

Gender Impact Assessments

A Gender Impact Assessment (GIA) is an assessment framework designed to help organisations think critically about how their policies, programs and services will meet the needs of women, men and gender diverse people. Defined entities under The Act are required to undertake a GIA when developing or reviewing any policy, program or service that has a direct and significant impact on the public.

Title	Subject	Description	Status	Confirm if actions taken	Describe actions taken	Confirm intersectionality considered	Explain intersectional lens applied
<p>What is the title of the policy, program or service that was the subject of the GIA?</p> <p>Please use one row for each GIA completed. When reporting on multiple actions taken, include this information in the relevant single cell.</p>	<p>Was the subject of the GIA a policy, program or service?</p> <p>For definitions of policies, programs and services, please refer to the guidance materials at Appendix A: Glossary of terms.</p> <p>Use the drop-down menu in the cell to select your answer.</p>	<p>Provide a description of the policy, program or service subject to the GIA.</p>	<p>Was the policy, program or service new, or up for review?</p> <p>Use the drop-down menu in the cell to select your answer.</p>	<p>Were actions taken to develop or vary the policy, program or service to meet the needs of people of different genders, address gender inequality and promote gender equality as a result of the GIA?</p> <p>Use the drop-down menu in the cell to indicate whether or not actions were taken as a result of the GIA.</p>	<p>Describe the actions taken to develop or vary the policy, program or service to meet the needs of people of different genders, address gender inequality and promote gender equality.</p> <p>When reporting on multiple actions taken, include this information in one cell. You can press alt+enter to include new lines.</p>	<p>Was it considered that gender inequality may be compounded by disadvantage or discrimination that people may experience on the basis of intersectionality?</p> <p>Use the drop-down menu in the cell to select your answer.</p>	<p>Explain how an intersectional lens was applied while completing the GIA.</p> <p>If this was not done, explain why this was not practicable.</p>
Employee Health and Wellbeing Policy	Policy	The Policy is designed for all MDHS employees and staff, and fosters the health and wellbeing of the MDHS Team	For Review	Yes	<ul style="list-style-type: none"> - All of staff survey implemented and responded to in 2023 by the WISH Team. - The feedback from the survey was used to expand on the initiatives put in place in 2022-23. - Feedback on implemented initiatives is gathered and reviewed in order to make improvements. - The WISH Team meets monthly. 	Yes	We felt that females may be less likely to be able to access programs outside of ours given the race and religion of some of our team. Therefore, we felt it was important that staff could access programs during work hours, where outside of work factors can be put aside.
Smoke Free Policy	Policy	The Smoke Free Policy aims to proactively address smoking as a significant health risk for smokers and non-smokers, and thereby show public health leadership in relation to the issue of smoking.	For Review	No action taken	<ul style="list-style-type: none"> - Given legislation is directing how MDHS are to respond, there is little room for movement. - We have however considered the impacts of the directives, and provided purpose built areas for those who chose to smoke, provide free access to programs aimed at helping smokers stop smoking. - Education programs are in place, the smoke free policy is actively discussed at all induction sessions. 	Yes	Based on research, males from certain cultural backgrounds are more likely to be impacted by this policy.

