

Central Adelaide Local Health Network

# GENDER EQUALITY & RESPECT ACTION PLAN 2019-22



Government  
of South Australia

**Health**

Central Adelaide  
Local Health Network

# Welcome from Matthew McInnes



The Central Adelaide Local Health Network (CALHN) is one of the largest agencies in South Australia with more than 14,000 staff working across our healthcare services.

With this comes the responsibility to ensure we're doing our part in creating a safe environment, free from all forms of violence and disrespect - regardless of gender.

Evidence shows overwhelmingly that women experience domestic and family violence at higher rates than men, both in Australia and around the world. Domestic and family violence can impact a person's safety, wellbeing, attendance and performance at work.

We can reduce violence against women in Australia by increasing gender equality in every aspect of our lives. Organisational structures, norms and practices can either challenge or reinforce gender equality and it is up to us to create a workplace environment where everyone feels safe, respected, valued and equal. As our Chief Executive Officer, Lesley Dwyer, would say, 'if not us, then who...?'

We are in the 'business' of care and this not only extends to our patients, consumers and their family members or carers, but also to ourselves. Workplaces have a critical role to play in creating the necessary cultural change to stop violence against women, both inside and outside the workplace.

CALHN is working to renew our culture and become a workplace of choice. The CALHN Gender Equality and Respect Action Plan aligns to our organisational priorities and builds on the substantial work already undertaken as part of the White Ribbon Australia Workplace Accreditation program.

I would like to acknowledge the CALHN Workplace Equality and Respect Implementation Working Group for their dedication and the significant work that has been undertaken in preparing this document. I would also like to thank all of those who have been involved in what was previously the CALHN White Ribbon Implementation Committee, including our representatives, champions and advisors.

I am looking forward to building on the past successes as we work towards embedding a culture of respect, equality and zero tolerance of violence in everything that we do. We have a long journey ahead, however I am confident that we are on the right path, and with your support we will get there.

## **Matthew McInnes**

Chair and Executive Sponsor, Workplace Equality and Respect Implementation Working Group  
Executive Director, Allied Health and Strategic Integration and Partnerships  
Central Adelaide Local Health Network

# Workplace equality and respect

All forms of violence – in homes, communities and workplaces – are unacceptable, regardless of gender. However, evidence shows overwhelmingly that women experience domestic and family violence at higher rates, both in Australia and around the world.

On average, one Australian woman is murdered by her current or former partner each week. This is a serious, prevalent and preventable issue. Workplaces have a critical role to play in creating the necessary cultural change to stop violence against women, both inside and outside the workplace.

To drive these outcomes, the South Australian Government's Senior management Council has committed \$750,000 over three years to the whole-of-government Workplace Equality and Respect (WER) Project to be implemented between January 2018 and January 2021. The project is led by the Equal Opportunity Commission (EOC) and involves 23 participating State Government agencies.

The WER project is a key part of the State Government's efforts to prevent violence against women. It aims to promote women's equal participation in the workforce, respectful relationships between men and women in the workplace, breaking down of harmful stereotypes about men's and women's roles at work and in society, and promote flexible work arrangements for men and women.

It is a long-term cultural change initiative that aims to prevent violence against women by addressing, through the workplace, the underlying drivers or causes of gendered violence. It aims to equip participating South Australian Public Sector agencies with the tools, knowledge and capacity to apply best practice approaches to workplace gender equality and respect in the prevention of violence against women.

Reflecting the underlying causes of violence against women, the WER project key focus areas are:

- > Improving workplace gender equality, for example ensuring gender equality in recruitment, remuneration and promotion, and utilisation of flexible work.
- > Promoting safe and respectful workplace cultures that address the social norms and practices that underpin violence against women, for example avoiding rigid gender roles and stereotypes, and words and actions that condone violence against women.
- > Improving capacity within agencies for staff to recognise and respond appropriately to violence against women, including domestic and family violence.

The WER project builds on significant work already undertaken across State Government as all participating agencies have previously been accredited with White Ribbon Australia, under the Taking a Stand Domestic Violence policy (2014). It has a strong focus on building accountability through alignment with external standards and benchmarks, in particular, Our Watch Workplace Equality and Respect Standards, Workplace Gender Equality Agency Gender Equality Indicators and the relevant workplace accreditation Program Standards and Criteria.

