EMPLOYMENT DIRECTION

State Service Act 2000

Employment Direction No. 1

EMPLOYMENT IN THE STATE SERVICE

Directive

Pursuant to Section 17 of the *State Service Act 2000,* I hereby direct that the arrangements and requirements set out in this Employment Direction are to apply.

Signed .....

Issued by authority of the Minister administering the *State Service Act 2000*.

Date: 29 July 2024

Minister administering the *State Service Act*

Tasmanian Government

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1. Purpose

This Direction details procedures and sets out minimum requirements in relation to:

- advertising duties to be filled by permanent appointment or promotion;
- fixed-term employment;
- advertising and selecting a person to undertake fixed-term duties;
- appointment of a person to undertake fixed-term duties;
- vocational education and training (VET) placements;
- casual employment;
- subsequent selections from a selection process;
- change of employment status from fixed-term to permanent by a Head of Agency;
- ongoing increase in hours for permanent part-time employees;
- employment requirements for persons other than Australian citizens and permanent residents;
- essential requirements;
- promotion without advertising;
- probation; and
- secondment of a person or employee.

2. Application

2.1 This Direction is issued in accordance with Section 17 of the *State Service Act 2000* (the Act) and applies to employment in the State Service.

2.2 This Direction is binding on all Officers and employees exercising a delegated power or function in accordance with this Direction.

2.3 The terms and conditions of employment arrangements entered into in accordance with revoked Commissioner's Direction No. 1 operative from 1 November 2010, and in force immediately before the commencement of this Direction, shall continue to apply.

2.4 The Head of Agency may delegate a function or power to be exercised in accordance with this Direction, with the exception of Clause 18 – Secondment of a Person or Employee and Clauses 12,12A and 12B – Change of Employment Status.

2.5 All new arrangements made on or after the operative date of this Direction must be in accordance with this Direction.

2.6 The provisions of this Direction apply to the employment of employees.

2.7 The provisions of Clauses 16.4 and 16.5 apply only to employees employed under the Tasmanian State Service Award or the Health and Human Services (Tasmanian State Service) Award.

Non-Application

2.8 This Direction does not apply to the appointment of:

a. a person as a State Service employee under Section 13 of the Act; or

b. Heads of Agencies, holders of prescribed offices, senior executives and equivalent specialists.

3. Definitions

'The Act' means the *State Service Act 2000.*

'The Minister' means the Minister administering the Act.

'Employee' means a permanent or fixed-term employee appointed under Section 37 of the Act.

'Officer' means a person appointed as a holder of a prescribed office, senior executive or equivalent specialist in accordance with Section 31 of the Act.

'Head of Agency' is the person holding that office for the purposes of the Act in accordance with Section 30 of the Act.

'The Employer' is the Minister administering the *State Service Act 2000* in accordance with Section 14 of the Act.

'Employment Direction' means an Employment Direction relating to the administration of the State Service and employment matters as issued by the Employer in accordance with Section 17 of the Act.

'Head of the State Service' means the person appointed by the Premier to perform the functions and powers of the Employer, other than the power to issue Employment Directions, in accordance with Section 20 of the Act.

A reference to the Head of the State Service is also a reference to their delegate where a function or power has been delegated.

4. Legislation/Award Basis and Related Documents

Employment Direction No. 7 - Pre-employment Checks.

State Service Act 2000 sections 7, 9, 13, 14, 15, 16, 17, 20, 21, 30, 31, 37, 44, 46 and 50.

Migration Act 1958.

5. Date of Operation

This Direction will take effect from the date of issue and will remain in force until varied or revoked.

