



Public report

2017-18

Submitted by

Legal Name:

Medibank Health Solutions Telehealth Pty Ltd





Organisation and contact details

Submitting organisation details	Legal name	Medibank Health Solutions Telehealth Pty Ltd			
	ABN	40069396792			
	ANZSIC	Q Health Care and Social Assistance 8539 Other Allied Health Services			
	Business/trading name/s				
	ASX code (if applicable)				
	Postal address	PO Box 4069			
		LANE COVE NSW 2066			
		AUSTRALIA			
	Organisation phone number	(02) 9425 3700			
Reporting structure	Ultimate parent	Medibank Private Limited			
	Number of employees covered by this report	1,266			





Workplace profile

Manager

Managan assurational astanavica	Deposition level to CEO	Reporting level to CEO Employment status		N	o. of employees
Manager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees
		Full-time permanent	0	1	1
		Full-time contract	0	0	0
CEO/Head of Business in Australia	0	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	1	0	1
		Full-time contract	0	0	0
	-1	Part-time permanent	0	0	0
		Part-time contract	0	0	0
Other evenutives/Coneral managers		Casual	0	0	0
Other executives/General managers		Full-time permanent	4	3	7
	-2	Full-time contract	0	0	0
		Part-time permanent	1	0	1
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	1	0	1
		Full-time contract	0	0	0
	-2	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	8	12	20
		Full-time contract	0	0	0
Senior Managers	-3	Part-time permanent	2	0	2
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	0	7	7
		Full-time contract	2	0	2
	-4	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0





Manager occupational categories	Reporting level to CEO	Employment status	No. of employees		
ivianager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees
		Full-time permanent	4	1	5
		Full-time contract	0	0	0
	-3	Part-time permanent	1	0	1
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	16	8	24
		Full-time contract	5	2	7
	-4	Part-time permanent	9	0	9
		Part-time contract	0	0	0
Other managers		Casual	0	0	0
Other managers		Full-time permanent	18	4	22
		Full-time contract	2	1	3
	-5	Part-time permanent	9	0	9
		Part-time contract	1	0	1
		Casual	0	0	0
		Full-time permanent	4	0	4
		Full-time contract	1	0	1
	-6	Part-time permanent	1	0	1
		Part-time contract	0	0	0
		Casual	0	0	0
Grand total: all managers			90	39	129

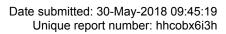




Workplace profile

Non-manager

Non manager appunational actorogrica	Employment status	No. of employees (excluding graduates and apprentices)		No. of graduates (if applicable)		No. of apprentices (if applicable)		Total ampleyees
Non-manager occupational categories		F	M	F	М	F	M	Total employees
	Full-time permanent	155	53	0	0	0	0	208
	Full-time contract	78	46	0	0	0	0	124
Professionals	Part-time permanent	430	29	0	0	0	0	459
Professionals	Part-time contract	152	43	0	0	0	0	195
	Casual	129	22	0	0	0	0	151
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Technicians and trade	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Community and personal service	Part-time permanent	0	0	0	0	0	0	0
, ,	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Clerical and administrative	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Sales	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Machinery operators and drivers	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0







Non manager equipational estageries	Employment status	No. of employees (excluding	graduates and apprentices)	No. of graduates	No. of graduates (if applicable) No. o		o. of apprentices (if applicable)	
Non-manager occupational categories	Employment status	F	M	F	M	F	М	Total employees
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Labourers	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Others	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
Grand total: all non-managers		944	193	0	0	0	0	1,137





Reporting questionnaire

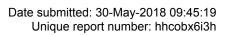
Gender equality indicator 1: Gender composition of workforce

This indicator seeks information about the gender composition of relevant employers in a standardised format, to enable the aggregation of data across and within industries. The aggregated data in your workplace profile assists relevant employers in understanding the characteristics of their workforce, including in relation to occupational segregation, the position of women and men in management within their industry or sector, and patterns of potentially insecure employment.

