3 | Case Manager | 1.0 | Yes, pending government decision |
| DDSO 2A | Outreach Worker | 1.0 | Yes, pending government decision |
| AH 2.2 | Planner | 0.8 | No |
| AH 3  DDSO 4 | Senior Case Manager | 2.0 | Yes, pending government decision |
| AH 3  DDSO 4 | Senior Response Worker | 2.0 | Yes, pending government decision |
| DDSO 3A | Response Worker | 2.0 | Yes, pending government decision |
| VPS 5 | Team Leader | 1.0 | Yes, pending government decision |
| COSI | Client Support Services | VPS 6 | Manager | 1.0 | No |
| VPS 5 | Team Leader | 1.0 | No |
| VPS 3  VPS 4 | Support Coordinator | 1.4 | No |
| VPS 5  AH3 | Senior Support Coordinator | 1.9 | No |
| DDSO 2A | Intake Worker | 1.0 | No |
| Disability Justice (standalone team) | DDSO 3A  AH2.2/2.3 | Advanced Practitioners | 9.8 | Yes |
| AH3 | Senior Practitioner | 2.0 | Yes |
| AH4 | Senior Clinical Practice Adviser | 0.6 | Yes |
| VPS 6 | Manager | 0.8 | Yes |
| Mallee | Disability  Client Services | VPS 5 | Team Leader | 1.0 | Yes, pending government decision |
| DDSO 3A  AH2.3 | Advanced Case Manager | 2.9 | Yes, pending government decision |
| AH 3 | Advanced Case Manager | 1.0 | Yes, pending government decision |
| DDSO2/2A | Outreach Worker | 2.5 | Yes, pending government decision |
| DDSO 2A  AH2.1 | Planners | 2.0 | No |
| DDSO 2A | Case Manager | 1.0 | Yes, pending government decision |

**Table 4** provides a breakdown of the roles available at the NDIA by FTE at level.

#### Table 4: NDIA FTE by Area and Level

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| DHHS Area | Proposed Office Location\* | Role | | | | | Total FTE |
| APS4 Planner | APS5 Planner | APS6 Planner | APS6 Planner Team Leader | EL1 Assistant Director Service Delivery |
| Hume Moreland | Broadmeadows\* | 6.5 | 6.5 | 4.5 | 1.0 | 0 | 18.5 |
| Mallee | Mildura\* | 3.0 | 2.9 | 2.0 | 0.7 | 0 | 8.6 |

\*Please note: Locations are an indication only and may change closer to transition date.

Table 5: Victorian Government (DHHS and DET) staff in scope at level for Hume Moreland

| Vic Gov Classifications | | | APS Level | Broadmeadows FTE (NDIA) | Hume Moreland FTE | | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| VPS | AH | DDSO | DHHS | DHHS  Disability  Justice | DET |
| VPS 3 | AH 2.1 | DDSO 2  DDSO 2A | APS 4 | 6.5 | 3.4 | 0 | 0 |
|  | AH 2.2  AH 2.3 | DDSO 3  DDSO 3A | APS 5 | 6.5 | 6.8 | 9.8 | 0 |
| VPS 4  VPS 5 | AH 3  AH 4 | DDSO 4 | APS 6 Planner | 4.5 | 8.9 | 2.6 | 2.6 |
| APS 6 Team Leader | 1.0 |
| VPS 6 |  |  | EL 1 | 0 | 0 | 0.8 | 0 |
| VPS 6.1 (max)  VPS6.2 |  |  | EL 2 | 0 | 1 | 0 | 0 |
|  |  |  | **Total:** | **18.5** | **20.1** | **13.2** | **2.6** |

Table 6: Victorian Government (DHHS and DET) staff in scope at level for Mallee

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Vic Gov Classifications | | | APS Level | Mildura FTE (NDIA) | Mallee FTE | |
| VPS | AH | DDSO | DHHS | DET |
| VPS 3 | AH 2.1 | DDSO 2  DDSO 2A | APS 4 | 3.0 | 5.5 | 0 |
|  | AH 2.2  AH 2.3 | DDSO 3  DDSO 3A | APS 5 | 2.9 | 2.9 | 0 |
| VPS 4  VPS 5 | AH 3  AH 4 | DDSO 4 | APS 6 Planner | 2.0 | 2.0 | 0 |
| APS 6 Team Leader | 0.7 |
|  |  |  | **Total:** | **8.6** | **10.4** | **0** |

## Implementation of Change

The timetable for First Offer Recruitment and the implementation of transition to the NDIA will occur according to **Table 7**.

**Table 7: Implementation of Change**

| DHHS Area | Recruitment First Offer Portal opening date | Anticipated offer date | Anticipated commencement date | NDIS participant transition date |
| --- | --- | --- | --- | --- |
| Hume Moreland | 20 March 2017 | May 2017 | December 2017 | From 1 Mar 2018 |
| Mallee | 20 March 2017 | May 2017 | October 2018 | From 1 Jan 2019 |

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