6. Advertising Duties to be Filled by Permanent Appointment or Promotion

6.1 The State Service Principles:

a. the State Service is a public service in which employment decisions are based on merit [Section 7(1)(b) of the Act] and a decision relating to appointment or promotion is based on merit [Section 7 (2) of the Act] if:

i. an assessment is made of the relative suitability of the candidates for the duties; and

ii. the assessment is based on the relationship between the candidates' work-related qualities and the work-related qualities genuinely required for the duties; and

iii. the assessment focuses on the relative capacity of the candidates to achieve outcomes related to the duties; and

iv. the assessment is the primary consideration in making the decision.

b. the State Service provides a reasonable opportunity to members of the community to apply for State Service employment [Section 7(1)(l) of the Act]; and

c. where it is proposed to permanently appoint a person or promote an employee to perform duties in an Agency, except where expressly provided for in Clauses 12 or 16 of this Employment Direction, the duties must be advertised on the Tasmanian Government jobs website at www.jobs.tas.gov.au (the jobs website), unless the Head of the State Service determines otherwise.

6.2 Permanent 'hard-to-fill' Vacancies:

a. a Head of Agency may seek approval from the Head of the State Service to advertise a permanent vacancy with a closing date of up to a maximum period of 24 months. This is to allow an agency to make an appointment to an approved 'hard-to-fill' vacancy at any time during this period; and

b. requests by the Head of Agency for approval of 'hard-to-fill' vacancies must be submitted on a case by case basis and contain evidence of the occupational shortage and the Agency's efforts to recruit. Requests for re-approvals after the expiration of 24 months will normally be granted by the Head of the State Service on the presentation of a brief written update of the current recruitment situation.

6.3 Advertising:

Advertisements for vacancies to be filled through permanent appointment or promotion must contain at least the following information:

- name of the Agency;
- vacancy title;
- vacancy identification number;
- salary range;
- specific hours per week/fortnight;
- award and classification level;
- any market allowance approved by the Head of the State Service that is applicable to the duties;
- employment status;
- period of appointment (if applicable);
- region (or that the region can be negotiated);
- brief description of duties;
- list of essential and/or desirable requirements;
- name and email address of the contact officer;
- process for the submission of applications; and
- closing date for applications.

In addition to the above requirements, notice must appear advising the following:

a. that applicants for a vacancy (other than Senior Executive Service vacancies) should note that, for a period of up to twelve months from the date of publication, the selection process for a vacancy may be used to fill subsequent or similar vacancies; or

b. that permanent approved vacancies advertised as 'hard-to-fill' can remain open for up to a maximum period of 24 months to allow appointments to be made during this period to specific vacancies where the duties and conditions of these vacancies are the same as those originally published.

6.4 Closing date for applications:

a. applications for advertisements on the jobs website are to close no less than nine calendar days after the date of publication of a vacancy;

b. vacancies advertised during the closure of Government Offices over the Easter and Christmas holiday periods are to have their application closing dates extended to cover the business days lost;

c. the Head of Agency may approve a later closing date;

d. late applications may be accepted at the discretion of the Head of Agency; and

e. applications may be accepted for approved permanent 'hard-to-fill' vacancies during a maximum period of 24 months from the date of the initial advertisement on the jobs website.

7. Fixed-Term Employment

(Duties for a specified term or for the duration of a specified task):

7.1 Permanent employment is the usual form of employment in the State Service. However, where necessary to meet the operational needs of an Agency, fixed-term employees may be appointed for a specified term or for the duration of a specified task [Section 37(3)(b) of the Act].

7.2 A Head of Agency must not make fixed-term appointments that could lead to the creation of an expectation of continuing employment; that is, employment that is of a continuing or indefinite nature or for which there is no expressed or implied end date to the instrument of appointment.

7.3 Before any decision is made to make or extend a fixed-term appointment, the Head of Agency must give consideration as to whether the duties would be more appropriately undertaken on a permanent basis.

7.4 Fixed-term casual employment, as referred to in this Direction, means employment that is on an irregular basis and at short notice, and where the offer of engagement may be accepted or rejected on each and every occasion. This excludes a casual employee from being placed on a regular employment roster. A fixed-term casual employee is paid a loading in addition to the normal salary rate in lieu of paid leave entitlements and Holidays with Pay as prescribed by an Award.