NB. IMPORTANT:

- References to the Act mean the Workplace Gender Equality Act 2012.
- A formal 'policy' and/or 'formal strategy' in this questionnaire refers to formal policies and/or strategies that are either standalone or contained within another formal policy/formal strategy.
- Data provided in this reporting questionnaire covers the TOTAL reporting period from 1 April 2017 to 31 March 2018. (This differs from the workplace profile data which is taken at a point-in-time during the reporting period).
- Answers need to reflect ALL organisations covered in this report.
- If you select "NO, Insufficient resources/expertise" to any option, this may cover human or financial resources.
- 1. Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY relating to the following?

1.1	Recruitment
	 ✓ Yes (select all applicable answers) ☐ Policy ✓ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.2	Retention
	 ✓ Yes (select all applicable answers) ☐ Policy ☑ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.3	Performance management processes
	 ✓ Yes (select all applicable answers) ✓ Policy ✓ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority





1.4

Promotions



	 Yes (select all applicable answers) □ Policy □ Strategy □ No (you may specify why no formal policy or formal strategy is in place) □ Currently under development, please enter date this is due to be completed □ Insufficient resources/expertise □ Not a priority
1.5	Talent identification/identification of high potentials
	 ✓ Yes (select all applicable answers) ☐ Policy ☑ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.6	Succession planning
	 Yes (select all applicable answers) □ Policy □ Strategy □ No (you may specify why no formal policy or formal strategy is in place) □ Currently under development, please enter date this is due to be completed □ Insufficient resources/expertise □ Not a priority
1.7	Training and development
	 Yes (select all applicable answers) □ Policy ☑ Strategy □ No (you may specify why no formal policy or formal strategy is in place) □ Currently under development, please enter date this is due to be completed □ Insufficient resources/expertise □ Not a priority
1.8	Key performance indicators for managers relating to gender equality
	 ✓ Yes (select all applicable answers) ☐ Policy ☑ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.9	Gender equality overall
	 ✓ Yes (select all applicable answers) ✓ Policy ✓ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority





1.10 How many employees were promoted during the reporting period against each category below?
IMPORTANT: Because promotions are included in the number of appointments in Q1.11, the number of promotions should never exceed appointments.

	Mana	gers	Non-managers	
	Female	Male	Female	Male
Permanent/ongoing full-time employees	5	4	6	1
Permanent/ongoing part-time employees	14	0	0	0
Fixed-term contract full-time employees	0	1	0	0
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	0	0

1.11 How many appointments in total (including the number of promotions above in Q1.10), were made to manager and non-manager roles during the reporting period (based on WGEA-defined managers/non-managers)?

IMPORTANT: promotions need to be added to these totals because they are considered internal appointments.

	Female	Male
Number of appointments made to MANAGER roles (including promotions)	52	21
Number of appointments made to NON-MANAGER roles (including promotions)	445	93

1.12 How many employees resigned during the reporting period against each category below?

	Mana	Managers		nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	10	3	27	10
Permanent/ongoing part-time employees	2	1	91	9
Fixed-term contract full-time employees	3	2	16	6
Fixed-term contract part-time employees	0	0	15	7
Casual employees	1	0	13	4

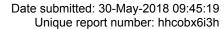
1.13 If your organisation would like to provide additional information relating to gender equality indicator 1, please do so below.

Medibank Health Solutions Telehealth, as part of Medibank Private, has publicly stated targets within our Annual Report, in compliance with ASX Corporate Governance Principles, to ensure we have at least 40% women across our leadership population, and maintaining our status as an Employer of Choice for Gender Equality. We report on Gender Composition every month, and circulate this information to our Senior Leaders.

Gender equality indicator 2: Gender composition of governing bodies

Gender composition of governing bodies is an indicator of gender equality at the highest level of organisational leadership and decision-making. This gender equality indicator seeks information on the representation of women and men on governing bodies. The term "governing body" in relation to a relevant employer is broad and depends on the nature of your organisation. It can mean the board of directors, trustees, committee of management, council or other governing authority of the employer.