All participating agencies will seek reaccreditation with White Ribbon in June 2020.

# CALHN's commitment

The CALHN Gender Equality and Respect (GERAP) Action Plan has been developed by our Workplace Equality and Respect Implementation Working Group to ensure an effective approach to gender equality, workplace respect and prevention of all forms of violence at every level of the organisation.

The plan dovetails into the overarching whole-of government Diversity and Inclusion Strategy.

It also has strong links with the SA Health Gender Equality and Diversity Strategic Directions 2019-2022.

The working group completed a self-assessment tool to reflect on our current position including our practices and processes, and this information contributed to the development of our action plan.

Our action plan is based on five key principles:

- Principle 1 Violence against women is gendered
- Principle 2 Violence against women is preventable
- Principle 3 Gender inequality is a key driver of violence against women
- Principle 4 Workplaces are key sites for primary prevention
- Principle 5 All staff are responsible for the health and safety of others

The CALHN GERAP plan has been established around the 5 Our Watch National Workplace Equality and Respect Standards:

1. Commitment: secure the commitment of leaders and staff
2. Conditions: ensure conditions support gender equality
3. Culture: reject sexist and discriminatory culture
4. Support: support staff and stakeholders who experience violence
5. Core Business: integrate gender equality into your core business

Leadership, strategy and culture are the elements highlighted in the plan as we aspire to truly embed a positive culture with workplace equality and respect.



# Key actions

To drive outcomes and embed a positive culture with workplace equality and respect, we will focus on the following actions:

## ▶ Commitment



- > Promote gender equality in our strategies, policies and procedures.
- > Understand the drivers of violence against women.
- > Promote a culture of inclusion and respect that supports gender equality and prevention of violence against women.

## ▶ Conditions



- > Implement deliberate strategies to recruit, train, mentor and retain women in leadership roles.
- > Promote and celebrate women's leadership and achievements.
- > Promote and support flexible work arrangements for men and women in the workplace.
- > Have transparent practices that uphold our commitment to gender equality in recruitment, professional development and career progression.

## ▶ Culture



- > Include proactive measures to address gender inequality in policies and procedures.
- > Demonstrate respectful behaviour and support equal relationships between men and women in the workplace.
- > Promote the SA Health respectful behaviours policy to ensure staff challenge barriers to gender equality and diversity and manage disrespectful behaviours.

## ▶ Support



- > Have clear policies and procedures to provide appropriate support for staff that experience violence; and make sure employees do not use workplace resources to commit any act of violence.

## ▶ Our business



- > Integrate key actions to promote gender equality into our core business and our engagement with the community reflects our commitment to gender equality and prevention of violence against women.

# Strategic priorities

The CALHN Workplace Equality and Respect Implementation Working Group will focus on the following priorities:



## Promotion and awareness

Develop an overarching communications framework to raise awareness with staff about CALHN's role in preventing violence against women and the importance of gender equality and diversity in the workplace.



## Equality in action

Develop and implement strategies that support gender equality, respect and diversity.



## Access to information and support

Strengthen staff knowledge and awareness through leadership support and training opportunities.

Provide education about the support services that are available for people experiencing issues such as domestic and family violence or disrespectful behaviours in the workplace.



## Enabling a culture of diversity, inclusion and workplace respect

Promote and enable a culture of respect for all employees, consumers and members of the community.

# What have we achieved so far?

In 2015, the State Government embarked on a partnership with White Ribbon Australia to prevent and respond to all forms of violence and abuse by having all government departments accredited as a White Ribbon Workplace.

CALHN undertook an application to achieve accreditation in November 2015 and were accredited in May 2017.

A White Ribbon Implementation Committee was established with representation from the major directorates and sites across CALHN. The committee met monthly to review and monitor progress against the operational plan and identify and implement opportunities as they arose.

In 2018 the committee expanded, with a number of new representatives and the creation of White Ribbon Champion and Advisor roles to help support, guide and implement the standards into our organisation.

