



Reprint under section 7 of the Regulations Act 1936 of the Hospital Employment (Nurses) Regulations 1952 (Serial No. 1952/93), as amended by the Hospital Employment (Nurses) Regulations 1952, Amendment No. 1 (Serial No. 1953/100), the Hospital Employment Regulations 1952, Amendment No. 1 (Serial No. 1954/105), and the Hospital Employment (Nurses) Regulations 1952, Amendment No. 2 (Serial No. 1954/110).

THE HOSPITAL EMPLOYMENT (NURSES) REGULATIONS 1952 (REPRINT)

FREYBERG, Governor-General

ORDER IN COUNCIL

At the Government House at Wellington this 7th day of May 1952

Present:

HIS EXCELLENCY THE GOVERNOR-GENERAL IN COUNCIL

PURSUANT to the Hospitals Act 1926, His Excellency the Governor-General, acting by and with the advice and consent of the Executive Council, hereby makes the following regulations.

REGULATIONS

1. (1) These regulations may be cited as the Hospital Employment (Nurses) Regulations 1952, and shall be read together with and deemed part of the Hospital Employment Regulations 1952* (hereinafter referred to as the principal regulations).

(2) For the purposes of regulation 4 of the principal regulations, these regulations shall be deemed to form a Part of the principal regulations.

Commencement

2. (1) Such of the provisions of these regulations as have the effect of increasing the rates of salaries, wages, and other emoluments and increments payable in respect of the classes of persons whose positions are specified in these regulations shall be deemed to have come into force on the 1st day of July 1951.

(2) Except as provided in the last preceding subclause, these regulations shall come into force on the day after the date of their notification in the *Gazette*.

* Statutory Regulations 1952, Serial number 1952/86, page 352.

Amendment No. 1: Statutory Regulations 1954, Serial number 1954/105, page 428.

Interpretation

3. In these regulations, unless the context otherwise requires,—
- “Assistant home sister” means a registered nurse who assists a home sister and, in the absence of the home sister, discharges her duties:
 - “Assistant matron” means a registered nurse who assists a matron and, in the absence of the matron, discharges her duties:
 - “District nurse” means a registered nurse engaged in domiciliary nursing duties and, where required by the Board in any particular locality, in public health activities:
 - “District nurse supervisor” means a registered nurse employed in the supervision of three or more district nurses:
 - “Duty” means a period of service required to be given by any nurse during any one period of twenty-four hours:
 - “Established beds” when used with reference to a nurses’ home means the beds regularly available in the home for the use of nurses and other persons for whom accommodation is provided:
 - “Extended treatment institution, ward, or annex” means an institution, ward, or annex recognized as such by the Director-General for the purposes of these regulations and mainly or wholly conducted for patients requiring prolonged medical or surgical treatment and nursing care; but does not include a tuberculosis institution, ward, or annex:
 - “General duty nurse” means a registered nurse who—
 - (a) Has served at least twelve months as a staff nurse; or
 - (b) Has undergone at least six months’ training as a maternity nurse and has served at least six months as a staff nurse—and who in either case, not being employed in the position of a ward or departmental sister or a higher position, undertakes general nursing duties:
 - “Grade matron” means a Matron-in-Chief or the matron of any institution or group of institutions of which the number of occupied beds exceeds 200:
 - “Grading Committee” means a Matrons’ Salaries Grading Committee constituted in accordance with regulation 5A of these regulations:】
 - “Home sister” means a registered nurse who is wholly or mainly employed in and is responsible for the administration of a nurses’ home and, within its precincts, for the comfort and welfare of the staff:
 - “Hospital” means an institution for the reception or relief of patients requiring medical or surgical treatment:
 - “Hospital aid” means a woman engaged in elementary nursing duties under the direct supervision of a registered nurse, but does not include a pupil nurse, nursing aid, or pupil nursing aid:
 - “Karitane nurse” means a woman who has completed her training as a Karitane nurse at a hospital maintained by the Royal New Zealand Society for the Health of Women and Children:

- “Maternity hospital”, “maternity ward”, and “maternity annex” mean respectively a hospital, ward, and annex wholly or mainly conducted for the reception of maternity cases:
- “Maternity nurse trainee” means a woman undergoing a course of training prescribed by regulations under the Nurses and Midwives Act 1945 to qualify as a maternity nurse:
- “Matron” means a registered nurse who is the principal nurse employed in any institution or group of institutions and responsible for the engagement and discharge of nursing staff therein:
- “Matron-in-Chief” means a matron responsible for three or more hospitals each of which is a training school for nurses and for each of which a matron is employed:
- “Medical social worker” means a registered nurse with the Post-graduate Nursing Diploma whose duties are wholly or mainly to conduct inquiries into home conditions of patients and whose appointment has the approval of the Director-General:
- “Nurses” and “nursing staff” include all employees who—
- (a) Are registered as nurses, midwives, maternity nurses, psychiatric nurses, or nursing aids; or
 - (b) Are undergoing a course of training prescribed by regulations under the Nurses and Midwives Act 1945 with a view to such registration as aforesaid; or
 - (c) Are qualified as Karitane nurses; or
 - (d) Are employed as hospital aids:
- “Nursing aid” means a registered nursing aid:
- “Plunket Certificate” means the certificate issued by the Royal New Zealand Society for the Health of Women and Children to a registered maternity nurse or a registered midwife who has completed the course of training in child welfare nursing at the Training School for Plunket Nurses conducted by the Society in Dunedin:■
- “Post-graduate Nursing Diploma” means the diploma issued jointly by the Department of Health and the Victoria University College to a registered nurse who has completed the course of training at the Nurses Post-graduate School established by the Department of Health, or such other diploma or certificate as is recognized by the Director-General as its equivalent for the purposes of these regulations:
- “Psychiatric nurse” means a registered psychiatric nurse:
- “Pupil nursing aid” means a woman undergoing the course of training prescribed by regulations under the Nurses and Midwives Act 1945 to qualify as a nursing aid:
- “Pupil nurse” means a woman undergoing the course of training prescribed by regulations under the Nurses and Midwives Act 1945 to qualify as a registered nurse:
- “Registered” means registered under the Nurses and Midwives Act 1945:

["Senior ward or departmental sister" means a ward or departmental sister who has had more than ten years' service in that capacity and is, because of special merit, designated by the Board with the approval of the Director-General as a senior ward or departmental sister:]

"Staff nurse" means a registered nurse employed in any position not otherwise designated in the Schedule to regulation 4 hereof:

"Subsidiary institution" means an institution which is not—

- (a) The main hospital of a Board; or
- (b) A training school; or
- (c) An institution the principal nurse of which is responsible for the engagement or discharge of nursing staff; or
- (d) A tuberculosis institution; or
- (e) A maternity hospital:

"Supervising home sister" means a registered nurse who is responsible for the supervision of two or more nurses' homes whose aggregate established beds exceed four hundred:

"Supervising matron" means a registered nurse who is the matron of a Board's principal hospital and also actively supervises other institutions of the Board:

"Supervising sister" means a registered nurse wholly or mainly employed in administrative and teaching duties over three or more wards or departments, or a registered nurse, not having recognized qualifications as a dietitian, in charge of the kitchen of a hospital of more than fifty occupied beds, but does not include a registered nurse commonly called an "afternoon sister" or "afternoon supervisor" who supervises several wards only during afternoons and evenings:

Provided that in special circumstances a Board may, with the approval of the Director-General, designate any other ward or departmental sister as a supervising sister for the purposes of these regulations:

"Theatre sister" and "theatre staff nurse" mean respectively a sister and staff nurse wholly or mainly employed in an operating theatre or suite:

"Training school" means an institution approved by the Nurses and Midwives Board as a training school for nurses, midwives, maternity nurses, or nursing aids:

"Tuberculosis institution", "tuberculosis ward", "tuberculosis annex", and "tuberculosis clinic" mean respectively an institution, ward, annex, and clinic wholly conducted for the reception or treatment of persons suffering from tuberculosis [and the term "tuberculosis ward" includes a ward mainly conducted for the reception and treatment of persons suffering from tuberculosis]:

"Tutor sister" means a registered nurse who is responsible for the teaching of pupil nurses:

“Ward or departmental sister” means a registered nurse who—

(a) Has served at least twelve months as a staff nurse;

or

(b) Has undergone at least six months’ training as a maternity nurse and has served at least six months as a staff nurse,—

and who in either case is in charge of one or more wards or departments of a hospital (other than an operating theatre) and of the nursing staff therein:

【Provided that in special circumstances a Board may, with the prior approval of the Director-General, employ two or more ward or departmental sisters in a particular ward or department.】

The definitions of “grade matron”, “Grading Committee”, “Plunket Certificate”, and “senior ward or departmental sister” were inserted by regulation 3 (1) of the Hospital Employment (Nurses) Regulations 1952, Amendment No. 2.

The words in square brackets in the definition of “tuberculosis institution”, etc., were added by regulation 3 (2) of the Hospital Employment (Nurses) Regulations 1952, Amendment No. 2.

The proviso to the definition of the term “ward or departmental sister” was added by regulation 3 (3) of the Hospital Employment (Nurses) Regulations 1952, Amendment No. 2.

Salaries and Wages

4. The scales of salaries and wages applicable to nurses shall be those set out in the Schedule appended to this regulation, namely:

【SCHEDULE: SCALES OF SALARIES AND WAGES OF NURSES

Position	Yearly Rate of Salary		
	Minimum	Maximum	Increments
	£	£	£
[[1. Grade Matron—			
(a) A yearly rate of salary according to the scale of salary from time to time determined in each case by the Grading Committee, with the approval of the Minister, that scale being one of the three following:			
(i)	800	950	50
(ii)	700	850	25
(iii)	625	750	25
(b) Living out allowance for the Matron-in-Chief of the Auckland or Wellington Hospital Board, if quarters not provided by the Board	£179½ additional.		
2. Matron other than a Grade Matron, Matron of a Maternity Hospital, and Matron of a Subsidiary Institution;			
(a) Institution of Grade IV	562½	622½	23, 23, 11½
(b) Institution of Grade V	536	564½	17½, 11½
(c) Institution of Grade VI	507½	536	17½, 11½
(d) Institution of Grade VII	478½	507½	17½, 11½
(e) Institution of Grade VIII	364½	467	23, 17½, 17½, 22½, 11½, 11½
(f) For a supervising matron an additional sum of £11½ for each institution other than the Board’s principal hospital actively supervised, up to a maximum of £115.			
(g) For a matron of an institution where there is no full time medical staff	£28½ additional.		
(h) For a matron undertaking tutorial duties	£23 additional.】		