2. The organisation(s) you are reporting on will have a governing body. In the Act, governing body is defined as "the board of directors, trustees, committee of management, council or other governing authority of the employer". This question relates to the highest governing body for your Australian entity, even if it is located overseas.







2.1	Please answer the following	g questions relating t	o each governing	body covered in th	is report.
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Note: If this report covers more than one organisation, the questions below will be repeated for each organisation before proceeding to question 2.2.

If your organisation's governing body is the same as your parent entity's, you will need to add your organisation's name BUT the numerical details of your parent entity's governing body.

2.1a.1	Organisation name?					
	Medibank Health Solutions Telehealth					
2.1b.1	How many Chairs on this governing body?					
		Female	Male			
	Number	1	0			
2.1c.1	How many other members are on this governing body (excluding the Chair/s)?					
		Female	Male			
	Number	4	3			

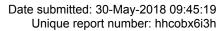
2.1d.1 Ha	s a target been set to increase the representation of women on this governing body?
	Yes No (you may specify why a target has not been set) ☐ Governing body/board has gender balance (e.g. 40% women/40% men/20% either) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Do not have control over governing body/board appointments (provide details why): ☐ Not a priority ☐ Other (provide details):

	☐ Yes ☑ No
2.2	Do you have a formal selection policy and/or formal selection strategy for governing body members for ALL organisations covered in this report?

n place)
)
)

2.1g.1 Are you reporting on any other organisations in this report?

2.3 Does your organisation operate as a partnership structure (i.e. select NO if your organisation is an "incorporated" entity - Pty Ltd, Ltd or Inc; or an "unincorporated" entity)?







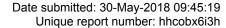
	Yes
\boxtimes	No

2.5 If your organisation would like to provide additional information relating to gender equality indicator 2, please do so below.

Gender equality indicator 3: Equal remuneration between women and men

Equal remuneration between women and men is a key component of improving women's economic security and progressing gender equality.

⊠ Y	es (select all applicable answers) Strategy
□N	 ☑ Strategy b (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Salaries set by awards/industrial or workplace agreements ☐ Non-award employees paid market rate ☐ Not a priority ☐ Other (provide details):
3.1	Are specific gender pay equity objectives included in your formal policy and/or formal strategy?
	 ✓ Yes (provide details in question 3.2 below) ☐ No (you may specify why pay equity objectives are not included in your formal policy or formal strategy) ☐ Currently under development, please enter date this is due to be completed ☐ Salaries set by awards/industrial or workplace agreements ☐ Insufficient resources/expertise ☐ Non-award employees paid market rate ☐ Not a priority ☐ Other (provide details):
3.2	Does your formal policy and/or formal strategy include any of the following gender pay equity objectives (select all applicable answers)?
	 ☑ To achieve gender pay equity ☑ To ensure no gender bias occurs at any point in the remuneration review process (for example at commencement, at annual salary reviews, out-of-cycle pay reviews, and performance pay reviews) ☐ To be transparent about pay scales and/or salary bands ☑ To ensure managers are held accountable for pay equity outcomes ☑ To implement and/or maintain a transparent and rigorous performance assessment process ☐ Other (provide details):
	you analysed your payroll to determine if there are any remuneration gaps between women and men (i.e. ucted a gender pay gap analysis)?
	es - the most recent gender remuneration gap analysis was undertaken: Within last 12 months Within last 1-2 years More than 2 years ago but less than 4 years ago Other (provide details): Other (provide details): Other (you may specify why you have not analysed your payroll for gender remuneration gaps) Currently under development, please enter date this is due to be completed