With the introduction of the Workplace Equality and Respect Project, the committee is now referred to as the CALHN Workplace Equality Respect Working Group and will continue to build on the substantial work already undertaken to achieve White Ribbon Australia Workplace Accreditation.

Since accreditation, CALHN's commitment to ending violence against women has been demonstrated by many achievements, some of which include:

- > Internal Operational Wide Instruction (OWI) policy, providing clear directions for CALHN employees in regards to dealing with or disclosure of domestic or family violence.
- > Face to face and online domestic violence training for senior executives and managers.
- > A flexible workplace OWI and promotion of this through corporate orientation and communication briefing for staff provided biannually.
- > Domestic violence leave provision implemented.
- > Commitment to White Ribbon principles included in role descriptions.
- > Internal and external communications strategy, providing resources and information on the CALHN Intranet and via CALHN updates, bulletins, digital screens etc.
- > Recognition of White Ribbon Day events across various CALHN sites including the Royal Adelaide Hospital, The Queen Elizabeth Hospital, Hampstead Rehabilitation Centre, Glenside Mental Health Service and SA Dental Service.
- > Vicky Welgraven former White Ribbon Advocate continues to provide domestic violence training across CALHN.
- > CALHN Wellness Service has set up a display with information about support for domestic violence for patients, staff and public in the Wellness Centre and across RAH public areas.

# How can I get involved or find out more?

To get in touch with the CALHN Workplace Equality Respect Working Group, please contact [nancy.hermsen@sa.gov.au](mailto:nancy.hermsen@sa.gov.au) or [vicky.welgraven@sa.gov.au](mailto:vicky.welgraven@sa.gov.au)

## Domestic and family violence training

As part of CALHN's commitment to ending all forms of violence and abuse, employees at all levels are encouraged to complete the White Ribbon Training Package available on [Learning Central](#). Employees in influential leadership roles, such as senior managers and executives, are strongly encouraged to complete all three modules of online training.

This training program is designed to enhance your understanding of the issue by providing practical tips in preventing, recognising and responding to violence within the workplace and in personal life. The training has been adopted across the whole of the public sector to drive social change and promote safe and respectful workplaces.

## CALHN Intranet

A range of resources and information is available on the CALHN Intranet, providing employees and managers with guidance and support when experiencing issues such as domestic and family violence. Visit the '[Domestic and family violence support in the workplace – CALHN](#)' page.

## Support

If you are experiencing domestic or family violence, you are encouraged to speak to your manager or workforce representative so that support, leave and/or changes in working arrangements can be organised if needed to keep you safe. You may ask a trusted work colleague to seek initial advice for you or to go with you as a support.

These conversations will be confidential and this information will not be kept on your personnel file.

Family and friends can be supportive, but sometimes they don't understand the seriousness. If you have any concerns, you can contact a counselling service to talk, or just to get information on what you can do. They won't judge you and they treat all forms of abuse seriously. They'll respect your choices, including whether you leave or stay with your partner.

- > Employee Assistance Program (EAP) - [www.accessprograms.com.au](http://www.accessprograms.com.au)
- > 1800RESPECT – 1800 737 732
- > Women's Crisis Line - 1800 811 811
- > Men's Referral Service - 1300 766 491
- > Lifeline (24 hour crisis line) - 131 114
- > Relationships Australia - 1300 364 277
- > Domestic Violence and Aboriginal Family Violence Gateway – 1800 800 098

## Websites

- > Our Watch Australia - [www.ourwatch.org.au](http://www.ourwatch.org.au)



# CALHN Gender Equality and Respect Action Plan

**Organisation:** Central Adelaide Local Health Network  
Matthew McInnes, Executive Director, Allied Health and Strategic Integration and Partnerships, Central Adelaide Local Health Network

**Person Responsible:** Executive Sponsor of Workplace Equality and Respect Committee

**Completion Date:** July 2019

**Review Date:** April 2020

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**Principle 1** Violence against women is gendered

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**Principle 2** Violence against women is preventable

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**Principle 3** Gender inequality is a key driver of violence against women

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**Principle 4** Workplaces are key sites for primary prevention

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**Principle 5** All staff are responsible for the health and safety of others

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This Action Plan has been developed taking into consideration evidence about gender equality and its links to violence against women. The CALHN Workplace Equality and Respect Working Group is responsible for the development and implementation of this Plan and consists of representatives from the following areas:

- Human Resources
- Organisational Development
- Clinical units
- Communications and Media
- Centre for Creativity and wellbeing
- Executive

*The CALHN Gender Equality and Respect Action Plan (GERAP) has been specifically developed to 'dovetail' into the overarching, whole-of-government Diversity and Inclusion Strategy which is pending.*

*This is a 12 month Action Plan with quarterly reviews undertaken by Workplace Equality and Respect (WER) Implementation Working Group. Final review against measures will be conducted on March 2020.*

*The CALHN GERAP links with the SA Health Draft Gender Equality and Diversity (GED) Strategic Directions 2019-22.*

Approved by Executive (print name) LESLEY DWYER

Signature



Date 26/6/2019

National WER standard	Key focus areas	Planned activities	Responsibility	Measure of success	Resource/s required	Reference to WR criterion
<b>COMMITMENT</b>	Leadership Statement	CALHN Executive and senior management consistently demonstrate a commitment to preventing violence against women.	Office of the Chief Executive	Measures listed below are undertaken.		
CALHN promotes gender equity in our strategies, policies and procedures	Strategy	<p>CALHN Executive and senior management undertake refresher training on the drivers of violence against women and the importance of workplace contribution to preventing violence against women and promoting gender equality.</p> <p>New CALHN Executive and senior management undertake training on the drivers of violence against women and the importance of workplace contribution to preventing violence against women and promoting gender equality.</p> <p>CALHN Executive and senior management develop and endorse public statements and policies that promote a culture of inclusion and respect which supports gender equality and prevention of violence towards women.</p> <p>CALHN Executive and senior management explicitly endorse behaviours that promote respect and gender equality and the importance of preventing violence against women in external and internal communications at least twice a year. This includes on occasions such as White Ribbon Day and International Women's Day.</p> <p>CALHN Executive and senior management support the development and implementation of internal digital/tele screen (electronic displays) communications throughout CALHN health services.</p>	CALHN Executive, senior management and Communications team	<p>Strategy in place to target Executive, HR managers and the new CALHN program leads for refresher face to face training.</p> <p>Relevant new managers nominated for face to face training by Program Leads.</p> <p>Senior management up take and completion of the online WR Domestic of Family Violence (DFV) training increases from 20% to 50%.</p> <p>Evidence of statements and relevant policies (OWI) on the CALHN intranet and via CALHN communication updates relating to White Ribbon accreditation, launch of the CALHN GERAP and White Ribbon Day and International Women's Day.</p> <p>Evidence of communication statements relating to White Ribbon and CALHN GERAP communications i.e. intranet, electronic displays, role descriptions, staff signature block, communications from Lesley Dwyer (CEO) and the CALHN update.</p>	<p>Domestic, Family and Sexual violence: Responding to staff disclosure training.</p> <p>Funds to run at least 1 new and 1 review workshop (total of 50 participants \$1650).</p> <p>Communications team time</p>	1.1, 1.2, 1.3, 1.4, 1.5, 1.6, 2.2,