SCHEDULE: SCALES OF SALARIES AND WAGES OF NURSES—*continued*

Position	Yearly Rate of Salary		
	Minimum	Maximum	Increments
3. Matron or Sister in Charge of a Subsidiary Institution—	£	£	£
(a) Institution of Grade S/I	472 $\frac{3}{4}$	518 $\frac{3}{4}$	23
(b) Institution of Grade S/II	449 $\frac{3}{4}$	495 $\frac{3}{4}$	23
(c) Institution of Grade S/III	364 $\frac{1}{4}$	467	23, 17 $\frac{1}{2}$, 17 $\frac{1}{4}$, 22 $\frac{1}{2}$, 11 $\frac{1}{2}$, 11 $\frac{1}{4}$
(d) If required to be a registered maternity nurse	£11 $\frac{1}{2}$ additional.		
(e) If required to be a registered midwife	£23 additional.		
4. First or Only Assistant Matron of an Institution—			
(a) Institution of Grade I	536	593 $\frac{1}{2}$	28 $\frac{3}{4}$
(b) Institution of Grade II	513	536	23
(c) Institution of Grade III	490	513	23
(d) Institution of Grade IV	467	490	23
(e) Institution of Grade V	444	467	23
(f) Institution of Grades VI to VIII inclusive	The remuneration of a ward or departmental sister.		
5. Second Assistant Matron of an Institution—			
(a) Institution of Grade I	490	513	23
(b) Institution of Grade II	467	490	23
(c) Institution of Grade III	444	467	23
(d) Institution of Grades IV to VIII inclusive	The remuneration of a ward or departmental sister.		
6. Home Sister—			
(a) If supervising two or more homes containing altogether 400 established beds or more ("supervising home sister")	444	490	23
(b) Nurses' home of over 300 established beds (if not entitled to be paid as supervising home sister)	444	455 $\frac{1}{2}$	11 $\frac{1}{2}$
(c) Nurses' home of over 200 but not over 300 established beds	427 $\frac{1}{2}$	444	16 $\frac{1}{2}$
(d) Nurses' home of over 50 but not over 200 established beds	416	427 $\frac{1}{2}$	11 $\frac{1}{2}$
(e) Nurses' home of 50 established beds or fewer	The remuneration of a ward or departmental sister.		
(f) Assistant Home Sister—			
(i)	The remuneration of a ward or departmental sister.		
(ii) While on night duty	An allowance in accordance with clause 23 of this Schedule.		
7. Tutor Sister—			
(a) Principal or Sole Tutor Sister (with the Post-graduate Nursing Diploma) of the main or only training school—			
(i) Of the Auckland or Wellington Hospital Board	518 $\frac{3}{4}$	576 $\frac{1}{4}$	28 $\frac{3}{4}$
(ii) Of the North Canterbury, Otago, or Waikato Hospital Board	484 $\frac{1}{4}$	518 $\frac{3}{4}$	17 $\frac{1}{4}$
(iii) Of any other Hospital Board	358 $\frac{1}{2}$	484 $\frac{1}{4}$	28 $\frac{3}{4}$, 23, 28, 23, 23
(b) Principal or Sole Tutor Sister (with the Post-graduate Nursing Diploma) of a training school other than the main training school of a Board	358 $\frac{1}{2}$	484 $\frac{1}{4}$	28 $\frac{3}{4}$, 23, 28, 23, 23

SCHEDULE: SCALES OF SALARIES AND WAGES OF NURSES—*continued*

Position	Yearly Rate of Salary			
	Minimum	Maximum	Increments	
7. Tutor Sister— <i>continued</i>	£	£	£	
(c) Any other Tutor Sister with the Post-graduate Nursing Diploma	324	449½	23, 28½, 23, 23, 28	
			Subject to the prior approval of the Director-General, additional salary not exceeding the yearly rate of £34½ may be paid in respect of special responsibilities.	
(d) Tutor Sister without the Post-graduate Nursing Diploma—				
(i)	312½	438½	23, 23, 28½, 23, 28	
(ii) If principal or sole Tutor Sister of a training school other than the main training school of a Board	£23 additional.			
8. Ward or Departmental Sister—	£	£	£	
(a) Supervising Sister				
(i)	444	467	23	
(ii) If on night duty and having two or more sisters working under her	478½	501½	23	
[[<i>(aa)</i> Senior Ward or Departmental Sister—		Yearly Rate of Salary		
(i) First to fifth years (inclusive)		£		
(ii) Sixth to tenth years (inclusive)		431		
(iii) Eleventh and subsequent years		446		
(iv) While on night duty		461		
(v) While engaged on duty as afternoon sister for a period exceeding two months		An allowance in accordance with clause 23 of this Schedule.		
		£28½ additional.]]		
		Yearly Rate of Salary		
	Minimum	Maximum	Increments	
(b) In any other case—	£	£	£	
(i)	290½	416	28, 23, 23, 28½, 23	
(ii) While on night duty			An allowance in accordance with clause 23 of this Schedule.	
(iii) While engaged on duty as afternoon sister for a period exceeding two months			£28½ additional.	
(c) If required to be in possession of any one or more of the following qualifications—namely, a certificate of registration as a maternity nurse or a psychiatric nurse, or any other post-registration certificate (other than the Post-graduate Nursing Diploma) recognized by the Nurses and Midwives Board for registration purposes			£11½ additional.	
(d) If possessing the Post-graduate Nursing Diploma			£11½ additional.	