room fo qualifica IS room assessr	☐ Salaries for SOME or ALL employees (including managers) are set by awards or industrial agreements and there in for discretion in pay changes (because pay increases can occur with some discretion such as performance
	You may provide details below on the type of gender remuneration gap analysis that has been undertaken (for example like-for-like and/or organisation-wide).
;	During decisions about performance and remuneration outcomes, people leaders are provided real-time analytics on outcomes by gender and full-time/part-time. This ensures people leaders can correct any bias in decision making at the point of the decision. Our Performance & Rewards team then conduct a gender pay equity gap analysis on the overall result to ensure any discrepancies are adjusted. This is reported to our Board and Executive Leadership Team
4.1	Did you take any actions as a result of your gender remuneration gap analysis?
	Yes − indicate what actions were taken (select all applicable answers) □ Created a pay equity strategy or action plan □ Identified cause/s of the gaps □ Reviewed remuneration decision-making processes □ Analysed performance ratings to ensure there is no gender bias (including unconscious bias) □ Analysed performance pay to ensure there is no gender bias (including unconscious bias) □ Trained people-managers in addressing gender bias (including unconscious bias) □ Set targets to reduce any like-for-like gaps □ Set targets to reduce any organisation-wide gaps □ Reported pay equity metrics (including gender pay gaps) to the governing body □ Reported pay equity metrics (including gender pay gaps) to the executive □ Reported pay equity metrics (including gender pay gaps) to the executive □ Reported pay equity metrics (including gender pay gaps) to the executive □ Reported pay equity metrics (including gender pay gaps) to all employees □ Reported pay equity metrics (including gender pay gaps) to the executive □ Reported pay equity metrics (including gender pay gaps) to all employees □ Reported pay equity metrics (including gender pay gaps) to all employees □ Reported pay equity metrics (including gender pay gaps) to all employees □ Reported pay equity metrics (including gender pay gaps) to metric pay gaps) □ Corrected like
	If your organisation would like to provide additional information relating to gender equality indicator 3, please do so below:

Gender equality indicator 4: Flexible working and support for employees with family and caring responsibilities

This indicator will enable the collection and use of information from relevant employers about the availability and utility of employment terms, conditions and practices relating to flexible working arrangements for employees and to working arrangements supporting employees with family or caring responsibilities. One aim of this indicator is to improve the capacity of women and men

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to combine paid work and family or caring responsibilities through such arrangements. The achievement of this goal is fundamental to gender equality and to maximising Australia's skilled workforce.

5. A "PRIMARY CARER" is the member of a couple or a single carer, REGARDLESS OF GENDER, identified as having greater responsibility for the day-to-day care of a child. Do you provide EMPLOYER FUNDED paid parental leave for PRIMARY CARERS that is available for women AND men, in addition to any government funded parental leave scheme for primary carers? \boxtimes Yes. (Please indicate how employer funded paid parental leave is provided to the primary carer): ☐ By paying the gap between the employee's salary and the government's paid parental leave scheme By paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of time over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks As a lump sum payment (paid pre- or post- parental leave, or a combination) ☐ No, we offer paid parental leave for primary carers that is available to women ONLY (e.g. maternity leave). (Please indicate how employer funded paid parental leave is provided to women ONLY): By paying the gap between the employee's salary and the government's paid parental leave scheme ☐ By paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of time over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks As a lump sum payment (paid pre- or post- parental leave, or a combination) ☐ No, we offer paid parental leave for primary carers that is available to men ONLY. (Please indicate how employer funded paid parental leave is provided to men ONLY): By paying the gap between the employee's salary and the government's paid parental leave scheme By paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of time over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks As a lump sum payment (paid pre- or post- parental leave, or a combination) ☐ No, not available (you may specify why this leave is not provided) Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise Government
Not a priority Government scheme is sufficient Other (provide details): 5.1 How many weeks of EMPLOYER FUNDED paid parental leave for primary carers is provided? If different

5.1 How many weeks of EMPLOYER FUNDED paid parental leave for primary carers is provided? If different amounts of leave are provided (e.g. based on length of service) enter the MINIMUM number of weeks provided to eligible employees:

14

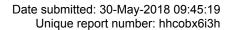
5a. If your organisation would like to provide additional information on your paid parental leave for primary carers e.g. eligibility period, where applicable the maximum number of weeks provided, and other arrangements you may have in place, please do so below.