National WER standard	Key focus areas	Planned activities	Responsibility	Measure of success	Resource/s required	Reference to WR criterion
	Culture statement	CALHN promote the need for all staff to be respectful and accountable for consistently promoting gender equality and inclusion in all communications, organisation plans and activities.	CALHN Executive, senior management and Communications team			
<b>Achievements since accreditation:</b>	<ul style="list-style-type: none"> <li>&gt; Appointment of White Ribbon Advocate Vicky Welgraven, Senior Project Officer, CALHN appointed in October 2017 by White Ribbon Australia.</li> <li>&gt; CALHN Executive and senior managers have undertaken training on the drivers of violence against women and the importance of workplace contribution to preventing violence against women and promoting gender equality.</li> <li>&gt; Since accreditation, CALHN has demonstrated its commitment to 'ending men's violence against women' by hosting White Ribbon Day events in 2017, 2018 at various sites such as RAH, TQEH, Glenside and Hampstead and will continue to do so in the near future. White Ribbon Day events are promoted in the CALHN communications updates to staff.</li> <li>&gt; A commitment to White Ribbon principles included in role descriptions (SA Health has a position of zero tolerance towards men's violence against women in the workplace and the broader community. In accordance with this, the incumbent must at all times act in a manner that is nonthreatening, courteous, and respectful and will comply with any instructions , policies, procedures or guidelines issued by SA Health regarding acceptable workplace behaviour).</li> <li>&gt; White Ribbon Advocate continues to provide White Ribbon Training to Enrolled Nurses at EN study days at RAH, TQEH and Hampstead .</li> <li>&gt; White Ribbon Training modules are on CALHN learning central and have been promoted to staff to undertake.</li> <li>&gt; White Ribbon Intranet page - for staff to access on CALHN Intranet.</li> <li>&gt; CALHN has an internal Operational Wide Instruction (OWI) policy providing clear directions for CALHN employees in regard to dealing with or disclosure of Domestic or Family Violence (DFV).</li> <li>&gt; CALHN is committed to its partnership with the Equal Opportunity Commission and the Workplace Equality Respect project by enabling staff to participate in Workplace Equality and Respect Implementation Working Group.</li> <li>&gt; Training for CALHN Executive, managers and staff provided by Kristina Birchmore Manager of Women's Safety Strategy.</li> <li>&gt; RAH Wellness Centre has a domestic violence and support information section for patients, staff and public to access.</li> <li>&gt; White Ribbon brochure - Making women's safety a man's issue too, is distributed on a regular basis throughout for staff in staff hubs in the Royal Adelaide Hospital.</li> <li>&gt; CALHN Whistleblower Hotline was launched in November 2018 to empower staff to play an active role in speaking out and not walking past disrespectful and unethical behaviours. This may include any illegal conduct, unsafe behaviour, harassment and bullying.</li> </ul>					

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National WER standard	Key focus areas	Planned activities	Responsibility	Measure of success	Resource/s required	Reference to WR criterion
<b>CONDITIONS</b>	Leadership statement	CALHN has structural support for women's leadership, including the provision of leadership opportunities for part time staff; and male and female leaders model the use of flexible work options.	Executive Director Workforce Management and Reform	Measures listed below are undertaken.		
<p>CALHN implements deliberate strategies to recruit, train, mentor and retain women in leadership roles</p> <p>CALHN make efforts to give staff access to flexible work options and family carer leave</p>	Strategy	<p>CALHN publications and events celebrate and make women's leadership visible within CALHN and the health sector.</p> <p>CALHN inform/educate staff on workplace flexibility, including leave entitlements for both men and women, via corporate orientation programs, and information leaflets on how to contact HR for support available at orientation and on the CALHN White Ribbon and HR intranet page.</p> <p>Explore the ability of CALHN Executive, and senior management to attend the 2020 Women in Leadership events held by Committee for Economic Development of Australia.</p>	Executive Director Workforce Management and Reform and Communications team	<p>Publications/records of events celebrating leadership achievements of staff.</p> <p>Evidence of communication of flexible work entitlements to staff i.e. orientation handout and embedded on the Staff WR and HR intranet page.</p> <p>Evidence of Executive and senior management attendance at 2020 Women in Leadership events held by Committee for Economic Development of Australia.</p>	WER Working Group time	1.3, 1.4, 1.2.1 6, 2.2,2.3 , 2.4
		<p>CALHN formal instructions, guidelines and training are in place to ensure recruitment processes and appointment decisions are in line with the guidelines of the commission for public sector employment.</p> <p>CALHN provides flexible work options for all staff that includes leave to cover care responsibilities by ensuring managers are aware and understand staff entitlements.</p> <p>CALHN provides support for breastfeeding mothers at work by providing appropriate facilities to enable breastfeeding or expressing. CALHN provides parenting rooms for both men and women.</p>	Executive Director Workforce Management and Reform and Communications team	<p>Evidenced of procedures and guides for recruitment processes, and outcomes of grievances raised relating to gender equality.</p> <p>Information session for managers on flexible work entitlements for staff and to showcase executive and men's uptake of flexible work arrangements. Statement on flexible work arrangements on role descriptions considered.</p> <p>Evidence of facilities and polices to support breastfeeding and change room facilities for parents.</p>	Communications team time	1.6, 2.1, 2.2, 2.3, 2.4

