



Update number 4 (July 2019) - NZNO / DHB Pay Equity Claim

We are now able to report significant progress on our NZNO / DHB Pay Equity claim journey. As we have indicated in previous updates the “set-up” phase of this process is complicated and has taken longer than any of the parties expected.

In summary we are able to report that:

- Our teams (nursing and midwifery delegates and NZNO staff) have completed the orientation training and work assessment interview training.
- We have agreed and confirmed the DHB sites where interviews will take place.
- Criteria for the selection of those to be interviewed has been agreed.
- Process for identifying who will be interviewed is agreed.
- We have identified how the scheduling of the interviews will be organised, including release from duty for those who will participate.
- How the process for the release of NZNO delegate interviewers will work and who covers the associated costs (e.g. payment, travel and accommodation) has been discussed and will be confirmed prior to the interviews taking place.

We have not yet formally discussed or agreed on the comparators for each of the claims, however once the member work assessments (interviews) are underway we can turn our attention to looking at these issues. We are still on track with our timeline, albeit that there is a lot of work to be done over the next few months.

Orientation and interview training

The orientation training involved representatives of all the parties to our Pay Equity Claim - the DHB, MERAS, PSA and NZNO. The purpose of the orientation training was to ensure those working directly on the claims had a consistent understanding about Pay Equity, what it is and

what it is not and understanding the difference. The history of the pay equity claim process was provided and an explanation of the assessment tools and how the factor plan works. There was also clarification of the roles and what the expectations are of those who will be completing the work assessments.

The interview training was completed over two days. This gave the interviewers a detailed insight into the assessment tool. There was an opportunity to practice interviewing techniques with the advice of technical experts on the process available in the room. Interviewers were also given an opportunity to find out how the summary role profiles will be agreed*; and how the analysis and ranking of the role profiles fits into the process. The training is intense and the need for practice prior to commencing the actual interviews was stressed.

Confirmation of Interview Sites

Reaching agreement on which DHB's the interviews will take place at has probably been one of the more complicated issues for us. We are now able to confirm that work assessment interviews related to the NZNO / DHB pay equity claim will take place in all 20 DHBs.

Scheduling of the numbers and roles to be interviewed

The gathering of information and data about the work of the claimants (NZNO members covered by the claim) and male comparators is a critical part of the pay equity process. The interviews of both the claimant and comparator roles are **one** of the key sources of information to help investigate and compare the work of both the claimant and comparator job holders. Interviews are conducted using a gender neutral questionnaire designed to draw out information to enable assessment of the work against factors.



In deciding the numbers and roles for the work assessments the parties have endeavoured to ensure that the range of roles covered by the claim will be assessed, but not all roles at all DHBs. The approach taken includes coverage of large, medium and small DHBs, tertiary, secondary and primary facilities and the makeup of communities being served by the DHBs (a mix of urban, rural, ethnicity, deprivation). The objective of the interview process is to obtain sufficient information that is representative of the work done by the claimant group to enable comparison with the appropriate comparators. The interview process is not a statistical exercise requiring a specified percentage of interviews. In the event that the initial tranche of interviews is found not to be representative of the work done by the selected claimant roles, further targeted interviews will be undertaken.

How will those to be interviewed be selected

The first step is for the role holder to meet the agreed criteria for selection eligibility which is:

- NZNO members whose roles are covered by the NZNO Pay Equity Claim
- Works at least 0.6FTE (24 hours per week)
- No cap on the length of experience, but should have held role for at least one year
- Must hold an Annual Practising Certificate without conditions
- Is a union member
- NZ trained or worked in NZ for at least 3 years

The process for interview selection on the scheduled dates at each location is:

1. The DHB prepares a list of role holders at the selected locations

2. Role holders are sent a form requesting “expressions of interest” to be interviewed and a schedule of the dates for the interviews at that location
3. Prospective interviewees confirm via return of the EOI form that (a) they meet the criteria, (b) wish to be considered for selection, (c) are available on the scheduled dates
4. A panel comprised of DHB, NZNO and either PSA or MERAS representatives will check and confirm the EOI’s meet the selection criteria
5. The number of interviewees required for the location will be then randomly selected from the confirmed list
6. Interviewees will be advised of the interview time and date by the DHB representative

The next face to face meeting of the nursing pay equity claim bipartite group is Tuesday 30 July. At this meeting the project plan will be updated and next steps discussed. Following this meeting we should be able to advise when and where the first interviews will take place.

Information about the pay equity assessment tool will be available on our Pay Equity page on the NZNO website shortly. Please keep your questions coming to the dhbpayequity@nzno.org.nz email address.

***Summary Profiles:**

Once the information gathered during the interviews is validated and confirmed the interview records are collated into a summary “job profile”. The job profiles from across all the interviews that are conducted are then reviewed with a final version of a summary job profile being agreed for progression through to the analysis process.

