



STAFFING POLICY

Sunnymeade Park Aged Care Community is committed to ensuring that appropriately skilled and qualified staff are employed and rostered to meet the needs of the residents.

Sunnymeade Park Aged Care Community is an Equal Employment Opportunity employer and all staff are employed with skills and competencies that provide holistic care for all residents. As an Equal Employment Opportunity employer and in meeting its legal requirements does not unlawfully discriminate on the basis of:

- ◆ Age
- ◆ Intellectual impairment
- ◆ Marital status
- ◆ Physical disability
- ◆ Pregnancy
- ◆ Race
- ◆ Gender
- ◆ Lawful sexual activity

Staff are employed under an EBA specific to Sunnymeade Park Aged Care Community. Their

job descriptions clearly defines the position, main tasks, skills, roles and responsibilities and reporting requirements.

The performance of each individual is reviewed on an annual basis and if there is an identified problem on a more frequent basis.

Sunnymeade Park Aged Care Community recruits in accordance with the general needs of the resident and staff are rostered accordingly. We live and work in a multicultural society and as residents come from many different religious and cultural backgrounds we take the recruitment of our staff very seriously.

Management is committed to the establishment and maintenance of procedures for identifying training needs, and to provide the necessary training and development for all staff. Staff performing specific tasks shall be qualified on the basis of appropriate education, competency assessment and training and experience, as required.

All staff are responsible for ensuring that they are personally competent and have been assessed to demonstrate this prior to carrying out direct care or service activities.