SCHEDULE: SCALES OF SALARIES AND WAGES OF NURSES—*continued*

Position	Yearly Rate of Salary		
	Minimum	Maximum	Increments
9. Supervising Theatre Sister—	£	£	£
(a) Having supervision of five or more theatres	444	501½	28½
(b) Having supervision of two, three, or four theatres	416	478½	33½, 28½
(c) If possessing the Post-graduate Nursing Diploma	£11½ additional.		
10. Theatre Sisters and Theatre Staff Nurses—			
(a) Theatre Sister—			
(i)	The remuneration of a ward or departmental sister and £11½ additional for the first year as theatre sister increased to £23 additional for any subsequent period.		
(ii) If possessing the Post-graduate Nursing Diploma	£11½ additional		
(b) Theatre Staff Nurse	The remuneration of a staff nurse and £11½ additional.		
11. General Duty Nurse—			
(a)	278½	364½	28, 23, 23, 11½
(b) While on night duty	An allowance in accordance with clause 23 of this Schedule.		
(c) While employed wholly or mainly in an operating theatre or suite	£11½ additional.		
(d) While acting as an afternoon sister for a continuous period exceeding two months	£28½ additional.		
12. Staff Nurse—			
(a)	267½		
(b) A person employed continuously first as pupil nurse and then as staff nurse shall upon registration be paid the salary of a staff nurse retrospectively from the first day of the month immediately succeeding the day on which was held the last part of the examination by the passing of which she became eligible for registration.			
(c) While on night duty	An allowance in accordance with clause 23 of this Schedule.		
(d) While acting as an afternoon sister for a continuous period exceeding two months	£28½ additional.		
13. Pupil Nurse	159½	194	11½
14. Nursing Aid—			
(a)	210½	290½	23, 33½, 23
(b) While on night duty	An allowance in accordance with clause 23 of this Schedule.		
15. Karitane Nurse Employed in a Children's Ward	210½	290½	11½, 11½, 22½, 34½
16. Pupil Nursing Aid	159½	171	11½
17. Hospital Aid—			
(a)	194	227½	22½, 11½
(b) While on night duty	An allowance in accordance with clause 23 of this Schedule.		

SCHEDULE: SCALES OF SALARIES AND WAGES OF NURSES—*continued*

Position	Yearly Rate of Salary		
	Minimum	Maximum	Increments
18. Nursing Staff of Maternity Hospital, Maternity Ward, or Maternity Annex—	£	£	£
(a) Matron or Sister in Charge—			
(i) Hospital, ward, or annex of Grade M/I	536	593½	28¾
(ii) Hospital, ward, or annex of Grade M/II	501½	536	17¼
(iii) Hospital, ward, or annex of Grade M/III	478¾	501½	11½
(iv) Hospital, ward, or annex of Grade M/IV	467	478½	11½
(v) If tutorial duties are undertaken	£23 additional.		
(vi) If possessing the Post-graduate Nursing Diploma	£11½ additional.		
[[vii] If possessing the Plunket Certificate	£11½ additional.]]		
(b) Assistant Matron or Assistant Sister in Charge—			
(i) Hospital, ward, or annex of over 60 occupied beds	478½	501½	11½
(ii) Hospital, ward, or annex of over 40 but not over 60 occupied beds	467	478½	11½
(iii) If possessing the Post-graduate Nursing Diploma	£11½ additional.		
[[iv] If possessing the Plunket Certificate	£11½ additional.]]		
(c) Registered Staff—			
(i) Qualified as registered nurse and registered midwife	341¼	467	23, 28¾, 23, 23, 23
(ii) Qualified as registered nurse and registered maternity nurse	306¾	427½	23, 23, 28¾, 23, 23
(iii) Qualified as registered midwife only	290¼	393	28, 23, 23, 28¾
(iv) Qualified as registered maternity nurse only	245	352¾	33¾, 28, 23, 23
(v) While on night duty	An allowance in accordance with clause 23 of this Schedule.		
(vi) While acting as sole tutor	£23 additional.		
(vii) If possessing the Post-graduate Nursing Diploma	£11½ additional.		
[[viii] If possessing the Plunket Certificate	£11½ additional.]]		
(d) Maternity Nurse Trainee—			
(i) If already qualified as registered nurse	267¼		
(ii) Other trainees	159½	171	11½
(e) Karitane Nurse	210½	290¼	11½, 11½, 22¼, 34½
(f) Hospital Aid—			
(i)	194	227¾	22¼, 11½
(ii) While on night duty	An allowance in accordance with clause 23 of this Schedule.		
19. Nursing Staff of Tuberculosis Institutions, Wards, Annexes, and Clinics: The remuneration for corresponding positions provided for in clauses 1 to 17 inclusive and (except in the case of pupil nurses in an A Grade training school)	£28¾ additional for the first six months, increased to £57½ additional for any subsequent period.		

SCHEDULE: SCALES OF SALARIES AND WAGES OF NURSES—*continued*

Position	Yearly Rate of Salary		
	Minimum	Maximum	Increments
20. Nursing Staff of Extended Treatment Institutions, Wards, or Annexes: The remuneration for corresponding positions provided for in clauses 1 to 17 inclusive and (except in the case of pupil nurses in an A Grade training school)	£	£	£
	£28½ additional.		
21. District Nursing Staff—			
(a) District Nurse Supervisor—			
(i) Responsible for supervising more than ten district nurses ..	605	622½	17½
(ii) Responsible for supervising not less than three nor more than ten district nurses ..	The remuneration of a district nurse and £23 additional.		
(b) District Nurse—			
(i) Required to be both registered nurse and registered midwife	456½	582	23, 28½, 23, 23, 28
(ii) Required to be both registered nurse and registered maternity nurse	416¾	554	28, 23, 28½, 23, 23, 11½
(iii) Required to be registered nurse only	405½	542½	28, 23, 23, 28½, 23, 11½
(iv) If possessing the Post-graduate Nursing Diploma ..	£11½ additional.		
(v) If required by the Board to engage in public health activities ..	£11½ additional.		
(c) Medical Social Worker	The remuneration of a district nurse and £23 additional.		
22. Part Time Nursing Staff—			
(a) Registered nurse, registered midwife, or registered maternity nurse employed for not more than thirty hours' duty in a week	4s. 10d. per hour.		
(b) Registered nursing aid, hospital aid, or Karitane nurse employed for not more than thirty hours' duty in a week ..	3s. 8d. per hour.		
(c) Registered nurse, registered midwife, registered maternity nurse, registered nursing aid, hospital aid, or Karitane nurse employed for more than thirty hours' duty in a week	A rate of salary representing that proportion of the salary and board and lodging allowance payable in respect of full time employment in the position occupied that the number of hours worked during the week bears to forty.		
23. Night Duty Allowances—			
(a) This paragraph shall apply only to nurses employed in the following positions, namely:			
(i) Assistant home sisters.			
(ii) Ward or departmental sisters other than supervising sisters.			
(iii) Registered staff of a maternity hospital, maternity ward, or maternity annex other than a Matron or Sister in Charge or an Assistant Matron or Assistant Sister in Charge.			
While she is on night duty every nurse to whom this paragraph applies shall, in addition to the salary to which she is entitled in accordance with this Schedule, be paid an allowance at the rate of			

