



HOME CARE CURRENT BANS

PSA MEMBERS IN HOME CARE ARE REMINDED THAT THE FOLLOWING BANS ARE IN FORCE:

- ✘ CIS Data Remediation and Data Integrity Management**
- ✘ Accounts Management (including debt recovery and account queries)**
- ✘ Records Management (including updating P-files and client files, archiving and any preparation requested for transfer and tidying up of offices, getting rid of old information)**
- ✘ Unpaid out of hours/after-hours work**
- ✘ Client Reviews**
- ✘ Vehicle Log Books**
- ✘ VHC Reconciliation Reports**
- ✘ Transferring MAC information to CIS**
- ✘ Phone and field assessment**
- ✘ Assisted boarding house assessment and referrals for accommodation.**
- ✘ Downloading of service plans from VHC portals and transmitting to branches**
- ✘ Answering enquiries from clients relating to the transfer or privatisation of Home Care**

The bans relate to the whole of task and processes. Members are directed not to complete similar administrative tasks or work activities designed to circumvent PSA work bans.

For example, in relation to the phone and field assessment, Service Coordinators or other administrative staff should not perform tasks associated with the banned work.

Members are reminded that it is illegal for your employer to victimise you for supporting industrial actions as directed by your union. If you experience any issues relating to these bans, please speak to your delegate or contact the PSA on **1300 772 679** immediately.

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