In March 2018, Medibank introduced FamilyFlex- a new approach to parental leave for our employees. Medibank removed all references to primary and secondary carer from our policies- ALL parents at Medibank are now entitled to a full 14 weeks of paid parental leave, regardless of the role they play in child rearing. Employees are also able to take their 14 weeks of leave flexibly within the first 2 years of the child's birth, across two distinct periods, if that suits their needs. We also reduced the eligibility period to 6 months after commencing employment.

This is all in addition to our existing supports- Medibank's Parental Leave support suite is aimed at supporting parents (men and women) during their pregnancy/adoption process, to prepare for parenthood, and to ease the transition

onto parental leave and then back into the workplace. The suite includes:

- A parental leave guide, which provides checklists and advice to employees across the parental leave process, including how to mange their health and wellbeing;
- A mobile-first Parental Leave Navigator program which connects people leaders and employees throughout the parental leave process via reminders, check-ins and just-in-time resources; and
- -Executive coaching on managing parental leave transitions.
- 5.2 What proportion of your total workforce has access to employer funded paid parental leave for PRIMARY CARERS?
 - In your calculation, you MUST INCLUDE CASUALS when working out the proportion.







		☐ <10% ☐ 10-20% ☐ 21-30% ☐ 31-40% ☐ 41-50% ☐ 51-60% ☐ 61-70% ☒ 71-80% ☐ 81-90% ☐ 91-99% ☐ 100%
6.		CONDARY CARER" is a member of a couple or a single carer, REGARDLESS OF GENDER, who is not the ry carer.
		u provide EMPLOYER FUNDED paid parental leave for SECONDARY CARERS that is available for men and en, in addition to any government funded parental leave scheme for secondary carers?
	☐ No	we offer paid parental leave for SECONDARY CARERS that is available to men ONLY (e.g. paternity leave), we offer paid parental leave for SECONDARY CARERS that is available to women ONLY (you may specify why employer funded paid parental leave for secondary carers is not paid) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Government scheme is sufficient Not a priority Other (provide details):
	6.1	How many days of EMPLOYER FUNDED parental leave is provided for SECONDARY CARERS? If different amounts of leave are provided (e.g. based on length of service) enter the MINIMUM number of days provided to eligible employees:
		70
6a.		r organisation would like to provide additional information on your paid parental leave for SECONDARY RS e.g. eligibility period, other arrangements you may have in place etc, please do so below.
	roles,	esponse to question 5a- this initiative is designed to encourage more men to take on active care-giving and to take more parental leave to support their partners. We ultimately hope to make an impact in nging and reducing traditional gendered norms around parental leave
	6.2	What proportion of your total workforce has access to employer funded paid parental leave for SECONDARY CARERS? In your calculation, you MUST INCLUDE CASUALS when working out the proportion. <10%

How many MANAGERS have taken parental leave during the reporting period (paid and/or unpaid)? Include employees still on parental leave, regardless of when it commenced.

7.





	Primary carer's leave		Secondary carer's leave	
	Female	Male	Female	Male
Managers	14	1	1	3

7.1 How many NON-MANAGERS have taken parental leave during the reporting period (paid and/or unpaid)? Include employees still on parental leave, regardless of when it commenced.

	Primary car	Primary carer's leave		Secondary carer's leave	
	Female	Male	Female	Male	
Non-managers	41	1	5	4	

- 8. How many MANAGERS, during the reporting period, ceased employment before returning to work from parental leave, regardless of when the leave commenced?
 - Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.
 - 'Ceased employment' means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.

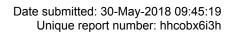
	Female	Male
Managers	2	0

- 8.1 How many NON-MANAGERS, during the reporting period, ceased employment before returning to work from parental leave, regardless of when the leave commenced?
 - Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.
 - 'Ceased employment' means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.