7.5 The appointment of a fixed-term casual employee as specified in the relevant award or industrial agreement can only be made:

a. from a fixed-term casual employment register approved in accordance with Clause 15(1)(b) of the Act,

b. from a pool of suitable applicants established following advertisement of the duties on a fixed-term casual basis on the jobs website, or

c. from a subsequent selection, made in accordance with the provisions of Clause 11.

8. Advertising and Selecting a Person to Undertake Fixed-Term Duties

8.1 For fixed-term duties of more than 12 months, the Head of Agency must advertise the duties in accordance with Clause 6 of this Direction.

8.2 For fixed-term duties up to and including 12 months, the Head of Agency must either:

a. advertise the fixed-term duties in accordance with Clause 6 of this Direction; or

b. select a person who is registered on a fixed-term employment register approved in accordance with Section 15(1)(b) of the Act; or

c. seek expressions of interest by either:

i. advertising the fixed-term duties within their own Agency; or

ii. advertising the fixed-term duties within their own Agency, and any other Agency as the Head of Agency determines.

8.3 Where a Head of Agency seeks expressions of interest:

a. the Head of Agency is to determine application requirements and such requirements are to be included in the advertised expression of interest;

b. applications for the vacancy are to close no less than five working days after the date of advertising; and

c. the appointment of a person to perform the duties must only be made from applicants from within the advertised scope of the expression of interest.

8.4 Notwithstanding the requirements of Clause 8.2, for fixed-term duties up to and including 6 months, the Head of Agency may make a selection from employees in their own Agency (or another agency if the selected employee's Head of Agency approves) without applying the processes in Clause 8.2.

9. Appointment of a Person to Undertake Fixed-Term Duties or assignment of Fixed-Term duties to a permanent employee

9.1 A Head of Agency may appoint a person as a fixed-term employee or assign those duties to a permanent employee to undertake fixed-term duties for a total continuous period of up to 36 months. The total fixed-term period includes the initial appointment/assignment and any additional appointments/assignments to substantially the same duties. The arrangement may be either:

a. an appointment of a person as a fixed-term employee engaged under a fixed-term instrument of appointment; or

b. an assignment of fixed-term duties to a permanent employee to undertake fixed-term duties where payment, if appropriate, is to be made by way of a higher duties allowance in accordance with the relevant State Service Award.

9.2 Where the fixed-term appointment/assignment made in accordance with Clause 9.1 is continued, the following maximums are to apply:

a. where the initial period of assignment to undertake fixed-term duties is six months or less and an assignment was made without advertising, that assignment shall not be subject to any additional assignments beyond six months. However, where recruitment action has commenced in accordance with either Clause 6, 8.1 or 8.4 of this Direction, the assignment may continue beyond the six month period to enable that recruitment action to be completed, provided the total assignment period does not exceed nine months;

b. where the initial period of appointment to undertake the fixed-term duties is up to and including 12 months, the total length of any additional appointments are not to exceed the length of the initial appointment (e.g. for an initial 10 month appointment, the total length of any additional appointment(s) cannot exceed 10 months); and

c. where the initial period of appointment to undertake the fixed-term duties is 12 months or more and the vacancy was advertised on the jobs website, the initial appointment and any additional appointment(s) are not to exceed 36 months in total.

9.3 Fixed-term appointments, including those that are the subject of additional appointment(s), that provide continuous employment in excess of 36 months, may only be made in special circumstances and with the prior approval of the Head of the State Service.

10. Vocational Education and Training (VET) Placements

10.1 Permanent or fixed-term employment is the usual form of employment for apprentices and trainees in the State Service. However, where the nature of the apprenticeship, traineeship or training requirement make it appropriate, a Head of Agency may agree with a Group Training Organisation (GTO) to provide a placement in that Agency to host an apprentice or trainee engaged by the GTO for the purpose of undertaking vocational educational and training for part of, or all of the period of the approved apprenticeship or training agreement.