Title	Subject	Description	Status	Confirm if actions taken	Describe actions taken	Confirm intersectionality considered	Explain intersectional lens applied
Attitude of Gratitude Recognition Policy	Policy	The policy outlines key principles to guide development and implementation of MDHS staff reward and recognition to improve staff morale and retention.	For Review	Yes	<p>Education, support and training for the leadership team to ensure staff recognition is sincere, meaningful and inclusive of all genders.</p> <p>Continue to engage and educate leaders at MDHS to make staff recognition and gratitude part of everyday work culture.</p> <p>Listen to staff feedback and adjust policy as needed.</p>	Yes	The policy was reviewed in the context of its impact on various diverse groups and we did not identify intersectional factors which would impact on an employee being recognised or thanked for their work.
Bereavement Policy	Policy	Policy to provide a consistent and caring response to MDHS team members experiencing bereavement and grief.	For Review	Yes	<p>Support and training for the leadership team to ensure a caring response is provided to anyone needing support in a time of bereavement.</p> <p>Listen to staff feedback and adjust policy as needed.</p>	Yes	<p>The policy includes specific mention of culturally sensitive support to be provided, for example by one of MDHS' Aboriginal Hospital Liaison Officers.</p> <p>There is also specific mention of support being provided which is appropriate for people with diverse religious beliefs</p>
Child Safe Standards Policy	Policy	The policy outlines MDHS' commitment to being a Child Safe organisation and to uphold the updated Child Safe Standards, developed to keep children and young people safe.	For Review	No action taken	This policy is directly informed by current Child Safe Standards and so the requirements are set. However, the Standards give particular mention to gender diversity in young people protected by the policy to ensure equity is upheld.	Yes	The standards in the policy include specific support for Aboriginal children and children from other culturally diverse backgrounds. Cultural safety is a high priority as a means to ensuring child safety and is a constant theme throughout the policy.
Consumer Feedback and Complaints Policy	Policy	The policy details the process for management of complaints in a fair, equitable and transparent manner, acted upon promptly and treated confidentially.	For Review	Yes	<p>Gender identity can impact how or if a complaint is made, but there is no data on the gender impact during the complaint process.</p> <p>Recommend a review to establish if gender is a barrier to a complaint being made, or if it is a factor in the handling process.</p>	Yes	The policy was reviewed in the context of its impact on various diverse groups and we did not identify intersectional factors which would impact a complaint process.

Title	Subject	Description	Status	Confirm if actions taken	Describe actions taken	Confirm intersectionality considered	Explain intersectional lens applied
Professional Presentation Policy	Policy	This policy outlines broad expectations regarding the professional image MDHS employees are required to portray and includes uniform requirements	For Review	Yes	Ensure gender neutral uniform options are provided to all staff members, without the need to specifically request it.	Yes	<p>Expand scope of policy to reference the potential needs or considerations of diverse groups.</p> <p>Cultural sensitivity and safety needs to be considered when employing people who identify as Aboriginal or Torres Strait Islander in all aspects including uniform.</p> <p>When employing someone living with a disability, extra consideration of their specific uniform needs may be required.</p> <p>Allowances may need to be considered to help people of all sexualities, cultures, religions and genders feel comfortable at work.</p> <p>Feedback mechanisms for staff to feel heard if there is an aspect of the uniform which leads to feelings of</p>
Occupational Health and Safety Policy	Policy	A policy to outline MDHS' commitment to creating a safe environment for everyone at MDHS – employees, patients and visitors	For Review	Yes	Update the policy to use inclusive terminology (remove reference to pronouns, or make them inclusive).	Yes	<p>It was identified that policy would be more inclusive if it contained references and a commitment to cultural safety, to assist with safety in the organisation. For example cultural safety is important for people who identify as Aboriginal or Torres Strait Islander.</p> <p>Recommend reviewing the policy to include people living with a disability who may have diverse or additional needs to assist with maintaining health and safety of themselves and others.</p>

Title	Subject	Description	Status	Confirm if actions taken	Describe actions taken	Confirm intersectionality considered	Explain intersectional lens applied
Recruitment and Selection Policy	Policy	A policy which details how MDHS utilises a fair and accessible process to attract and retain high performing employees who meet MDHS' organisational values, behaviours, attitudes and required skills sets.	For Review	Yes	<p>Feedback from employees is gathered and documented about their experience of the recruitment process.</p> <p>Continue with manager/leadership education to reduce risk of unconscious bias during recruitment and selection process.</p>	Yes	Intersectionality compounds gender discrimination, which can be present in recruitment and selection processes.
Volunteers Policy	Policy	The policy defines the process for MDHS volunteer recruitment, roles, responsibilities and limitations and how volunteers' rights are protected.	For Review	Yes	Feedback from volunteers is gathered to improve systems and processes.	Yes	There are known barriers to volunteering for First Nations Peoples, newly arrived migrants and people with disabilities.

Strategies and measures

The below strategies and measures are from MDHS' 2022-2025 Gender Equality Action Plan (GEAP).

