

# WORKPLACE RELATIONS ADVISORY PACKAGE

**NEW**

*The response was immediate.  
The AMA Queensland Workplace Relations Team  
provided sensible, accurate and punctual advice which  
enabled the surgery to manage a difficult situation.*

**FRAN SMITH**  
PRACTICE COORDINATOR



**ACCESS TO  
THE LATEST  
EMPLOYMENT  
CONTRACTS**



**COMPREHENSIVE  
WORKPLACE  
RELATIONS  
MANUALS**



**FREE  
WORKPLACE  
RELATIONS  
TRAINING**

The cost of getting workplace compliance wrong could be immense. The rules for managing employees are complex and ever-changing. The good news is, we've got your back. The AMA Queensland Workplace Relations Team is uniquely qualified to help you manage your workplace the same way you manage your practice: efficient, compliant and using best practice.

AMA Queensland's new Workplace Relations Advisory Package will give you up-to-date, relevant and practical support with all employment matters, specifically focusing on medical practice. The package will give you the same phone and email support, but will supercharge that advice with free attendance to Workplace Relations training events and webinars, contracts, manuals, privacy essentials, audits, templates and leave calculations. You'll also stay up-to-date with changes in industrial relations and employment law to help your business to remain compliant with your obligations.

## WHAT'S INCLUDED:

- ✓ Phone and Email support
- ✓ Rates of Pay and Award Update
- ✓ Annotated HPSS Award
- ✓ Annotated Nurses Award
- ✓ Monthly Newsletters
- ✓ Fact Sheets
- ✓ Induction Check List
- ✓ Performance Improvement and Review Template
- ✓ Unsuccessful Probation and Termination Template
- ✓ Free attendance to all Workplace Relations training events
- ✓ Discounts for AMA Queensland training events
- ✓ 5 free Webinars
- ✓ Annual Award Compliance Audit\*
- ✓ Annual Contract Review\*
- ✓ Annual Policy and Procedure Review\*
- ✓ Annual Privacy Audit\*
- ✓ Practice Manager Affiliate
- ✓ Access to AMA Queensland Polices and Procedures
- ✓ Annual Policy and Procedure Updates
- ✓ Workplace Health and Safety Walk through\*
- ✓ Workplace Health and Safety Template Pack
- ✓ Privacy Essentials Pack
- ✓ Contracts of Employment (HPSS Pack)
- ✓ Contracts of Employment (Nursing Pack)

# WORKPLACE RELATIONS ADVISORY PACKAGE

Up to 5 employees	6 to 10 employees	11 to 15 employees	16 plus employees
<b>\$2,950<sup>**</sup></b> per year	<b>\$4,500<sup>**</sup></b> per year	<b>\$5,250<sup>**</sup></b> per year	<b>\$5,900<sup>**</sup></b> per year
<b>\$5,000*</b> per year for non-members	<b>\$7,500*</b> per year for non-members	<b>\$8,900*</b> per year for non-members	<b>\$9,900*</b> per year for non-members

\*Prices inc GST  
+AMA Queensland member only price

save up to **70%** off the market rate

## REGISTRATION DETAILS

Name: Dr / Mr / Ms / Mrs / Miss (Please circle) \_\_\_\_\_

### AMA Queensland member:

- Up to 5 employees - \$2,950\*   
  6-10 employees - \$4,500\*  
 11-15 employees - \$5,250\*   
  16 plus - \$5,900\*

AMA Queensland member number:  
\_\_\_\_\_

Practice name: \_\_\_\_\_

Position title: \_\_\_\_\_

### Non-member:

- Up to 5 employees - \$5,000\*  
 6-10 employees - \$7,500\*  
 11-15 employees - \$8,900\*  
 16 plus - \$9,900\*

\*Prices inc GST

Office Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Preferred email address: \_\_\_\_\_

Postal address: \_\_\_\_\_

Credit card:  Visa     Mastercard     AMEX    Amount: \$ \_\_\_\_\_

Card number: \_\_\_\_\_ Expiry date: \_\_\_\_/\_\_\_\_/\_\_\_\_ CCV: \_\_\_\_\_

Cardholders name: \_\_\_\_\_ Signature: \_\_\_\_\_

**Direct deposit:** Contact the events team on (07) 3872 2222.

Privacy information:  
AMA Queensland's primary purpose of collecting personal information on this form is to process your purchase and to send relevant information to this service. In providing your details you consent to your personal details being used in the manner indicated. ABN: 17 009 660 280

**Email:** registrations@amaq.com.au

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PO Box 123, Red Hill, QLD  
4059

**Phone:** (07) 3872 2222