10.2 Apprentices or Trainees undertaking VET placements in a host Agency are not employees of the State Service.

11. Subsequent Selections from a Selection Process

11.1 A Head of Agency who, following due process, has selected a person to fill a vacancy, may make a subsequent selection from the same selection process within a period of up to 12 months from the date of advertising the vacancy if:

a. the successful applicant has failed to take up the appointment or promotion; or

b. the successful applicant has vacated the duties to which he/she was appointed or promoted; or

c. another similar vacancy occurs that requires a person or an employee to undertake identical or substantially the same duties at the same Award or Industrial Agreement classification level as the originally advertised vacancy.

11.2 In making a subsequent selection in accordance with this provision, a Head of Agency must be satisfied that another suitable candidate had been identified in the order of merit documented in the original process.

11.3 If the original selection was for a fixed-term vacancy, a subsequent selection can only be made on a fixed-term basis as a full-time or part-time appointment for a period not greater than that originally advertised, or be made on a fixed-term basis as a fixed-term casual as defined in Clause 7.4.

11.4 If the original selection was for a permanent vacancy, a subsequent selection can be made on a:

a. permanent basis as a full-time appointment or promotion; or

b. permanent basis as a part-time appointment or promotion provided that the part-time option was notified in the original advertisement; or

c. fixed-term basis as a full-time or part-time appointment for a period of up to 36 months duration; or

d. fixed-term basis as a fixed-term casual as defined in Clause 7.4

11.5 Where a Head of Agency selects a person as a permanent employee in accordance with Clause 11.4(a) or (b), that appointment or promotion will be subject to the review provisions prescribed in Section 50(1)(a) of the Act..

12. Change of Employment Status

12.1 Under Section 37(4) of the Act, the Head of the State Service or delegate may change the employment status of an employee from a fixed-term employee to a permanent employee.

12.2 Employees must be assessed as possessing all necessary requirements for permanent appointment and be performing duties at a satisfactory level as a prerequisite to the change of their employment status.

12.3 Decisions made under this clause must be documented and made in a timely manner.

12.4 A decision to change the employment status of an employee from fixed-term to permanent will be subject to normal vacancy control requirements as varied from time to time.

12.5 Decisions made by a delegate under this Clause may be evaluated by the Head of the State Service (or delegate) where determined as necessary.

12.6 For the purposes of this Clause a Head of Agency as the delegate of the Head of the State Service may not change the employment status of a fixed-term employee at General Stream Band 9, General Stream Band 10 or Professional Stream Band 6.

12.7 The provisions of sub clauses 12.1 through 12.6 also apply to Clauses 12A and 12B.

12A. Change of Employment Status – transmission of business, pathway or critical risk

12A.1 A Head of Agency, as the delegate of the Head of the State Service, may change the employment status of a fixed-term employee who has

completed 12 months continuous service undertaking the same duties, where merit has been applied, and where it can be demonstrated that one of the following special and exceptional circumstances exists:

a. transmission of business into the State Service;

b. following completion of a training, internship, graduate or cadet pathway; or

c. to address a critical risk to the Agency.

12B. Change of Employment Status – same or similar duties for 12 months or more

12B.1 A fixed-term employee, including a fixed-term casual employee, who has completed 12 months continuous service undertaking the same or similar duties is entitled to have a Head of Agency, as the delegate of the Head of the State Service, change their employment status to permanent where merit has been applied and where:

a. the duties and hours of the position are required on an ongoing basis;

b. the conduct and performance of the employee has been assessed as satisfactory;

c. there is no other reason at the discretion of the Head of Agency as to why the employee should not have their employment status changed; and

d. for a fixed-term casual employee, an employee is only entitled to have their employment status changed to permanent where the employee has worked a regular and systematic pattern of hours for the prior 12 months and has a reasonable expectation of ongoing employment, as outlined in Clause 12B.4.