Strategies and measures	Status	Status description	Evaluation of success	Timeline	Responsible	Relevant indicator(s)							
						1	2	3	4	5	6	7	
<p>List your organisation's strategies and measures. Include one strategy or measure per row.</p> <p>These are the planned actions that you have outlined in your GEAP to promote gender equality in your workplace.</p>	<p>Assign each strategy or measure a status from the following list:</p> <ul style="list-style-type: none"> • 'Complete' indicates that all planned activities related to this strategy or measure have been finalised. • 'In progress' indicates that the activities under this strategy or measure are progressing but not yet complete. • 'Ongoing' indicates that the activities under this strategy or measure do not have an end-date and will be addressed on a continual basis. • 'Not started' indicates that the planned activities related to this strategy or measure have not yet commenced, including those that are intended to commence in future years. This should include strategies or measures that have been delayed. • 'Void' indicates that this strategy or measure appeared in your defined entity's GEAP, but has since been cancelled. 	<p>Describe your progress in implementing each strategy or measure in your GEAP.</p> <p>In particular, you need to explain:</p> <ul style="list-style-type: none"> • Why you have selected that status from the drop-down menu; and • Whether the status indicates any delay or change from what was planned in your GEAP and if so, the reason for this change. 	<p>Evaluating the success of each of your strategies or measures may include:</p> <ul style="list-style-type: none"> • tracking against pre-identified success markers. These markers may have been specified in your GEAP. • other evaluation markers that may not have been specified in your GEAP, such as participation levels, outcomes, or changes resulting from the strategy or measure, • other ways the strategy or measure has contributed to promoting gender equality in your defined entity. 	<p>If your GEAP included a timeline for action or implementation for your strategies and measures, include this timeline below.</p> <p>If you did not include a timeline in your GEAP, we highly recommend you do so in this progress report by including a timeline below.</p>	<p>Include the role or team responsible for implementing of each strategy or measure.</p>	<p>Identify one or more indicators for each strategy or measure that the action was designed to address.</p> <ol style="list-style-type: none"> 1) Gender composition of all levels of the workforce. 2) Gender composition of governing bodies. 3) Equal remuneration for work of equal or comparable value across all levels of the workforce, irrespective of gender. 4) Sexual harassment in the workplace 5) Recruitment and promotion practices in the workplace. 6) Availability and utilisation of terms, conditions and practices relating to: <ul style="list-style-type: none"> - family violence leave - flexible working arrangements - working arrangements supporting employees with family or caring responsibilities 7) Gendered segregation within the workplace" 							
<p>Promote the Board Chair and CEO as champions for gender equality, and MDHS's commitment as a gender equality organisation through a public statement, the MDHS website and internal and external communications.</p>	Complete	<ul style="list-style-type: none"> - MDHS has launched the GEAP. - GEAP is publically available via the MDHS Website. - GEAP includes a statement from Board Chair and CEO 	<ul style="list-style-type: none"> - Both the CEO and Board Chair have made public statements and the MDHS GEAP has been launched. 	2022	CEO		X						
<p>Provide a culturally safe workplace guided by a Cultural Safety Framework developed in consultation with Aboriginal and Torres Strait Islander peoples.</p>	Not started	<ul style="list-style-type: none"> - Have not started this piece of work. - A Diversity and Inclusion Lead will commence in February 2024 who will drive this piece of work. 		2023	<ul style="list-style-type: none"> - Gender Equity Committee - Reconciliation Action Plan Committee. 		X						

