

CHAPTER NINE

POLYTECHNIC HIGHER DIPLOMA, DIPLOMA AND RELATED GRADES

(The three qualification groups under the category of Polytechnic Higher Diploma, Diploma and Related Grades are dealt with in this Chapter)

9.1 Three qualification groups are placed under the category of Polytechnic Higher Diploma, Diploma and Related Grades :-

Group I : Grades where appointment to the first functional rank requires a minimum qualification of Polytechnic Higher Diploma or equivalent.

Group II : Grades where appointment to the first functional rank requires a minimum qualification of Polytechnic Diploma or equivalent.

Group III : Grades where appointment to the first functional rank requires at least a Form IV level of education plus two years' training or a full School Certificate plus one year's training.

9.2 The existing classification generally reflects the job requirements and appointment qualifications of different grades under the category of Polytechnic Higher Diploma, Diploma and Related Grades. It should be retained. A considerable number of grades in the three groups have student ranks and this arrangement should continue.

9.3 We have taken note that courses leading to a qualification of Professional Diploma are being offered by the Polytechnics and such diplomates are required by a few grades in Group I. We consider it unnecessary, however, to create a separate qualification group for these grades as

Professional Diploma is not a principal entry qualification in the civil service and the job requirements and nature of responsibilities of the grades concerned are similar to those of other grades in Group I.

Benchmark and Salary Structure

9.4 The benchmarks for Groups I, II and III have been set respectively at MPS 17, 14 and 11 (equivalent to new MPS 13, 10 and 7) in Chapter 4. We have recommended in Chapter 6 that student ranks should continue to be remunerated on a separate Training Pay Scale, with the benchmark at new TPS 3 for School Certificate entry.

9.5 The existing salary structures of the three groups are retained in general. Again, where appropriate, pay scales of individual grades are fine-tuned by reference to relevant job features and other factors such as difficulties in recruitment or retention.

9.6 At present, some grades in the category of Polytechnic Higher Diploma, Diploma and Related Grades rely principally on courses offered by the tertiary institutions to provide suitably qualified candidates for appointment. In recent years, some of these courses have been upgraded to a higher level by the institutions concerned. We have examined whether the pay for a grade should be increased or the grade re-classified under another qualification group in the event that a higher qualification becomes the de facto entry qualification for this grade. In our opinion, the academic level of a course in a tertiary institution and the minimum qualification for a grade in the civil service to meet job requirements are different issues. The fact that a course is upgraded does not necessarily imply that there is a corresponding change in the job requirements of the civil service grade concerned. In the absence of such a change, no revision to pay or classification should be made. Of course, if a higher qualification is of particular value in a specific grade and is stipulated as the appointment requirement, the classification or pay scale of the grade should be adjusted as appropriate.

Amalgamation of Small Grades

9.7 We observe that in some departments, a number of small grades undertake similar duties. We recommend that the Administration should examine the feasibility of amalgamating such grades as far as practicable so as to avoid the proliferation of grades and to facilitate better staff management and resource deployment.

Causes for Staff Resignation

9.8 In the course of our review, we have encountered cases where the departmental management is not fully aware of the reasons why staff have resigned or transferred. Needless to say, such information is important in drawing up measures to tackle the problem effectively. We urge the management to develop a proper system to keep track of the causes for wastage and to act upon the information where possible.

Individual Grades

9.9 Our recommendations for individual grades are set out below.

Group I

(Grades where appointment to the first functional rank requires a minimum qualification of Polytechnic Higher Diploma or equivalent)

9.10 Chiropodist

Members of this grade are responsible for providing foot-health services to patients. The existing pay scales of the grade are appropriate.

	<u>Existing</u>	<u>Under Existing MPS</u>	<u>Proposed</u> <u>Under New MPS</u>
Chiropodist II	17 - 27	17 - 27	13 - 23
Chiropodist I	28 - 37	28 - 37	24 - 33

9.11 Dental Therapist

The pay scale of the student rank takes account of the need for trainees to spend a significant part of their time on functional duties and the difficulties in recruitment. The pay scales of the functional ranks are appropriate.

	<u>Existing</u>	<u>Under Existing MPS</u>	<u>Proposed</u> <u>Under New MPS/TPS</u>
Student Dental Therapist	TPS 5 - 7	-	TPS 5 - 7
Dental Therapist	17 - 27	17 - 27	13 - 23
Senior Dental Therapist	28 - 32	28 - 32	24 - 28
Tutor Dental Therapist	33 - 37	33 - 37	29 - 33

9.12 Health Inspector

The pay scale of the Student Health Inspector rank reflects the serious difficulties in recruitment. The existing pay scales of the functional ranks are appropriate.