SCHEDULE: SCALES OF SALARIES AND WAGES OF NURSES—*continued*

£23 a year from the commencement of the period of night duty, increased to the rate of £34 10s. a year from the end of the third month of any continuous period of night duty exceeding three months, and increased to the rate of £57 10s. a year from the end of the first year of any continuous period of night duty exceeding one year.

(b) This paragraph shall apply only to nurses employed in the following positions, namely:

- (i) General duty nurses.
- (ii) Staff nurses.
- (iii) Nursing aids.
- (iv) Hospital aids.

While she is on night duty every nurse to whom this paragraph applies shall, in addition to the salary to which she is entitled in accordance with this Schedule, be paid an allowance at the rate of £11 10s. a year from the commencement of any period of night duty, increased to the rate of £34 10s. a year from the end of the third month of any continuous period of night duty exceeding three months.

(c) For the purposes of this clause any two periods of night duty shall be deemed to be a continuous period if the intervening period consists of the usual day or days off duty each week or if the nurse during the intervening period is off duty for not more than four weeks because of sickness or injury or is on annual leave or on bereavement leave.

Where the intervening period consists of the usual day or days off each week it shall be counted as part of the period of night duty.]

The above Schedule (which came into force on 1 September 1952) was substituted for the original Schedule by regulation 3 of the Hospital Employment (Nurses) Regulations 1952, Amendment No. 1.

Clauses 1 and 2 were substituted for clauses 1 and 2 (as substituted by regulation 3 of the Hospital Employment (Nurses) Regulations 1952, Amendment No. 1) by regulation 4 (1) of the Hospital Employment (Nurses) Regulations 1952, Amendment No. 2.

Para. (aa) of clause 8 was inserted by regulation 4 (2) of the Hospital Employment (Nurses) Regulations 1952, Amendment No. 2.

Subparas. (vii) of para. (a) of clause 18, (iv) of para. (b) of clause 18, and (viii) of para. (c) of clause 18 were respectively inserted by paras. (a), (b), and (c) of regulation 4 (3) of the Hospital Employment (Nurses) Regulations 1952, Amendment No. 2.

The remuneration provided for in this regulation is subject to the general wage increase prescribed by regulation 3 (2) of the Hospital Employment Regulations 1952, Amendment No. 1.

5. (1) For the purposes of clauses 2, 3, 4, 5, and 18 of the Schedule to regulation 4 of these regulations, the grade of an institution, maternity hospital, maternity ward, or maternity annex shall, subject to the provisions of this regulation, be determined in relation to the number of occupied beds in accordance with the following tables:

TABLE A—INSTITUTION OTHER THAN A SUBSIDIARY INSTITUTION OR MATERNITY HOSPITAL, MATERNITY WARD, OR MATERNITY ANNEX

	Number of Occupied Beds				Grade
(a)	Over 500	I
(b)	Over 300, but not over 500	II
(c)	Over 200, but not over 300	III
(d)	Over 100, but not over 200	IV
(e)	Over 50, but not over 100	V
(f)	Over 20, but not over 50	VI
(g)	Over 10, but not over 20	VII
(h)	10 or fewer	VIII

TABLE B—SUBSIDIARY INSTITUTION

	Number of Occupied Beds				Grade
(a) Over 100	S/I
(b) Over 50, but not over 100	S/II
(c) 50 or fewer	S/III

TABLE C—MATERNITY HOSPITAL, MATERNITY WARD, OR MATERNITY ANNEX

	Number of Occupied Beds				Grade
(a) Over 40	M/I
(b) Over 25, but not over 40	M/II
(c) Over 12, but not over 25	M/III
(d) 12 or fewer	M/IV

(2) In any particular case a Board may from time to time, with the approval of the Director-General, determine that the grade of an institution, maternity hospital, maternity ward, or maternity annex (not being the highest grade in the relevant table) shall be the grade next above that specified in the table for that institution, maternity hospital, maternity ward, or maternity annex.

(3) With respect to a newly opened institution, maternity hospital, maternity ward, or maternity annex, the grade shall be determined by the Director-General after considering the recommendation of the Board concerned, and that grade shall apply from the date of opening until the end of the next ensuing financial year, when the provisions of subclause (2) of this regulation shall thereupon apply.

Matrons' Salaries Grading Committee

5A. (1) In addition to any advisory committee appointed under the Hospital Board Employees (Conditions of Employment) Regulations 1947,* the Minister may establish a Matron's Salaries Grading Committee whose function it shall be to advise the Minister as to determinations with respect to salaries and other matters which it is expressly provided by these regulations shall be so determined.