Strategies and measures	Status	Status description	Evaluation of success	Timeline	Responsible	1	2	3	4	5	6	7
Use gender neutral job advertisements, interview invitations, specific recruitment and selection criteria and structured interviews.	Complete	- New interview guides have been developed and implemented across MDHS. The guide covers the recruitment lifecycle, and helps ensure gender neutrality.	- New guides have been implemented successfully.	2023	People & Culture		X					
Strive for gender – balanced composition of Executive and Leadership Team.	Ongoing	- Gender balance across the Executive has been achieved. - When developing internal working groups, gender equity has been achieved where possible, given the significant gender skew within MDHS to those that describe themselves as 'females'.	- MDHS ensures gender balance when considering and appointing individuals to internal working committees where possible. - Composition across a 5 person Executive is as balanced as possible.	2025	CEO		X					
Consider gender equality, diversity and inclusion costs in annual budget preparations and ensure the infrastructure is in place to support a more inclusive and flexible workplace.	Ongoing			2023	CEO, Executive, People & Culture		X					
Invest in leadership capabilities to drive cultural change at the middle management level.	Complete	All middle managers have undertaken extensive leadership development programs which has increased their leadership capability. Plans in place to now involve the next level of leadership in the program in 2024.	Feedback gained from participants in the course was very positive.	2022	CEO & Executive		X					
Promote opportunities for female staff to be leaders and spokespeople, such as involvement on committees, boards and networks and award nominations.	Ongoing	- All MDHS employees are provided with the opportunity to nominate for internal working groups / committees. Senior Managers are provided with the opportunity to sit on regional committees, and area specialists are involved at state level. - Over 90 members of the MDHS team were nominated for awards at the MDHS Annual Awards Evening.	- The number of people nominating to participate in various has increased. - A majority of those nominated for MDHS Awards defined themselves as 'female'	2022	CEO & Executive		X					

Strategies and measures	Status	Status description	Evaluation of success	Timeline	Responsible	1	2	3	4	5	6	7
Enhance existing processes and resources to support flexible working arrangements, including exploring new and innovative ways to embed flexibility.	Complete	An increased focus on promoting flexible work plans has taken place via Induction sessions and all of staff member meetings.	The MDHS People Matters Survey for late 2023 indicates an increased number of MDHS employees are aware of flexible work plans, and an increased number of staff had accessed flexible work plans. An increased number of staff also indicated that they feel they would be provided with a flexible work plan if they requested one.	2022	People & Culture	X						
Redevelop recruitment material to ensure that gender and intersectionality information is gathered.	Ongoing	<ul style="list-style-type: none"> - New forms have been developed which are forwarded to successful candidates during their on boarding process. - An all of organisation survey was also undertaken so that existing staff could update their personal details. 	<ul style="list-style-type: none"> - New forms are being distributed and completed by new employees. - Survey was made available to all employees, and was undertaken by a small number of our team. Will be undertaken again in 2024. 	2023	People & Culture							X
Ensure all employees have access to appropriate facilities, equipment and uniform based on their needs that do not make them feel vulnerable or disrespected.	Complete	<ul style="list-style-type: none"> - A thorough review of facilities across MDHS campuses was undertaken, and alterations were made where necessary. - As part of building the new hospital, a gender equity lens was taken. - Uniform policy has been reviewed and updated to incorporate more choice. 	<ul style="list-style-type: none"> - Uni Sex toilets have been made available. - Uniform policy now incorporates additional choice, allowing individuals the opportunity to choose preferred items of clothing. 	2022	Executive							X
Ensure the organisation provides additional training and access to resources on gender equality and increases awareness of intersectional factors so that teams can support inclusion and diversity.	Ongoing	<ul style="list-style-type: none"> - Intersectionality is explained and discussed as part of the Respect@MDHS program which is delivered at all MDHS Induction sessions - Diversity and Inclusions education to be added to the MDHS Education Training Schedule as a core item. - Newly appointed Diversity & Inclusion Lead to present at MDHS Induction. 	<ul style="list-style-type: none"> - Intersectionality openly discussed and educated on a monthly basis at Induction. 	2023	Organisational Development							X