	<u>Existing</u>	<u>Under Existing MPS</u>	<u>Proposed</u> <u>Under New MPS/TPS</u>
Student Health Inspector	TPS 5 - 7	-	TPS 5 - 7
Health Inspector II	18 - 28	18 - 28	14 - 24
Health Inspector I	29 - 33	29 - 33	25 - 29
Senior Health Inspector	34 - 37	34 - 37	30 - 33
Chief Health Inspector	38 - 43	38 - 43	34 - 39
Superintendent of Urban Services	44 - 47	44 - 47	40 - 44
Senior Superintendent of Urban Services	48 - 51	48 - 51	45 - 49

9.13 Occupational Therapist

We note that, since the course concerned has been upgraded by the Polytechnic, appointees to this grade normally hold a Professional Diploma in Occupational Therapy. Nonetheless, we consider the existing classification of the grade still appropriate. In recognition of the increase in the demands on the grade, we recommend that both the starting and maximum pay of the

first two ranks be increased by one point. In addition, we have omitted a point from the pay scale of the entry rank to alleviate wastage. The existing pay scales of the Senior and Superintendent Occupational Therapist ranks are appropriate.

	<u>Existing</u>	<u>Proposed</u> Under <u>Existing MPS</u>	Under <u>New MPS</u>
Occupational Therapist II	17 - 27	18 - 28 (Omitted Point at 20)	14 - 24 (Omitted Point at 16)
Occupational Therapist I	28 - 37	29 - 37A	25 - 33A
Senior Occupational Therapist	38 - 43	38 - 43	34 - 39
Superintendent Occupational Therapist	44 - 47	44 - 47	40 - 44

9.14 Orthoptist

Created in 1982, the Orthoptist grade provides remedial treatment of eye muscles. We consider the existing pay scales appropriate.

	<u>Existing</u>	<u>Proposed</u> Under <u>Existing MPS</u>	Under <u>New MPS</u>
Orthoptist II	17 - 27	17 - 27	13 - 23
Orthoptist I	28 - 37	28 - 37	24 - 33

9.15 Physiotherapist

Appointees to this grade normally complete a Professional Diploma course which has been upgraded from the Higher Diploma level by the Polytechnic a few years ago. As in the case of the Occupational Therapist grade, we consider the existing classification appropriate. Similarly, to take account of the increase in the demands on the grade, we recommend that both the minimum and maximum pay of the first two ranks be increased by one point. We also recommend the omission of a point from the pay scale of the Physiotherapist I rank to tackle the increasingly serious wastage. The pay scales of the top two ranks should continue to be broadbanded.

	<u>Existing</u>	<u>Under Existing MPS</u>	<u>Proposed</u> <u>Under New MPS</u>
Physiotherapist II	17 - 27	18 - 28	14 - 24
Physiotherapist I	28 - 37	29 - 37A (Omitted Point at 34)	25 - 33A (Omitted Point at 30)
Senior Physiotherapist	38 - 43	38 - 43	34 - 39
Superintendent Physiotherapist	44 - 47	44 - 47	40 - 44

9.16 Prosthetist

Prosthetists are engaged in the design, fitting and checking of artificial limbs and in training patients to operate them. The existing pay scales of the functional ranks are appropriate. The new pay scale of the student rank has regard to the difficulties in recruitment.

Although there is insufficient justification to create a new rank of Superintendent Prosthetist, we suggest that the departmental management and the Administration should examine whether additional posts at Prosthetist I and Senior Prosthetist levels should be created with a view to improving the supervisory structure of the grade.

	<u>Existing</u>	<u>Under Existing MPS</u>	<u>Proposed</u> <u>Under New MPS/TPS</u>
Student Prosthetist	TPS 5 - 7	-	TPS 4 - 6
Prosthetist II	17 - 27	17 - 27	13 - 23
Prosthetist I	28 - 37	28 - 37	24 - 33
Senior Prosthetist	38 - 43	38 - 43	34 - 39

9.17 Radiographer

As with Occupational Therapist and Physiotherapist, the qualification for entry to the basic functional rank has de facto become Professional Diploma after upgrading of the course concerned by the Polytechnic. We do not recommend any change to the existing classification. The starting and maximum pay of Radiographer II and I are raised by one point to reflect the increase in the demands on these ranks. We also omit a point from the pay scale of the Radiographer I rank to help

retain staff. The pay scale of the student rank largely follows the existing scale, which was last revised in July 1989.

	<u>Existing</u>	<u>Proposed</u>	
		<u>Under Existing MPS</u>	<u>Under New MPS/TPS</u>
Student Radiographer	TPS 12 - 14	-	TPS 9 - 11
Radiographer II	17 - 27	18 - 28	14 - 24
Radiographer I	28 - 37	29 - 37A (Omitted Point at 34)	25 - 33A (Omitted Point at 30)
Senior Radiographer	38 - 43	38 - 43	34 - 39
Superintendent Radiographer	44 - 47	44 - 47	40 - 44

9.18 Registered Nurse
Registered Nurse (Psychiatric)

Although the intake of Student Nurses has improved in recent recruitment exercises, wastage is still serious. In recognition of the retention problem, the significant amount of time spent by trainees on functional duties and the requirement for them to work frequent overnight shifts, the pay scale of the Student Nurse rank is set at new TPS 6 - 8. We note that a residential allowance is now paid to Student Nurses under training.