12B.2 Service for the purposes of this clause is considered continuous service even if it has been broken by a period up to and including four weeks, unless the break in service occurred because there was a legitimate reason for the duties the fixed-term employee was performing were no longer needed to be performed by anyone over that period.

12B.3 Where an employee holds more than one fixed-term appointment or a fixed-term and a fixed-term casual arrangement, they are treated separately as individual arrangements for the purposes of this Clause.

12B.4 Where a fixed-term employee under this Clause is a fixed-term casual employee and where the provisions of subclause 12B.1(c) are being

considered, an assessment of the pattern of work over the prior 12 months will be undertaken and taken into account, specifically:

a. whether the employee has worked a regular and systematic pattern of hours on an ongoing basis for at least the last 12 months; and

b. whether the employee has a reasonable expectation of continuing employment.

12B.5 Should the Head of Agency consider that there are reasonable grounds as to why a fixed-term employee is not entitled to have their employment status changed from fixed-term to permanent, the Head of Agency will provide those grounds to the employee in writing.

This notification from a Head of Agency will include advice that the employee has 14 days from the date of advice of the decision to make an application to the Tasmanian Industrial Commission for a review of that decision under Section 50(1)(b) of the Act.

12C. Change of Employment Status – any other circumstances

12C.1 In addition to Clauses 12A and 12B, a Head of Agency may seek approval from the Head of the State Service to change the employment status of a fixed-term employee who does not satisfy the provisions of those Clauses, where the Head of Agency can demonstrate to the satisfaction of the HoSS that special and exceptional circumstances exist.

13. Permanent Increase to Appointed Part Time Hours for Permanent Part-Time Employees

13.1 A permanent part-time employee may apply to a Head of Agency to permanently increase the part-time hours that apply to their appointment to reflect additional hours that they have worked regularly and systematically for a period of at least 12 months above the hours set out in their appointment. These requests will be subject to the following assessment criteria:

a. The employee has completed a regular and systematic pattern of additional hours for at least the last 12 months; and

b. The additional hours are required on an ongoing basis; and

c. The additional hours have ongoing funding.

13.2 Should the Head of Agency consider that there are reasonable grounds to not permanently increase the part-time hours of an employee who has made an application under Clause 13.1, the Head of Agency will provide those grounds to the employee in writing. This notification from a Head of Agency will include advice that the employee has 14 days from the date of advice of the decision to make

an application to the Tasmanian Industrial Commission for a review of that decision under Section 50(1)(b) of the Act.

14. Employment Requirements for Persons other than Australian Citizens and Permanent Residents

14.1 Persons who are not Australian citizens or permanent residents may hold a permanent or fixed-term appointment in the State Service provided that they, at all times, hold and comply with all visa requirements as determined by the Commonwealth Department of Immigration and Citizenship and the *Migration Act 1958.*

15. Essential Requirements

15.1 Where a Head of Agency wishes to specify essential requirements other than those specified in an Award, Industrial Agreement, Legislation or Employment Direction, the Head of Agency shall first obtain the approval of the Head of the State Service [Section 15(1) of the Act]. This includes requirements relating to:

a. educational qualifications clarifying or expanding on those that are stipulated only in general terms by an Award or Industrial Agreement; and/or

b. pre-employment checks [Employment Direction No. 7 - 2013].

15.2 Notwithstanding, duties that require essential requirements that are classified under the provisions of the Tasmanian State Service Award or Health and Human Services (Tasmanian State Service) Award, are to be determined by the Employer in accordance with those Awards.

16. Promotion Without Advertising

16.1 Promotion of a permanent employee without advertising is not to be made by the Head of Agency without the approval of the Head of the State Service. A Head of Agency may apply for approval for promotion without advertising where it can be demonstrated that one or more of the following criteria is satisfied:

a. an employee has made successful application for review in accordance with Clause 16.4;

b. reclassification of an employee's duties has occurred in accordance with Clause 16.5; or

c. any other reason where there are demonstrated sound operational and/or special and compelling circumstances as determined by the Head of the State Service.