(2) The Grading Committee shall consist of—

- (a) The Director-General, who shall be Chairman of the Committee;
- (b) The Director of the Division of Nursing appointed under the Health Act 1920;
- (c) Two persons being members of Hospital Boards, to be appointed by the Minister;
- (d) Two other persons, not being nurses employed by Hospital Boards, to be appointed by the Minister after consultation with the executive committee of the New Zealand Registered Nurses Association (Incorporated).

(3) The appointed members of the Grading Committee shall hold office at the pleasure of the Minister.

(4) Meetings of the Grading Committee shall be held at such times and places as the Chairman from time to time appoints.

* Statutory Regulations 1947, Serial number 1947/69, page 252.
 Amendment No. 1: Statutory Regulations 1950, Serial number 1950/83, page 253.
 Amendment No. 2: Statutory Regulations 1950, Serial number 1950/89, page 271.

(5) At every meeting of the Grading Committee the Chairman, if present, shall preside. If the Chairman is absent from any meeting, the officer of the Department of Health authorized to attend the meeting in his stead pursuant to the next succeeding subclause shall act as his deputy and shall have and may exercise the powers and duties of the Chairman for the purpose of the meeting.

(6) In the absence from any meeting of the Grading Committee of the Director-General of Health, he may appoint an officer of the Department of Health to attend the meeting in his stead. Where the person so appointed is not a member of the Grading Committee by virtue of his appointment in accordance with subclause (2) of this regulation, he shall while attending any meeting of the Committee pursuant to this subclause be deemed for all purposes to be a member of the Committee. The fact that any person so attends shall be sufficient evidence of his authority so to do.

(7) No business shall be transacted at any meeting unless the Chairman or his deputy and at least three other members are present during the whole time the business is transacted.

(8) Except with respect to a determination made under regulation 5c of these regulations, every determination shall be the subject of a prior application by the Director-General or the Board concerned.

(9) Every question before the Grading Committee shall be decided by the votes of the majority of members present. The Chairman of the meeting shall have a deliberative vote and, in the case of an equality of votes, shall also have a casting vote.

(10) At the request of any member who objects to any decision of the Grading Committee, the Chairman shall cause the objection to be recorded with the decision.

(11) It shall be the duty of the Chairman to notify the Minister of all determinations made by the Grading Committee and of every objection recorded on behalf of any member or members.

(12) Every determination of the Grading Committee under these regulations shall be subject to the approval of the Minister.

(13) Subject to the provisions of these regulations, the Grading Committee may regulate its own procedure as it thinks fit.

Determinations of Grading Committee

5B. (1) The Grading Committee, in making determinations as to the salary and other emoluments of a grade matron, shall have regard to the nature and relative importance of the duties and responsibilities of the position, to the hours of duty, and to the qualifications, experience, status, and ability of the grade matron, and any such determination shall be effective only so long as the duties and responsibilities of the position and the hours of duty remain substantially the same and the grade matron in respect of whom the determination was made continues to hold the position.

(2) The Grading Committee may, in any case where it considers special circumstances exist, fix a commencing salary for a grade matron at any rate above the minimum rate of the scale of salary applicable to her position, and it may, in addition to or instead of fixing such a rate, fix a maximum salary at any rate below the maximum rate of the scale of salary applicable to the position.

(3) In making a determination for the purpose of these regulations, the Grading Committee shall specify the date from which the determination is to take effect. The first determination affecting a grade matron employed by a Board on or after the 1st day of April 1954 may be made retrospective to a date not earlier than the said 1st day of April 1954, but, subject to this provision, no determination shall take effect earlier than one year before the date on which the determination is made.

Reconsideration of Determinations

5c. (1) Where a grade matron is dissatisfied with any determination made in respect of her grading by the Grading Committee and approved by the Minister in accordance with the provisions of these regulations, she may, within such time as is specified by the Director-General or within such extended time as the Director-General may in special circumstances allow, apply to the Committee through her employing Board to have the determination reconsidered by the Committee.

(2) The Grading Committee shall accordingly reconsider the determination, and shall make a new determination either confirming or amending the original determination. If the new determination amends the original determination and is approved by the Minister, it shall be deemed to be in substitution for the original determination and, unless the Committee otherwise determines, to take effect on and from the date on which the original determination became operative.

(3) For the purposes of that reconsideration the grade matron may appear and present her case or submit a written statement, and a member or officer of the employing Board may appear and make representations on behalf of the Board or the Board may submit a written statement.

(4) The Minister's decision on any determination made by the Grading Committee as a result of its reconsideration in accordance with this regulation shall be final.】

Regulations 5A, 5B, and 5c were inserted by regulation 5 of the Hospital Employment (Nurses) Regulations 1952, Amendment No. 2.

Board and Lodging

6. (1) This regulation shall apply only to nurses employed in institutions.

(2) Except in the case of a matron-in-chief, for whom provision is made in clause 1 of the Schedule to regulation 4 hereof, and except in the case of part time staff paid at an hourly rate, where a Board requires or authorizes a nurse to live out there shall be paid to her an allowance at an annual rate, approved by the Minister according to the circumstances of the locality, of not less than £115 and not more than £149 10s.

(3) Free meals shall be provided whilst on duty to a nurse living out.

(4) A nurse not living out shall be provided with free board and lodging.

The remuneration provided for in this regulation is subject to the general wage increase prescribed by regulation 3 (2) of the Hospital Employment Regulations 1952, Amendment No. 1.

Uniforms

7. (1) This regulation shall apply to all nurses except district nurses and those part time nurses who are paid at an hourly rate.

(2) A uniform dress, including a cap and a cape or cardigan, shall be supplied for the use of every nurse, but shall remain the property of the Board.

(3) Where a Board requires a nurse employed part time to wear a particular uniform, this shall be supplied free of charge, but shall remain the property of the Board.