Strategies and measures	Status	Status description	Evaluation of success	Timeline	Responsible	1	2	3	4	5	6	7
Ensure all recruitment processes use a gender-balanced interview panel. When using recruitment agencies ensure they are adhering to the MDHS gender equality requirements and reporting on gender splits in the shortlisting and interviewing process.	Complete	- Internal policy and procedure has been updated to reflect interview panel requirements. - gender make up of recruitment panel to always include both males and females	Adopted by recruiting managers across MDHS without any concerns.	2023	People & Culture					X		
Development of an Equal Opportunity Employment Policy.	Complete	- Policy has been developed, approved by Corporate Governance Committee and implemented across MDHS	- Recruiting managers have become increasingly aware of the listed protected attributes.	2022	People & Culture					X		
Challenge traditional views of merit in recruitment and promotion assessment and evaluation.	Ongoing	- Have worked closely with recruiting managers to implement systems and processes that encourage a merit based approach. - All jobs are now advertised in accordance with EBA requirements, and are subject to interviews, no matter if applicants are internal. - Have moved away from recruiting the convenient applicant, to now recruiting the right applicant, which is actively assessed throughout the recruitment process.	- New hire success (the % of staff leaving before 6 months) is less than 1%, indicating that the right people are being recruited, based on skill base and values.	2023	CEO, People & Culture					X		
Provide mentoring and support programs for women seeking promotion.	Not started	Will be focussed on by the Executive in 2024		2024	Executive					X		
Provide the same benefits, training and promotional opportunities to women on flexible work and leave arrangements as other employees.	Complete	- All MDHS employees have the same level of access to Flexible working arrangements.	An increased number of flexible work plans have been implemented throughout 2023 as described in the People Matters Survey Results.	2023	People & Culture					X		

Strategies and measures	Status	Status description	Evaluation of success	Timeline	Responsible	1	2	3	4	5	6	7
Review remuneration policy with clear and transparent processes, including objective criteria for allocating benefits, with all remuneration linked to objective performance measures that consider gender.	Void/cancelled	- After further investigation, MDHS has little ability to influence its remuneration framework, as it does not negotiate its own enterprise agreements. This function is undertaken by the Victorian Hospital Industrial Association (VHIA) on behalf of all public sector hospitals. - VHIA do attempt to incorporate gender equity measures throughout the bargaining process, however MDHS have limited ability to influence negotiations.	- Not implemented as MDHS does not have the capability to influence state remuneration policy.	2023	CEO, People & Culture			X				
Develop and implement initiatives aimed at reducing existing gap in the Median annualised base salary (currently is 8.7% in favour of men) and Median total remuneration is (currently - 3.2% which means 3.2% in favour of women).	Void/cancelled	- After further investigation, MDHS has little ability to influence its remuneration framework, as it does not negotiate its own enterprise agreements. This function is undertaken by the Victorian Hospital Industrial Association (VHIA) on behalf of all public sector hospitals. - VHIA do attempt to incorporate gender equity measures throughout the bargaining process, however MDHS have limited ability to influence negotiations.	- Not implemented as MDHS does not have the capability to influence state remuneration policy.	2022	CEO, Executive			X				
Investigate partnerships with external agencies who can assist employee base with minimising the impact parental leave, unpaid leave has on income streams such as superannuation.	Void/cancelled	- After further investigation, MDHS has little ability to influence its remuneration framework, as it does not negotiate its own enterprise agreements. This function is undertaken by the Victorian Hospital Industrial Association (VHIA) on behalf of all public sector hospitals. - VHIA do attempt to incorporate gender equity measures throughout the bargaining process, however MDHS have limited ability to influence negotiations.	- Not implemented as MDHS does not have the capability to influence state remuneration policy.	2024	People & Culture			X				