National WER standard	Key focus areas	Planned activities	Responsibility	Measure of success	Resource/s required	Reference to WR criterion
	Culture statement	CALHN promotes and supports flexible working arrangements and family care leave for both men and women. Our workplace considers feasibility of initiatives that facilitate job share arrangements to support flexible work arrangements when possible and appropriate.	Executive Director Workforce Management and Reform and Communications team			
		CALHN has transparent practices to help uphold commitments to gender equality in recruitment, professional development and career progression.	Executive Director Workforce Management and Reform and Communications team			
<b>Achievements since accreditation:</b>	<ul style="list-style-type: none"> <li>&gt; CALHN publications of women succeeding in taking on leadership roles i.e. SA Health Awards.</li> <li>&gt; Flexibility in work place OWI and promotion of this through corporate orientation and communication briefing for staff.</li> <li>&gt; Liaised with SA Health (Chief Allied Health and Scientific Health Office) regarding a collaborative and consistent approach to gender equality and diversity issues.</li> <li>&gt; CALHN has in place recruitment processes that abide by the HR rules for gender equality representation on interview panels where and whenever possible.</li> </ul>					

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National WER standard	Key focus areas	Planned activities	Responsibility	Measure of success	Resource/s required	Reference to WR criterion
<b>CULTURE</b>	Leadership statement	CALHN Executive and senior management will model respectful and equal relationships between men and women in the workplace.	CALHN Executive and senior management	Measures listed below are undertaken.		
CALHN policies and procedures include proactive measures to address gender inequality	Strategy	CALHN senior managers complete mandatory White Ribbon training and understand their obligations to meet current legislative requirements.	CALHN Executive and senior management	Percentage of WR module training undertaken increases to 50%. Senior managers attend face to face training.	Resources to cover cost of face to face training	1.6, 2.3, 2.4
		<p>CALHN continues to include the following items in the corporate induction program:</p> <ul style="list-style-type: none"> <li>&gt; The SA Health Respectful Behaviour Policy Directive and policy guideline by clearly outlining the responsibilities and expected standards of behaviours of CALHN staff and what to do to manage disrespectful behaviour.</li> <li>&gt; CALHN's responsibility and commitment to gender equality and diversity including a clear statement of CALHN's commitment to gender equality and prevention of violence against women.</li> <li>&gt; Clear description of what constitutes unacceptable language, jokes, comments and images and including reference to Our Watch resources- i.e. Doing nothing causes harm campaign on the WR intranet page.</li> </ul> <p>Explore when and how to deliver Bystander training for staff, so they have the tools to feel confident in addressing harmful and abusive behaviour as part of the response to the Whistleblowers hotline. This is in line with the CEO's motto '<i>If not us, then who.....?</i>'</p> <p>CALHN supports Public Sector Code of Conduct and undertakes the process for dealing with procedural breaches related to unprofessional behaviours including violence against women.</p>	Executive Director Workforce Management and Reform Learning and Development team	<p>Evidence of the policies being introduced at the corporate orientation along with management of disrespectful behaviour.</p> <p>Training delivered by White Ribbon Advocate to Enrolled Nurses.</p> <p>OCPSE Code of Conduct booklet is provided to staff at orientation.</p> <p>CALHN implements Our Watch resources to highlight the need to act.</p> <p>Addition of Bystander videos to staff, WR resources page, information on the consequence of breaches in place in relevant OWI/Policies and Code of Ethics.</p>	Resourcing in to running Bystander training for CALHN staff	2.1, 2.2, 2.3, 2.4 3.1, 3.2, 3.3