(4) All uniform dresses, but not other clothing, shall be laundered free of charge.

(5) Two pairs of duty shoes and six pairs of duty stockings shall be supplied free of charge to every nurse each year:

Provided that a Board may instead of supplying such shoes and stockings grant a nurse a reasonable allowance towards the cost incurred by her in providing those shoes and stockings—

- (a) In the case of a nurse who is employed part time or as a relieving nurse and is required to wear white shoes and stockings; and
- (b) In any other case if the Board is unable to supply duty shoes or stockings.

8. District nurses shall for the purposes of their work be supplied free of charge with reasonable and sufficient uniform dresses, including frocks, coats, skirts, blouses, and overalls, or, alternatively, be paid an allowance of £50 for the first year and thereafter an allowance at the rate of £17 a year and be required in each case to provide uniform dresses of approved types.]

Regulation 8 was substituted for the original regulation 8 by regulation 6 of the Hospital Employment (Nurses) Regulations 1952, Amendment No. 2.

Transport

9. Any nurse employed in an institution who is required to undertake duty in another institution maintained by the same Board shall be transported with her luggage free of charge.

Hours of Work

10. (1) This regulation shall apply only to nurses employed in institutions and in the following positions, namely:

- (a) Ward or departmental sisters other than supervising night sisters:
- (b) Theatre sisters and theatre staff nurses:
- (c) General duty nurses:
- (d) Staff nurses:
- (e) Pupil nurses:
- (f) Nursing aids:
- (g) Pupil nursing aids:
- (h) Hospital aids:
- (i) Maternity nurse trainees:
- (j) Karitane nurses.

(2) The hours of work shall be as follows:

(a) For nurses on night duty, one duty not exceeding eight hours commencing not earlier than 10 p.m. and not later than 11 p.m.:

(b) For nurses on day duty, one duty not exceeding eight hours or two duties not together exceeding eight hours, and in either case inclusive of a break of ten minutes for morning tea, afternoon tea, or supper during duty hours, the day duty or duties to be between the hours of 6 a.m. and 11 p.m. and not involving more than five hours work between meals.

(3) A nurse on day duty shall be allowed a break of half an hour for each meal during duty hours, but any such break shall not count as hours of work for the purposes of [these regulations].

(4) A nurse changing from day duty to night duty, or *vice versa*, shall have at least twenty-four hours off duty before commencing the new duty.

(5) Every nurse shall have one clear period of at least twenty-four hours off duty each week.

(6) Time occupied by pupil nurses, maternity nurse trainees, and pupil nursing aids in attendance at classes of instruction for the purposes of their training and at State examinations shall be deemed to be hours of work.

(7) Notwithstanding the foregoing provisions of this regulation, a Board may in case of emergency require a nurse to work at times and for periods other than those hereinbefore prescribed.

The words "these regulations" in subclause (3) were substituted for the words "the next succeeding regulation" by regulation 7 of the Hospital Employment (Nurses) Regulations 1952, Amendment No. 2.

[Overtime Allowances

11. (1) This regulation shall apply to all nurses except grade matrons.

(2) If and so long as the hours of work of any class of nurses, as assessed according to a roster of duties approved by the Board, exceed forty each week the Board may, pursuant to a resolution in that behalf, pay overtime allowances in respect of the excess hours:

Provided that no such resolution shall be operative for more than twelve months at a time.]

Regulation 11 was substituted for the original regulation 11 by regulation 8 of the Hospital Employment (Nurses) Regulations 1952, Amendment No. 2.

12. (1) The rate of overtime allowance per annum shall be an amount representing a percentage of the basic annual salary determined according to the scale prescribed in the Schedule set out in subclause (5) of this regulation:

Provided that no payment shall be made in respect of overtime beyond four hours weekly except with the approval of the Director-General upon satisfactory evidence of the necessity for that overtime.

(2) For the purposes of the Schedule a fraction of an hour less than a half shall be disregarded and a fraction of a half or greater shall be counted as one hour.

(3) For the purposes of this regulation the basic annual salary means the annual salary payable for the time being with the addition of an amount approved by the Minister of not less than £115 and not more than £149 10s. where the nurse is provided by the Board with free board and lodging or is paid a board and lodging allowance:

Provided that there shall be excluded from the basic annual salary—

- (a) Any allowances in respect of additional qualifications provided for in clauses 8, 9, 10, 18, and 21 of the Schedule to regulation 4 of these regulations; and
- (b) Any location allowances provided for in regulation 13 of these regulations; and
- (c) Any subsistence allowance provided for in regulation 17 of these regulations.

(4) Where an overtime allowance is payable to a nurse it shall continue during any period of annual leave, but not during any other period of leave.

(5) The Schedule referred to in subclause (1) of this regulation is as follows:

SCHEDULE: OVERTIME ALLOWANCES FOR NURSES

Weekly Hours of Overtime Usually Worked	Annual Rate of Overtime Allowance
1	2½ per cent of basic annual salary.
2	5 per cent of basic annual salary.
3	7½ per cent of basic annual salary.
4	10 per cent of basic annual salary.
5	12½ per cent of basic annual salary.
6	15 per cent of basic annual salary.
7	17½ per cent of basic annual salary.
8 or more	20 per cent of basic annual salary.

The remuneration provided for in regulations 11 and 12 is subject to the general wage increase prescribed by regulation 3 (2) of the Hospital Employment Regulations 1952, Amendment No. 1.

Location Allowances

13. (1) In addition to the salary and other emoluments payable in accordance with the foregoing provisions of these regulations, there shall be payable to every nurse employed for twenty-eight days or more in an institution whose location in the opinion of the Director-General justifies extra remuneration a location allowance at a rate determined by the Director-General, but in no case exceeding £57 10s. a year.