Strategies and measures	Status	Status description	Evaluation of success	Timeline	Responsible	1	2	3	4	5	6	7
Ensure employees on flexible work arrangements have access to meaningful and quality work. This includes the same benefits, training and promotional opportunities as other employees.	Complete	<ul style="list-style-type: none"> - New systems and processes have been implemented to ensure those on flexible work arrangements have clear performance plans in place to assist them in working from home / flexibly. - Staff are provided with the ability to undertake training remotely and have the same benefits as those working onsite. - There is no impact on promotional opportunities, as clear work plans are in place to ensure the efficient management and monitoring of work performance. 	<ul style="list-style-type: none"> - The number of employees seeking access to flexible workplace agreements has increased throughout 2023. 	2022	CEO, People & Culture						X	
Support carers to return to work after parental leave and take steps to minimise disruption to their career progress.	Complete	<ul style="list-style-type: none"> - Keeping in touch days are implemented to assist staff return from leaves of parental leave. - Superannuation on unpaid leave is paid to limit impact on those needing to extend period of maternity leave beyond the funded period. 	<ul style="list-style-type: none"> - Keeping in touch days are regularly implemented for those returning to the workplace. - Leadership Team members are actively promoting "Keeping in touch days". 	2022	Executive, Leadership Team, People & Culture.						X	
- Support managers to have the capability and confidence to effectively manage flexible work arrangements and build a culture where flexibility is fully embedded for their employees	Complete	<ul style="list-style-type: none"> - Ongoing manager education in place to ensure that they are willing and able to discuss flexible work plan applications with their teams without regular People and Culture intervention. 	<ul style="list-style-type: none"> - There has been an increased number of flexible work plans implemented during 2022 and 2023. - Managers are not seeking out People & Culture support as frequently when requests are submitted for flexibility. 	2023	Executive, People & Culture.						X	
Provide flexible parental, carer and family violence leave regardless of gender.	Complete	<ul style="list-style-type: none"> - As per the EBA's MDHS implements, parental, carer and family violence leave is available to all staff regardless of gender. 	<ul style="list-style-type: none"> - Parental, carer and family violence leave have been provided to a range of genders over past two years. 	2022	CEO, Executive						X	
Promote flexible working arrangement options highlighting different genders.	Complete	<ul style="list-style-type: none"> - Flexible working arrangements have been promoted to the entire staff team over the past two years. - There has been an increase the number of flexible work plan in place. 	<ul style="list-style-type: none"> - The number of active flexible working arrangements has increased across MDHS over the past two years. 	2023	People & Culture						X	

Strategies and measures	Status	Status description	Evaluation of success	Timeline	Responsible	1	2	3	4	5	6	7
Review overtime and shift arrangements to make sure access is provided equally to male, female and gender diverse employees.	Not started	- Has not taken place and will be a priority for the newly appointed Diversity and Inclusion Lead - in consultaion with Managers.		2023	People & Culture						X	
Ensure leadership and professional development opportunities are provided through flexible means allowing an equal number of opportunities for participation.	Complete	- Leadership courses have been offered via a range of mediums, including online and in person.	A range of courses have been undertaken by staff at all levels of MDHS. Mediums include conference presentations, completing development programs and undertaken role based education.	2023	Executive, Oranisation Development						X	
Develop a communication plan that supports reinforcement of messaging from CEO and Executive Team on zero tolerance approach to harassment, discrimination, unfair treatment and sexism.	Not started	- Has been unintentionally missed in 2023, and will be actioned in 2024 by the newly appointed Diversity & Inclusion Lead.	- To be determined.		CEO, Executive				X			
Development and implementation a workplace respect program (Respect@MDHS) which informs staff of their workplace rights under the OHS Act (Vic), clearly defines acceptable behaviour, and the structures in place at MDHS to assist address reported instances of unacceptable behaviour.	Ongoing	- The Respect@MDHS program has been in place since 2022, and is delivered by a number of trained presenters. All staff entering the organisation have completed the program as part of their induction program. Sessions are also planned to run across MDHS on a monthly basis in upcoming months.	- Participant feedback has been excellent, and indicates that our team's understanding of acceptable / unacceptable workplace behaviours has increased. Participants have also indicated that they are now more confident in reporting inappropriate behaviour if they see/receive it.	2022	People & Culture				X			
Identify and educate "Employee Relations Contact Officers". Multiple Contact Officers to be installed at each MDHS Campus.	Complete	- New Contact Officers were engaged and trained in 2022, and they reside at all 3 MDHS Campuses.	- Contact Officers are actively supported by the People & Culture Manager, and are being engaged by MDHS Team members from time-to-time.	2022	People & Culture				X			

Strategies and measures	Status	Status description	Evaluation of success	Timeline	Responsible	1	2	3	4	5	6	7
Develop and implement a program of activities and events to engage and support informal learning and build awareness of gender equality and intersectional factors, including International Women's Day, Wear it Purple Day, and significant cultural events including National Reconciliation week and NAIDOC week.	Complete	- In 2023 MDHS celebrated Wear it Purple Day and NAIDOC week.	- Wear it Purple Day's success is demonstrated by the participation in specific activities across our 3 campuses. Participation levels increased on previous years. - NAIDOC week activities at the NEST were community focussed and generated significant participation in activities by the community, from all ages. Led by the MDHS Aboriginal Liaison Officers.						X			
Develop and distribute an internal campaign and tools that clearly articulate what sexism and discrimination looks like and how to call out and prevent it.	Not started	- Has been unintentionally missed in 2023, and will be actioned in 2024 by the newly appointed Diversity & Inclusion Lead.	- To be determined.	2023	People & Culture				X			