National WER standard	Key focus areas	Planned activities	Responsibility	Measure of success	Resource/s required	Reference to WR criterion
	Culture statement	CALHN staff understand the importance of promoting gender equality and know they will be supported to challenge barriers to gender equality and diversity.	All CALHN staff, students and volunteers			
<b>Achievements since accreditation:</b>	<ul style="list-style-type: none"> <li>&gt; SA Health Respectful Behaviours Policy, SA Health Guidelines for managing disrespectful behaviour are supported by CALHN and staff are asked to abide by these policies.</li> <li>&gt; CALHN The Management of Domestic and Family Violence OWI developed and implemented.</li> <li>&gt; CALHN White Ribbon staff Intranet page developed and implemented.</li> <li>&gt; CALHN White Ribbon Project implementation working group established and meeting monthly.</li> <li>&gt; Links to SA Health Gender Equitably and Diversity (GED) Strategic Directions and Implementation team.</li> <li>&gt; Strong cultural message of zero tolerance for discrimination, unacceptable behaviour and violence.</li> <li>&gt; CALHN has a Work Health Safety Learning System (SLS) in place for staff to report incident on work related harassment and bullying, and includes the option to state if the worker was subjected for sexual violence/behaviour. The SLS requires response from the relevant manager/supervisors to respond to staff incidents and utilise the appropriate resources OWI and manager training and staff information to support and direct workers to (i.e. EAP).</li> <li>&gt; HR performance management processes for staff that demonstrate unacceptable behaviour.</li> <li>&gt; The CALHN Whistleblower Hotline was launched in November 2018 to empower staff to play an active role in speaking out and not walking past disrespectful and unethical behaviours. This may include any illegal conduct, unsafe behaviour, harassment and bullying. The Whistleblower Hotline enables all CALHN staff to report, in good faith, suspected misconduct or disrespectful behaviours via telephone, email, internet, fax or mail to an independent organisation.</li> </ul>					

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National WER standard	Key focus areas	Planned activities	Responsibility	Measure of success	Resource/s required	Reference to WR criterion
<b>SUPPORT</b>	Leadership statement	Our leaders consistently reject any form of violence or harassment, within or outside the workplace	CALHN Executive	Measures listed below are undertaken		
CALHN has clear policies and procedures to provide appropriate support for staff that experience violence; and we make sure employees do not use workplace resources to commit any act of violence.	Strategy	<p>Senior Executive and senior managers take/create opportunities to speak publicly and with stakeholders rejecting any form of violence or harassment.</p> <p>CALHN will regularly review policies and procedures (OWI) that articulate workplace responsibilities to support staff wellbeing alongside those supporting staff experiencing family and domestic violence, bullying or harassment in the workplace.</p> <p>Review CALHN DFV policies and update safety plan, risk assessment tools in line with leading practice such as the “ask, assess and respond” as has been implemented by the WCHN.</p> <p>CALHN will support staff to participate in the audit to be undertaken by EOC to look at what is in place to respond to employee who perpetrate DFV</p> <p>CALHN will disseminate information about services and resources for employees who are concerned about their use or potential use of violence</p> <p>CALHN permits additional leave for staff experiencing family violence in line with the Office of the Public Sector Commissioner standard and CALHN The Management of DFV policy. Relevant information will be linked to the CALHN WR intranet page, which is located in staff resources, and communicated at staff cooperate orientation.</p>	CALHN Executive	<p>Refer to the strategies for Executive and senior management under “Commitment”.</p> <p>CALHN Domestic and Family Violence OWI (Policy) reviewed and updated.</p> <p>Evidence of audit participation.</p> <p>Inclusion in the updated CALHN Domestic and Family Violence OWI.</p> <p>Link the CALHN OWI Management of Domestic and Family Violence and staff information relating to this at orientation.</p>	Communications team time	1.3, 1.4 , 2.1 2.3, 2.4, , 2.6, 3.1, 3.2