	Female	Male
Non-managers	4	0

Q	Do you have a	formal policy a	nd/or formal strate	eav on flexible workii	na arrangements?

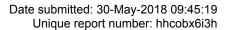
⊠ Yes	(select all applicable answers) ☑ Policy
□ No	
	☐ Don't offer flexible arrangements ☐ Not a priority ☐ Other (provide details):
9.1	You may indicate which of the following are included in your flexible working arrangements strategy:
	 ☑ A business case for flexibility has been established and endorsed at the leadership level ☑ Leaders are visible role models of flexible working
	☐ Flexible working is promoted throughout the organisation ☐ Targets have been set for engagement in flexible work
	 ☐ Targets have been set for men's engagement in flexible work ☐ Leaders are held accountable for improving workplace flexibility ☐ Manager training on flexible working is provided throughout the organisation
	 ☑ Employee training is provided throughout the organisation ☑ Team-based training is provided throughout the organisation
	☐ Employees are surveyed on whether they have sufficient flexibility ☐ The organisation's approach to flexibility is integrated into client conversations







		 ☑ The impact of flexibility is evaluated (eg reduced absenteeism, increased employee engagement) ☑ Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel ☑ Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body
10.	Do yo	u have a formal policy and/or formal strategy to support employees with family or caring responsibilities?
	⊠ Ye	s (select all applicable answers)
	☐ No	Strategy (you may specify why no formal policy or formal strategy is in place)
		☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise
		☐ Included in award/industrial or workplace agreement
		☐ Not a priority ☐ Other (provide details):
11.		ou offer any other support mechanisms, other than leave, for employees with family or caring responsibilities mployer-subsidised childcare, breastfeeding facilities)?
	⊠ Ye	
	∐ No	(you may specify why non-leave based measures are not in place) Currently under development, please enter date this is due to be completed
		Insufficient resources/expertise
		☐ Not a priority ☐ Other (provide details):
	11.1	Please select what support mechanisms are in place and if they are available at all worksites. • Where only one worksite exists, for example a head-office, select "Available at all worksites".
		☐ Employer subsidised childcare
		☐ Available at some worksites only ☐ Available at all worksites
		☐ On-site childcare
		☐ Available at some worksites only ☐ Available at all worksites
		☐ Breastfeeding facilities
		☐ Childcare referral services ☐ Available at some worksites only
		Available at all worksites
		☐ Internal support networks for parents ☐ Available at some worksites only
		Available at all worksites
		Return to work bonus (only select this option if the return to work bonus is NOT the balance of paid parental leave when an employee returns from leave)
		☐ Available at some worksites only ☐ Available at all worksites
		☐ Information packs to support new parents and/or those with elder care responsibilities
		☐ Available at some worksites only☑ Available at all worksites
		☐ Referral services to support employees with family and/or caring responsibilities
		☐ Available at some worksites only☑ Available at all worksites
		☐ Targeted communication mechanisms, for example intranet/ forums ☐ Available at some worksites only
		Available at all worksites
		☐ Support in securing school holiday care ☐ Available at some worksites only
		☐ Available at all worksites
		□ Coaching for employees on returning to work from parental leave □ Available at some worksites only



