



Roster Design for 24/7 SIL Developmental Accommodation Service

This is a new SIL roster for developmental 24/7 services. It builds a team around three permanent part-time workers, (1) a team leader, (2) a second in charge (2IC) and (3) a primary worker doing active, passive, active shifts (APA). The **Team Leader** is given most of the week day shifts as an element of the design and purpose of this rostering system. This brings consistency to a participant's life living with complex needs (behaviour, conflict, disengagement, mental health et al). The Team Leader is responsible for consistently responding to all appointment needs. They are also responsible for the flow of information on shift records and support plans back to the service coordinator in the office for collating and distribution. The **Second in Charge** (2IC) is the back-up for the Team Leader. They do the Friday 9 to 5 shifts so they understand the daily routine. They are the cover for the team leader when on leave. The **Active Passive Active** worker is also a permanent part-time team member. They bring stability and routine to the evening shifts, in particular the implementation of activities and initiatives in support of developing independent living (cooking, cleaning, personal care et al).

Developmental SIL Roster

	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues
9 am To 5.00 pm	Team Leader	Team Leader	2nd in Charge	2nd in Charge	2nd in Charge	Team Leader	Team Leader	Team Leader	Team Leader	2nd in Charge	APA worker	Casual Shift	Team Leader	Team Leader
5.00 pm To 9 am	APA worker	APA worker	Casual Shift	Casual Shift	Casual Shift	APA worker	2nd in Charge	2nd in Charge	APA worker	Casual Shift	Casual Shift	APA worker	2nd in Charge	2nd in Charge

Team Leader = 32 / week: permanent part time. 9 shifts per fortnight.

2nd in Charge = 32 / week: permanent part time. 8 shifts per fortnight. Fill in for S/L

Active Passive Active Worker = 24 / week: permanent part time. 6 shifts per fortnight. Fill in for 2nd IC