As regards the salary structure of the functional ranks, the Nursing and Allied Grades Review Committee, comprising representatives from both management and staff, has proposed to reschedule the duties of the second, third and fourth ranks of the grade and to replace them by two new ranks of Nursing Officer and Senior Nursing Officer. We support this proposal on the grounds that it will streamline the existing cumbersome multi-layer supervisory structure, increase operational efficiency, and enhance the career progression prospects. We recommend that the new Nursing Officer rank should have a salary scale which spans those of the existing Nursing Officer I and II.

Registered Nurses and Nursing Officers are required to work frequent overnight shifts and on Sundays and public holidays. Having regard to these job factors and in view of the nature of their duties, we recommend that the minimum and maximum pay of these two ranks each be increased by one point. In addition, two points are

omitted for Registered Nurses in order to help check the increasing wastage. The existing pay scales of the Senior, Chief and Regional Nursing Officer ranks are appropriate.

We note that Student and Registered Nurses in the psychiatric stream traditionally enjoy a pay lead over their respective counterparts in the general stream in recognition of the heavier demands placed on them. As the considerations relating to the general stream are applicable to the psychiatric stream, similar restructuring and salary revisions are applied to the Registered Nurse (Psychiatric) grade.

The Nursing and Allied Grades Review Committee has made two other proposals: the appointment of matriculants to the student rank at a higher salary point and the creation of two new grades of Nurse Educator and Nurse Educator (Psychiatric). We are unable to support these proposals. The first conflicts with the established principle that qualifications over and above the stipulated minimum should not attract higher pay. As regards the creation of the Nurse Educator grades, this would be a reversal of our recommendation in 1979 to merge the Nurse Tutors into the mainstream nursing grade. This merger provides flexibility in staff deployment and improves career prospects. In our view, these considerations remain valid.

Registered Nurse

		<u>Existing</u>	<u>Proposed</u>	
			<u>Under Existing MPS</u>	<u>Under New MPS/TPS</u>
Student Nurse	TPS	6 - 8	-	TPS 6 - 8
Registered Nurse		18 - 28	19 - 29 (Omitted Points at 21, 25)	15 - 25 (Omitted Points at 17, 21)
Nursing Officer II		29 - 33	Nursing Officer 30 - 37A Senior Nursing Officer 38 - 43	26 - 33A 34 - 39
Nursing Officer I		34 - 37		
Senior Nursing Officer		38 - 43		
Chief Nursing Officer		44 - 47	44 - 47	40 - 44
Regional Nursing Officer		48 - 51	48 - 51	45 - 49

Registered Nurse (Psychiatric)

		<u>Existing</u>	<u>Proposed</u>	
			Under Existing MPS	Under New MPS/TPS
Student Nurse (Psychiatric)	TPS	8 - 10	-	TPS 8 - 10
Registered Nurse (Psychiatric)		20 - 29	21 - 30 (Omitted Points at 23, 27)	17 - 26 (Omitted Points at 19, 23)
Nursing Officer II (Psychiatric)		30 - 34)	Nursing Officer (Psy.) 31 - 37A	27 - 33A
Nursing Officer I (Psychiatric)		35 - 37)	Senior Nursing Officer (Psy.) 38 - 43	34 - 39
Senior Nursing Officer (Psychiatric)		38 - 43)		
Chief Nursing Officer (Psychiatric)		44 - 47	44 - 47	40 - 44

Group II

(Grades where appointment to the first functional rank requires a minimum qualification of Polytechnic Diploma or equivalent)

9.19 Aeronautical Communications Officer

In recognition of the amount of functional duties undertaken by trainees and the requirement for them to work shifts, the pay scale of the student rank is set at new TPS 5-6. Like those in the first two functional ranks, staff of the third rank are required to undertake frequent shift work. This factor has been reflected in the minimum of the rank scale but not the maximum which should therefore be raised by one point. The pay scales of other ranks are appropriate.

	<u>Existing</u>	<u>Proposed</u>	
		<u>Under Existing MPS</u>	<u>Under New MPS/TPS</u>
Student Aeronautical Communications Officer	TPS 6 - 7	-	TPS 5 - 6
Aeronautical Communications Officer II	15 - 26	15 - 26	11 - 22
Aeronautical Communications Officer I	27 - 33	27 - 33	23 - 29
Aeronautical Communications Supervisor	34 - 37	34 - 37A	30 - 33A
Senior Aeronautical Communications Supervisor	38 - 43	38 - 43	34 - 39
Chief Aeronautical Communications Supervisor	44 - 47	44 - 47	40 - 44

9.20 Agricultural Laboratory Technician

Since no student has been recruited for more than ten years, we agree with the departmental management that the training rank should be deleted. The pay scales of the functional ranks are in line with those of other comparable grades in the group.

	<u>Existing</u>	<u>Proposed</u>	
		<u>Under Existing MPS</u>	<u>Under New MPS</u>
Student Agricultural Laboratory Technician	TPS 5 - 7	Deletion	
Agricultural Laboratory Technician II	14 - 25	14 - 25	10 - 21
Agricultural Laboratory Technician I	26 - 32	26 - 32	22 - 28