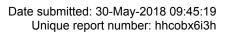




	 □ Parenting workshops targeting mothers □ Available at some worksites only □ Available at all worksites □ Parenting workshops targeting fathers □ Available at some worksites only □ Available at all worksites □ None of the above, please complete question 11.2 below
12.	Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?
	 ✓ Yes (select all applicable answers) ✓ Policy ✓ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Included in award/industrial or workplace agreements ☐ Not aware of the need ☐ Not a priority ☐ Other (please provide details):
13.	Other than a formal policy and/or formal strategy, do you have any support mechanisms in place to support employees who are experiencing family or domestic violence? Yes (select all applicable answers) Employee assistance program (including access to a psychologist, chaplain or counsellor) Training of key personnel A domestic violence clause is in an enterprise agreement or workplace agreement Workplace safety planning Access to paid domestic violence leave (contained in an enterprise/workplace agreement) Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement) Access to unpaid domestic violence leave (not contained in an enterprise/workplace agreement) Access to unpaid leave Confidentiality of matters disclosed Referral of employees to appropriate domestic violence support services for expert advice Protection from any adverse action or discrimination based on the disclosure of domestic violence Flexible working arrangements Provision of financial support (e.g. advance bonus payment or advanced pay) Offer change of office location Emergency accommodation assistance Access to medical services (e.g. doctor or nurse) Other (provide details): No (you may specify why no other support mechanisms are in place) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Not aware of the need Not a priority
14.	Other (provide details): Where any of the following options are available in your workplace, are those option/s available to both women AND men? • flexible hours of work • compressed working weeks • time-in-lieu

- telecommuting
- part-time work
- job sharing
- carer's leave purchased leave

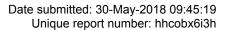
unpaid leave.
 Options may be offered both formally and/or informally.
 For example, if time-in-lieu is available to women formally but to men informally, you would select NO.







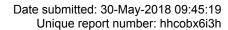
14.1	 Which options from the list below are available? Please tick the related checkboxes. Unticked checkboxes mean this option is NOT available to your employees. 					
		Man	agers	Non-m	nanagers	
		Formal	Informal	Formal	Informal	
	Flexible hours of work					
	Compressed working weeks					
	Time-in-lieu					
	Telecommuting					
	Part-time work					
	Job sharing					
	Carer's leave					
	Purchased leave					
	Unpaid leave			\boxtimes		
14.4	☐ Insufficient resources/expertise ☐ Not a priority ☐ Other (provide details): If your organisation would like to proplease do so below: Our employees are able to access an un Violence Support Policy.				_	
14.4	☐ Not a priority ☐ Other (provide details): If your organisation would like to proplease do so below: Our employees are able to access an ur	ncapped amount of paidear)	d leave days und	o gender equa	_	
nder ncerr	Not a priority Other (provide details): If your organisation would like to proplease do so below: Our employees are able to access an unviolence Support Policy. We also provide our employees with: Good Health Day (1 paid day off per yeary) Volunteer Leave (1 paid day) Study Leave (paid) Extended Leave (including career breat we also offer all employees the ability to be equality indicator 5: Coning gender equality in the equality indicator seeks information on what	ear) odress for their day (i.e. onsultation with the workplace	d leave days und e., casual clothin ith emplo	go gender equal der our Family (& Domestic	
nder ncerr gender e erning ge	Not a priority Other (provide details): If your organisation would like to proplease do so below: Our employees are able to access an unviolence Support Policy. We also provide our employees with: Good Health Day (1 paid day off per yeary) Volunteer Leave (1 paid day) Study Leave (paid) Extended Leave (including career breat we also offer all employees the ability to the standard pender equality in the standard provides the standard pender equality in the standard provides the standard pender equality in the standard provides the standard pender equality in the st	ear) observed amount of paid ear) observed their day (i.e. onsultation with the workplace at consultation occurs to	e., casual clothin ith emplo e	g) yees on ers and employ	& Domestic issues	







