

## Clause 8

### 8.0 Conference Leave

- 8.1 Registrars in a recognised vocational training programme who have passed their Part 1 exam or equivalent shall be granted a total of ten days additional leave beyond the provision in clause 7.0 to attend appropriate conferences during their vocational training. Entitled registrars shall have relevant and reasonable costs reimbursed with respect to conference fees, travel and accommodation related expenses (including meals) with respect to the total conference leave provided for in this clause.
- 8.2 If there is concern regarding the appropriateness and relevance of a proposed conference, this will be determined by the appropriate local clinical lead.
- 8.3 The parties acknowledge that this entitlement is intended to be portable between DHBs.
- 8.4 Registrars in vocational training will be informed of their conference leave balance available at the end of year change over and when changing between DHBs.

### Overview – Application

Conference leave is restricted to Registrars in a recognised vocational training programme who have passed their Part 1 exam or equivalent to attend appropriate conferences during their vocational training. Registrars who are not in a recognised vocational training programme do not have access to conference leave.

Entitled Registrars are granted 10 days additional leave beyond the provision in clause 7.0 and this entitlement is portable between DHBs. This shall include relevant and reasonable costs reimbursed with respect to conference fees, travel and accommodation with respect to the total conference leave provided for in this clause.

### SNEF Project Outcomes – Senior Registrar Leave

#### Background

During STONZ and DHB bargaining in November 2020, access to leave and leave cover for Senior Registrars was identified as a priority area requiring further review. It was noted that Senior Registrars are often required to swap their on call /after-hours shifts in order to take leave as it is difficult to provide a reliever due to the level and nature of their work.

A project was established to understand how leave is accessed and covered for RMOs and to develop recommendations to support a consistent and transparent approach enabling access to, and management of leave for this group.

As an outcome from this project a guide for Registrars who take on the roster writing and leave management role was developed. This included updates to the RMO roster and relief review and improvement framework to capture some of the challenges for services without relief roles and to include best practice guidelines and relief models to mitigate some of these challenges.

#### Purpose of the Roster Writing and Leave Management Guide for Registrars

The guide has been developed to ensure Registrars in the roster writing and leave management role have access to the required resources and that there are appropriate processes in place to support and maximise leave access. The guide may also be useful for induction of new RMO unit staff or other staff who take on the roster writing and leave management role within the service.

The guide and updated RMO roster and relief review and improvement framework were released nationally on 19 July 2022. This included recommendations around next steps for Districts.

## Linked Clauses

- The clauses that form part of the Roster Writing and Leave Management Guide for Registrars are;
- Clause 4 Hours of work and Rostering
- Clause 7 Medical Education
- Clause 8 Conference Leave
- Clause 9 Employment relations education leave and union leave
- Clause 16 and Appendix 2 Relief Management
- Clause 17 Limits on hours
- Clause 21 Cover for leave
- Clause 25 Annual leave and Appendix 3 Best Practice Leave Allocation Guidelines
- Clause 26 Sick leave
- Clause 27 Bereavement / Tangihanga leave

The guide is available under the “Resources for Registrars Writing Rosters and Managing Leave” section of the National Manual.

## Frequently Asked Questions (FAQs)

1. What is conference leave?
  - Conference leave is a leave entitlement for the specific purpose of attending relevant conferences associated with your vocational training programme.
  - Conference leave is in addition to MEL leave that you may be eligible for.
2. Who decides if the conference is relevant to my training?
  - If there are questions raised about the suitability of a conference, the local clinical lead will determine suitability.
3. When am I entitled to conference leave?
  - In order to access this provision you must be a Registrar in a vocational training programme and have passed your Part 1 exam or equivalent.
4. How much conference leave am I entitled to?
  - If you meet the above eligibility you are entitled to a total of 10 days conference leave. This is the total number of days, it does not accrue or renew.
5. Do I have to use all of the leave at once?
  - No, you can take the leave in parts.
6. If I have only used 4 days of my conference leave entitlement while working at one DHB and I transfer to another DHB am I able to use the remaining 6 days?
  - Yes, this leave is a portable entitlement (meaning it can be accessed at any DHB you are working at).
7. What if I have exhausted my conference leave, but wish to attend another conference?
  - You will need to have leave and expenses approved outside of the conference leave clause. For example using MEL or annual leave and funding using an alternative entitlement.
8. When I attend conferences can I claim reimbursement for costs associated with the conference?
  - Yes, you are entitled to have relevant and reasonable costs reimbursed, please refer to clause 10, Employment Related Expenses in the Manual.
  - It is recommended as an RMO that you speak to the RMO Unit to discuss eligibility and relevant expenses prior to booking.
  - In some DHBs leave and expenses are approved by different departments. Approval of one does not automatically imply approval of the other.

## Comparison STONZ and NZRDA MECAs

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

	<b>STONZ MECA Clause 8.0</b>	<b>NZRDA MECA Clause 26.10</b>
Conference Leave	Training Registrars who have passed Part 1 or equivalent get 10 days of conference leave plus actual and reasonable expenses (no \$ cap).	<p>Registrars Year 5 or higher of the pay scale get 8 days of conference leave plus capped expenses of \$6,500.</p> <p>Earlier access to the provision is granted to Registrars who are 12 months post completion of part 1 exam.</p> <p>Additional days granted:</p> <ul style="list-style-type: none"> <li>• Eighth Year 1 day</li> <li>• Ninth Year 2 days</li> <li>• Tenth Year 2 days</li> </ul>

## Forms, Templates and Other Resources

The following resource forms part of clause 8.0 Conference Leave. The guide is available on the website where the National Manual is hosted under the “Resources for Registrars Writing Rosters and Managing Leave” section.

<b>Resource</b>	<b>Comment</b>
Roster Writing and Leave Management – Guide for Registrars	<p>This document has been developed to ensure Registrars in the roster writing and leave management role have access to the required resources and that there are appropriate processes in place to support and maximise leave access.</p> <p>While this guide has been developed for Registrars who take on the roster writing and leave management role, content may also be useful for induction of new RMO unit staff or other staff who take on the roster writing and leave management role.</p>