Resourcing your GEAP

Recommended

You might consider some or all of the following, in addition to any other aspects you consider relevant:

- Who implements the strategies and measures in your GEAP? What role do they perform at what level in your defined entity?
- How many staff members/FTE are allocated to implementing the strategies and measures?
- Was enough resourcing allocated to successfully implement your strategies and measures? If not, how will this be addressed?

Your Comments

Initially, the implementation of the GEAP was added to an existing role. However, given the significant workload generated by relevant legislation, it was decided to recruit to a Diversity and Inclusion Lead, who is responsible for managing the Diversity and Inclusion portfolio - and ensuring compliance with relevant legislation.

MDHS has just recruited to a Diversity and Inclusion Lead at 0.8 EFT.

MDHS will monitor the workload of the Diversity and Inclusion Lead and determine if the resource allocation is enough to ensure compliance and cultural change.

Workplace Gender Equality Indicators

The Victorian Gender Equality Act sets out seven workplace gender equality indicators. They represent the key areas where workplace gender inequality persists – and where progress towards gender equality must be demonstrated. Defined Entities must collect and report data against these indicators in their workplace gender audit. Defined entities are required to make reasonable and material progress in relation to the workplace gender equality indicators.

Indicator	Confirm if progress made	Progress description	Factors							Factors discussion
			a	b	c	d	e	f	g	
<p>This column contains the seven workplace gender equality indicators. Complete the 'required' fields, and you are encouraged to complete the 'recommended' columns, to the right of each indicator.</p>	<p>Indicate whether your organisation has made progress in relation to the workplace gender equality indicators.</p> <p>Use the drop-down menu in the cell to select 'yes' or 'no.'</p>	<p>Demonstrate your progress in relation to each workplace gender equality indicator.</p> <p>In this column, please explain why you believe changes in your data do or do not represent progress against each indicator. Refer explicitly to quantitative changes in the data between your previous workplace gender audit and your progress audit. If you wish, you may also make reference to any strategy or measure from your GEAP that supported, or was designed to support, progress against that indicator.</p>	<p>Indicate below whether or not one of these factors has affected your organisation's progress against each indicator. You are encouraged to reference these factors in your discussion in column L.</p> <p>a) The size of the defined entity, including the defined entity's number of employees.</p> <p>b) The nature and circumstances of the defined entity, including any barriers to making progress.</p> <p>c) Requirements that apply to the defined entity under any other Act, including an Act of the Commonwealth.</p> <p>d) The defined entity's resources.</p> <p>e) The defined entity's operational priorities and competing operational obligations.</p> <p>f) The practicability and cost to the defined entity of making progress.</p> <p>g) Genuine attempts made by the defined entity to make progress.</p>	<p>If you have selected 'yes' to any of the factors in the recommended columns to the left, you are encouraged to complete this column.</p> <p>This column allows you to discuss each factor that has affected your organisation's progress in relation to any of the workplace gender equality indicators.</p>						

Indicator	Confirm if progress made	Progress description	a	b	c	d	e	f	g	Factors discussion
Gender composition of all levels of the workforce	Yes	As per the MDHS GEAP, a specific focus has been placed upon the promotion and implementation of flexible working agreements. During the reporting period, 37 members of our team took up the opportunity to work flexibly. As described in the 2023 People Matters Survey, 69% of our team indicated that they felt they would be given access to a flexible workplace agreement if requested, which is an increase of 14% from the previous years survey. Additionally, 63% of our team indicated that their manager supported flexible working arrangements, which is a 13% increase from the 2022 survey.	No	No	No	No	No	No	No	