16.2 The Head of the State Service will consider the sound operational and/or special and compelling circumstances on a case-by-case basis.

16.3 The provisions of subclauses 16.4 and 16.5 of this Clause are only applicable to permanent employees employed under the Tasmanian State Service Award or the Health and Human Services (Tasmanian State Service) Award.

16.4 On application from a permanent employee who satisfies clause 16.3 and who has been assigned fixed term duties at a higher classification level for a continuous period of at least 36 months, a Head of Agency will conduct a review of the employee's status in respect to the currently assigned duties.

If all the following criteria are met, the Head of Agency will seek approval from the Head of the State Service for promotion of that employee without advertising:

a. The total length of continuous assignments to the same or similar duties has been at least 36 months;

b. The employee has been assigned the duties for at least three discrete fixed-term periods; and

c. There is an ongoing requirement for these duties or substantially similar duties.

Following an application, if a Head of Agency does not seek promotion without advertising, the Head of Agency will provide the employee, in writing, justification of reasons for the promotion without advertising not being sought.

16.5 A Head of Agency may seek the approval of the Head of the State Service to promote a permanent employee, who satisfies Clause 16.3, without the need to advertise a vacancy when all of the following conditions apply:

a. The Employer or delegate determines that the classification in respect of the duties assigned to the employee is higher than the classification at which the employee was initially appointed or promoted to those duties;

b. The need for the employee to undertake those duties at the higher classification level continues to exist; and

c. The conduct and performance of the employee has been assessed as satisfactory – that is, the employee's conduct and performance has met the standard and all the requirements identified in the employee's performance management plans for the higher classified duties.

d. Where the Head of the State Service gives approval to promote without advertising under this subclause a Higher Duties Allowance to the higher classification level will be paid to the employee from

the date at which the employee formally sought the review of their classification or the date at which the Employer formally commenced the review, whichever is earlier.

16.6 If the Head of the State Service approves the intention to promote without advertising, the Head of Agency is to notify that intention in the Tasmanian Government Gazette (the Gazette), and allow 14 days for any aggrieved employee to make application to the Tasmanian Industrial Commission for a review of the intention to promote without advertising [Section 50(1)(b) of the Act].

16.7 If an employee makes application to the Tasmanian Industrial Commission for a review and that application is determined in favour of the applicant, the duties are to be advertised in accordance with Clause 6 of this Direction.

16.8 If the Tasmanian Industrial Commission dismisses the application the nominee is promoted and the promotion is to be notified in the Gazette.

16.9 If no employee makes application to the Tasmanian Industrial Commission within 14 days for a review of the intention, the nominee is promoted and the promotion is to be notified in the Gazette.

16.10 For the purposes of this Clause, an employee may not be promoted to General Stream Band 9, General Stream Band 10 or Professional Stream Band 6 without advertising.

17. Probation

17.1 Probation is to be applied in relation to the appointment of a person as a permanent employee to the State Service [Section 37(6) of the Act].

17.2 With the exception of the variations listed in Attachment 1 to this Direction, the period of probation for permanent employees on appointment will be at the Head of Agency's discretion but must be a minimum of one month and no more than six months from the date of appointment.

17.3 The Employer may reissue Attachment 1 from time to time without the need to reissue this Employment Direction in full.

17.4 Where an employee on probation is absent from duty on approved leave or workers compensation, the Head of Agency may determine that the absence does not form part of the employee's period of probation and extend the employee's probation accordingly.

17.5 At the end of the period of probation the Head of Agency shall:

a. confirm the appointment at level; or

b. terminate the appointment in accordance with Section 44(3) of the Act.

