

## Managing Registrar Leave During COVID-19

Increasingly, workers in primary care settings are contracting SARS-CoV-2, this includes GP registrars. With the new training term commencing, registrars may not have accrued any leave. This communique details the options of how to appropriately manage registrar leave and isolation requirements during COVID-19.



### Advance paid personal leave:

Registrars are entitled to an advance of 38 hours paid personal leave. However, due to the nature of COVID-19, extended leave arrangements may be sought by the registrar beyond these 38 hours. This is about the registrar and practice working together.

A practice may negotiate with the registrar to advance further paid personal leave, up to a cumulative total of 10 days per year or the registrar's pro rata equivalent. This is a business decision and is not obligatory. In the event that a registrar has taken un-accrued personal leave and their employment ends, the employer is entitled to withhold an amount equivalent to those hours taken. This should be agreed formally in writing prior, as Fair Work stipulates that an employer cannot deduct anything from an employee's pay without having the employee's consent to do so. This consent should therefore be sought upfront. Note that personal leave is paid at the registrar's base rate of pay and it continues to accrue whilst the registrar is on that leave.

### Grant unpaid leave:

A second option is to negotiate with the registrar to grant a period of unpaid leave. Again, this is an individual business decision, requiring understanding from both parties to the other's circumstances. It is possible to carry out combinations of the above: a registrar takes some personal leave, also takes an advance of leave, and/or takes a period of unpaid leave as well.

View details on Registrar Leave in the [NTCER](#), (pp, 4-6)

### Facilitate work-from-home:

To safely manage your workplace environment, it may be prudent to extend work-from-home solutions, including to the registrar. It is important to ensure that your registrar's work-from-home arrangements and environment, is at a minimum, as safe as the standard that normally occurs within the practice. This includes appropriate facilities, tools, resources, support, and supervision.

If this raises any concerns or queries, please contact us at [memberservices@gpsa.org.au](mailto:memberservices@gpsa.org.au)