Indicator	Confirm if progress made	Progress description	a	b	c	d	e	f	g	Factors discussion
Gender composition of governing bodies	Yes	<p>At the conclusion of June 2023, the MDHS Board considered of 3 males Directors, 4 female directors and 1 female Chairperson.</p> <p>When data was collated for the previous workplace gender audit, the composition of the MDHS Board was 5 male Directors, 3 female Directors and 1 Male Board Chair</p>	No	No	No	No	No	No	No	

Indicator	Confirm if progress made	Progress description	a	b	c	d	e	f	g	Factors discussion
<p>Equal remuneration for work of equal or comparable value across all levels of the workforce, irrespective of gender</p>	<p>No</p>	<p>All MDHS employees (apart from the CEO) are employed under relevant enterprise agreements. Given enterprise agreements are negotiated by the Victorian Hospitals Industry Association - on behalf of the Victorian Government, there is little ability for MDHS to influence the remuneration levels agreed to throughout the negotiating process. Therefore, inequity exists across the enterprise agreements implemented at MDHS, as roles with similar levels of accountability are not remunerated at the same level.</p>	<p>No</p>	<p>Yes</p>	<p>No</p>	<p>No</p>	<p>No</p>	<p>No</p>	<p>No</p>	<p>As described, MDHS does not have the ability to influence the Department of Health's remuneration policy - and EBA's are negotiated by a third party (VHIA), who do not take direction by hospitals such as MDHS.</p>

Indicator	Confirm if progress made	Progress description	a	b	c	d	e	f	g	Factors discussion
Sexual harassment in the workplace	Yes	<p>MDHS has implemented face to face training titled "Respect@MDHS" during the reporting period and has had 100% of new starters complete the training. The Respect@MDHS program highlights inappropriate behaviour, and informs employees of their protections, and how they may choose to address any matters of bullying and harassment.</p> <p>During the reporting period 2 instances of sexual harassment were made, which is 2 more than in the initial workforce report.</p> <p>Contact Officers across all MDHS sites have been identified, trained and installed successfully.</p>	No	No	No	No	No	No	No	

Indicator	Confirm if progress made	Progress description	a	b	c	d	e	f	g	Factors discussion
Recruitment and promotion practices in the workplace	<p style="text-align: center;">Yes</p>	<p>As described in the MDHS GEAP, an Equal Employment Opportunity Policy has been developed and implemented. Via organisation wide education initiatives, recruiting managers are fully aware of their requirements and are adhered to at all times.</p> <p>A GIA has been undertaken on Recruitment and Selection Policy - which resulted in frameworks being included which request gender balance on shortlisting and interview panels.</p> <p>A remuneration/promotions committee has also been developed and implemented, which is</p>	<p>No</p>	<p>No</p>	<p>No</p>	<p>No</p>	<p>No</p>	<p>No</p>	<p>No</p>	

Indicator	Confirm if progress made	Progress description	a	b	c	d	e	f	g	Factors discussion
Availability and utilisation of terms, conditions and practices relating to: - family violence leave; and - flexible working arrangements; and - working arrangements supporting employees with family or caring responsibilities	Yes	<p>Significant education has been implemented regarding the availability of Family Violence leave, and the ability to access flexible workplace arrangements. During the reporting period, 12 members of our team accessed family violence leave, whilst 37 members of our team took the opportunity to access flexible working arrangements. .</p> <p>In 2021, MDHS did not capture this information, and as such, enhancements have been made to the Human Resource Information System to ensure the data is being captured accurately.</p>	No	No	No	No	No	No	No	

Indicator	Confirm if progress made	Progress description	a	b	c	d	e	f	g	Factors discussion
Gendered segregation within the workplace	Yes	<p>MDHS has implemented all of the initiatives outlined in its GEAP in this space. As such all 100% of recruitment material has been reviewed via a GIA and intersectionality information is being gathered of all new starters. Additionally, every MDHS staff member was provided with the opportunity to update their staff profile via an online survey, of which a small percentage of staff undertook. This survey will be implemented again in mid-2024.</p> <p>The MDHS uniform policy has also been reviewed, and updated to ensure more choice was available to staff members. Additional items of clothing were also added.</p>	No	No	No	No	No	No	No	