17.6 A Head of Agency may permanently appoint a person without probation where:

- immediately before appointment the person was a fixed-term employee for a period of more than six months in the same agency at the same or a higher classification and all aspects of their performance has been assessed as satisfactory; or

- the appointment to be made is to a person who holds another permanent appointment where a probation period has already been completed and that appointment confirmed in accordance with Clause 17.5(a).

18. Secondment of a Person or Employee

18.1 The Head of the State Service may, if he or she considers it in the public interest to do so and with the agreement of the Head of Agency, the organisation and the employee, make arrangements for:

a. a person who is not an employee to undertake duties in their Agency (referred to as a secondment into the State Service) [Section 46(1)(a) of the Act]; and/or

b. an employee to undertake duties with an organisation that is not an Agency (referred to as a secondment out of the State Service) [Section 46(1)(b) of the Act].

18.2 A secondment into or out of the State Service is to be:

- for a specified term or for the duration of a specified task; and
- by secondment arrangement in accordance with Section 46 of the Act.

18.3 For each proposed secondment the Head of Agency is to provide the Head of the State Service with a statement as to why that secondment is in the public interest.

18.4 The Head of Agency is to have the proposed terms of the arrangement signed by all parties before forwarding the arrangement to the Head of the State Service for signature. This process must be completed prior to the secondee commencing the secondment. The Head of the State Service is unable to make a retrospective secondment arrangement.

18.5 To enable the Head of the State Service to make the secondment arrangement into the State Service, there needs to be a written agreement between the Head of Agency and the Chief Executive Officer or Authorised Officer of the outside organisation (where

relevant), covering the terms and conditions outlined in the '*Secondment of a person who is not an employee into the State Service'* document, available at the State Service Management Office website (www.ssmo.tas.gov.au).

18.6 Persons who are seconded into the State Service are, during the period of their secondment, considered to be employees for the purposes of Section 9 of the Act (Code of Conduct).

18.7 To enable the Head of the State Service to make the secondment arrangement out of the State Service, there needs to be a written agreement between the Head of Agency and the Chief Executive Officer or Authorised Officer of the receiving organisation, covering the terms and conditions outlined in the '*Secondment of an employee to an organisation outside the State Service'* document, available at the State Service Management Office website (www.ssmo.tas.gov.au).

18.8 In respect of a secondment arrangement for an employee under Section 46(1)(b) of the Act, the terms of the arrangement must clearly state the name of the Award/Agreement and the classification level that the employee will return to within the Agency at the conclusion of the secondment arrangement.

19. Review

This Direction will be reviewed by 31 August 2025.

Attachment 1 -SPECIAL PROBATIONARY ARRANGEMENTS

[Section 37(6) of the Act]

OCCUPATIONAL GROUPS	PERIOD
Employees appointed to a classification contained in the Custodial Officers Award or successor agreement or award unless previously employed in a permanent capacity in a similar establishment or institution elsewhere.	12 months
Employees appointed to Teacher classifications under the Teaching Service (Tasmanian Public Service) Award or the Post Year 10 Teaching Staff Award.	12 months
Employees appointed to Pharmacy Intern positions under the Allied Health Professionals Agreement at AHP level 1-2. Appointment confirmation is subject to receiving general registration with the Pharmacy Board of Australia.	15 months
Employees appointed to Graduate Nurse positions at Registered Nurse level 1 under the Nursing and Midwives (Tasmanian State Service) Agreement in the Department of Health. Appointment confirmation subject to successful completion of the Department of Health's Transition to Practice Program	12 months
Employees holding provisional registration with the Psychology Board of Australia appointed to AHP level 1-2 positions classified under the Allied Health Professionals Agreement in the Department of Health. Appointment confirmation is subject to receiving general registration with the Psychology Board of Australia.	15 months
Quarantine Officer – Dog Handler: Appointment confirmation is subject to the possession of, or successful completion of, a Dog Handler's Certificate issued by the National Trainer (Quarantine Detector Dog Teams).	