National WER standard	Key focus areas	Planned activities	Responsibility	Measure of success	Resource/s required	Reference to WR criterion
		<p>CALHN has policies and procedures developed and promoted and sent to staff to ensure they know that it is not permissible to use any workplace resources (i.e. phones, emails, time etc). for violence against women.</p> <p>Referral processes are in place to refer staff to services that specialise in responding to women experiencing violence, and managers and HR are aware of the process and policy.</p> <p>CALHN ensures there is a succession plan to have appropriately trained staff within CALHN e.g. WR Advocates/Ambassadors OD consultants, peer support works and other internal supports.</p>		<p>Evidence of ICT providing a link to these policies (relating to inappropriate use of work place equipment, ICT and use of social media) as part of their welcome pack for new staff.</p> <p>Management of Domestic and Family Violence OWI and staff information relating to this located on the CALHN White Ribbon intranet page. Evidence of EAP promotion and reporting. Evidence of agreement with EAP agencies that includes ability in responding to women experiencing violence.</p> <p>Sustainability measures in place for White Ribbon Advocates being able to present to EN study days across the CALHN services.</p>		
	Culture	CALHN has the partnerships, systems and trained staff to respond promptly and appropriately to complaints and claims about violence and sexual harassment.	Executive Director Workforce Management and Reform			
<b>Achievements since accreditation:</b>	<ul style="list-style-type: none"> <li>&gt; Domestic Violence leave provision implemented and documented in the CALHN Management of Domestic and Family Violence OWI.</li> <li>&gt; SA Health Respectful Behaviours Policy guideline and guideline to managing dis-respectful behaviour has been sent to AH Directorate staff and AH Directors in March 2018.</li> <li>&gt; CALHN has available an Employee Assistance Program (EAP) staffed by professionals with experience in dealing with bullying, sexual harassment and domestic and family violence policy.</li> <li>&gt; Electronic Communications Policy refers to Internet, Intranet and Email specifications (linked to the ICT Security Policy) that provide specific information relating to inappropriate use of workplace ICT with respect to offensive material, harassment and defamation.</li> </ul>					

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National WER standard	Key focus areas	Planned activities	Responsibility	Measure of success	Resource/s required	Reference to WR criterion
<b>OUR BUSINESS</b>	Leadership Statement	CALHN Executive and senior management effectively use our work and public profile to demonstrate equality and the prevent of violence against women.	CALHN Executive	Built into recovery plan.		
CALHN integrate key actions to promote gender equality into our core business and our engagement with the community reflects our commitment to gender equality and prevention of violence against women.	Strategy	Prevention of violence against women and gender equality are promoted by leaders through public statement on the CALHN intranet, website and in public forums.	CALHN Executive	Refer to the strategies for Executive and senior management under Commitment.	Communications team time	1.3
		CALHN WER Implementation Working Group regularly reviews industry-specific guidance and engages with community to identify and ensure allocation of resources to support gender equality and prevention of violence against women.	CALHN Executive	Evidence of CALHN WER Implementation Working group meetings. Evidence of communication with the CALHN community.	WER Implementation Working Group and Communications team time	1.2, 3.3
		CALHN communications and advertising guidelines explicitly promote gender neutral advertising, inclusive of all genders i.e. pictures of male nurses and female medical officers.	Communications team	Evidence of CALHN WER Communication plan and guidelines that promote gender neutral advertising.	WER Implementation Working Group and Communications team time	1.3, 1.4
		CALHN schedules events, with specialists in gender equality and prevention of violence against women, to engage with stakeholders. CALHN website and intranet is used as a platform to share information on gender equality and prevention of violence against women.	CALHN WER Project Working Group and Communications team	Evidence of an events calendar relating to White Ribbon and Workplace Equity and Respect , with at least 2 White Ribbon related activities per year.	WER Implementation Working Group and Communications team time	1.1
		CALHN code of conduct and consumer rights and responsibilities reflect a commitment to gender equality and the prevention of violence against women and the mechanism/process for formally addressing staff/ customers complaints.		Evidence of code of conduct available to staff and consumer rights and responsibilities information being available to patients, their carers and families.	Communications team time	1.4

National WER standard	Key focus areas	Planned activities	Responsibility	Measure of success	Resource/s required	Reference to WR criterion
	Culture statement	CALHN stakeholder engagement in activities, public statements and external communications reflect our commitment to promoting gender equality, rejecting sexism and challenging attitudes that justify, minimise, trivialize or excuse violence against women.	CALHN Executive			
<b>Achievements since accreditation:</b>	<ul style="list-style-type: none"> <li>&gt; Staff Member of CALHN on the Our Watch Board</li> <li>&gt; Communication with CALHN White Ribbon Advisors to assess suitability of the content of a display relating to domestic and family violence with in a public health service area. Their input has enabled a CALHN specific graphics that takes into account the sensitivity raised by the advisors.</li> </ul>					

Notes:



For more information

**Workplace Equality and Respect**  
**Central Adelaide Local Health Network**



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