(2) In respect of the first month during which a nurse is so employed the location allowance shall be paid in one sum upon completion of the month, and thereafter as a regular addition to the salary.

The remuneration provided for in this regulation is subject to the general wage increase prescribed by regulation 3 (2) of the Hospital Employment Regulations 1952, Amendment No. 1.

Residential Accommodation for Certain District Nurses

14. While a district nurse is required by the Board to be on call for duty on all seven days of the week, she shall either be provided with furnished residential accommodation free of charge or be paid a residential allowance at the rate of **£30s.** a week.

The expression "30s." was substituted for "20s." by regulation 9 of the Hospital Employment (Nurses) Regulations 1952, Amendment No. 2.

Annual Leave

15. (1) Leave of absence on full pay for recreational purposes shall be granted to the several classes of nurses according to the scale and conditions prescribed in the Schedule set out in subclause (6) of this regulation.

(2) The number of days shown in the Schedule is the number of days' leave that the respective classes of nurses are to be granted in respect of each year of their employment and is to be reckoned in consecutive days' leave (including Saturdays and Sundays).

(3) Any nurse employed on night duty for a period of at least twelve months shall be granted, in addition to the annual leave to which she is entitled according to the Schedule, annual leave at the rate of seven days for each twelve months on night duty.

[(4) Rev. by regulation 10 of 1954/110.]

(5) When the employment of a nurse ceases she shall be paid salary instead of being granted leave in respect of any annual leave or proportion of annual leave accrued due to her.

(6) The Schedule referred to in subclause (1) of this regulation is as follows:

SCHEDULE: ANNUAL LEAVE FOR NURSES

Class of Nurses	Number of Days' Leave	Conditions
1. Hospital aids	23	Leave to be granted in one or two periods.
2. Maternity nurse trainees ..	28	Leave to be granted in two periods, neither less than seven days.
3. District nurses on call for seven days a week	} 35	Leave to be granted in two periods, neither less than seven days.
Registered staff of maternity hospitals, wards, or annexes ..		
Tutor sisters		
4. All other classes of nurses ..	28	Leave to be granted in one or two periods.

The words "Pupil nursing aids" were omitted from the first column of the Schedule (in paragraph 1), with effect from 14 August 1953, by regulation 4 of the Hospital Employment (Nurses) Regulations 1952, Amendment No. 1.

Sick Leave

16. (1) Where a nurse is granted leave of absence on account of sickness or injury not arising out of and in the course of her employment (hereinafter referred to as sick leave) she shall be entitled to full pay or half pay, as the case may be, according to the scale prescribed in the Schedule set out in subclause (7) of this regulation.

(2) The length of service for the purposes of the Schedule means the aggregate period of nursing service, whether continuous or intermittent, in the employ of a Board, a separate institution, or the Crown, or of two or more of such employers.

(3) The total period of sick leave with pay set out in the Schedule may consist of one or more periods. Sick leave with pay for each period allowed is to be reckoned in consecutive days (including Saturdays and Sundays).

(4) For every nurse whose length of service exceeds four years the period of sick leave with pay to which she is entitled shall for the purposes of the Schedule be computed in respect of her whole length of service. For the purposes of that Schedule every two days previously allowed on half pay shall be computed as one day previously allowed.

(5) In addition to sick leave with pay as provided for in the foregoing provisions of this regulation, a nurse may, at the discretion of a Board, be granted sick leave with full pay for not more than eight days in any year where on account of minor illness it is deemed inadvisable for her, in her own interests or those of the institution, to be on duty.

(6) Where in the opinion of a Board a nurse in its employ is incapacitated by sickness or injury arising out of and in the course of her employment it shall be permissible for the Board to continue to pay her full salary during incapacity:

Provided that the prior written approval of the Director-General shall be obtained for any such payment beyond a period of three months:

Provided also that the period in respect of which salary is paid in accordance with the provisions of this subclause shall not be regarded as sick leave with pay for the purposes of the foregoing provisions of this regulation.

(7) The Schedule referred to in subclause (1) of this regulation is as follows:

SCHEDULE

Length of Service	Total Period of Sick Leave With Pay During Whole Length of Service
Up to four years' service	4 weeks on full pay and 4 weeks on half pay in any one year.
Over four years' and up to five years' service	46 days on full pay, inclusive of days previously allowed.
Over five years' and up to ten years' service	92 days on full pay, inclusive of days previously allowed.
Over ten years' and up to twenty years' service	183 days on full pay, inclusive of days previously allowed.
Over twenty years' and up to thirty years' service	275 days on full pay, inclusive of days previously allowed.
Over thirty years' service	365 days on full pay, inclusive of days previously allowed.

Subsistence Allowances

17. (1) Where a nurse who, in accordance with the provisions of these regulations, ordinarily receives free board and lodging is granted annual leave or sick leave with pay, she shall, if living away from the institution during that leave, be paid a subsistence allowance at the rate of £1 3s. per week.

(2) Where a nurse who, in accordance with the provisions of these regulations, ordinarily receives an allowance for board and lodging is granted annual leave or sick leave with pay, she shall continue to be paid the allowance during that leave.

The remuneration provided for in this regulation is subject to the general wage increase prescribed by regulation 3 (2) of the Hospital Employment Regulations 1952, Amendment No. 1.

T. J. SHERRARD,
Clerk of the Executive Council.

*Certified for the purposes of section 7 of the Regulations Act 1936,
this 14th day of October 1954.*

T. CLIFTON WEBB,
Attorney-General.

Issued under the authority of the Regulations Act 1936.
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These regulations are administered in the Department of Health.