	15.1	How did you consult with employees on issues concerning gender equality in your workplace?
		 Survey Consultative committee or group Focus groups
		☐ Performance discussions ☐ Other (provide details):
	15.2	Who did you consult?
		☐ Men only ☐ Human resources managers
		☐ Management ☐ Employee representative group(s)
		☐ Diversity committee or equivalent
		☐ Women and men who have resigned while on parental leave☐ Other (provide details):
	15.3	If your organisation would like to provide additional information relating to gender equality indicator 5, please do so below.
		We have a dedicated Gender Equality Network who regularly survey and run focus groups on issues related to gender equality. The group also runs forums led by senior female leaders for employees to discuss any challenges they are experiencing in relation to gender equality, flexibility and career development.
Gei	nder	equality indicator 6: Sex-based harassment and discrimination
artic	ipation.	on of sex-based harassment and discrimination (SBH) has been identified as important in improving workplace Set by the Minister, this gender equality indicator seeks information on the existence of a SBH policy and/or strategy training of managers on SBH is in place.
16.	Do yo	ou have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?
	⊠ v₀	a (aclast all applicable appurate)
	⊠ re	s (select all applicable answers) ☑ Policy
		☐ Strategy (you may specify why no formal policy or formal strategy is in place)
		☐ Currently under development, please enter date this is due to be completed
		☐ Insufficient resources/expertise ☐ Included in award/industrial or workplace agreement
		☐ Not a priority
		Other (provide details):
	16.1	Do you include a grievance process in any sex-based harassment and discrimination prevention formal
		policy and/or formal strategy?
		⊠ Yes
		 No (you may specify why a grievance process is not included) □ Currently under development, please enter date this is due to be completed
		☐ Insufficient resources/expertise
		☐ Not a priority ☐ Other (provide details):
17.	Do vo	ou provide training for all managers on sex-based harassment and discrimination prevention?







Yes	s - please indicate how often this training is provided:
	At induction
	☐ Every one-to-two years
	☐ Every three years or more
	☐ Varies across business units
	Other (provide details):
☐ No	(you may specify why this training is not provided)
	Currently under development, please enter date this is due to be completed
	☐ Insufficient resources/expertise
	☐ Not a priority
	Other (provide details):
17.1	If your organisation would like to provide additional information relating to gender equality indicator 6, please do so below:
	We extend awareness training to all employees, and ensure unconscious bias training is available to all people leaders

Other

18. If your organisation has introduced any outstanding initiatives that have resulted in improved gender equality in your workplace, please tell us about them.

(As with all questions in this questionnaire, information you provide here will appear in your public report.)

Medibank's FamilyFlex policy allows both parents to avail of 14 weeks paid parental leave, regardless of the role they play in care giving (i.e., secondary vs primary). Employees may access their paid leave within the first two years of the child's birth. To allow for extra flexibility, and to meet the differing needs of different families, employees may choose to break their paid leave into two different chunks of leave across those two years.





Gender composition proportions in your workplace

Important notes:

- 1. Proportions are based on the data contained in your workplace profile and reporting questionnaire.
- Some proportion calculations will not display until you press Submit at step 6 on the reporting page in the portal. When your CEO signs off the report prior to it being submitted, it is on the basis that the proportions will only reflect the data contained in the report
- 3. If any changes are made to your report after it has been submitted, the proportions calculations will be refreshed and reflect the changes after you have pressed **Re-submit** at step 6 on the reporting page.

Based upon your workplace profile and reporting questionnaire responses:

Gender composition of workforce

1. the gender composition of your workforce overall is 81.7% females and 18.3% males.

Promotions

- 2. 80.6% of employees awarded promotions were women and 19.4% were men
 - i. 79.2% of all manager promotions were awarded to women
 - ii. 85.7% of all non-manager promotions were awarded to women.
- 3. 53.6% of your workforce was part-time and 45.2% of promotions were awarded to part-time employees.

Resignations

- 4. 80.9% of employees who resigned were women and 19.1% were men
 - . 72.7% of all managers who resigned were women
 - ii. 81.8% of all non-managers who resigned were women.
- 5. 53.6% of your workforce was part-time and 56.8% of resignations were part-time employees.

Employees who ceased employment before returning to work from parental leave

- i. 9.8% of all women who utilised parental leave ceased employment before returning to work
- ii. 0.0% of all men who utilised parental leave ceased employment before returning to work
- 100.0% of all managers who utilised parental leave and ceased employment before returning to work were women
- 100.0% of all non-managers who utilised parental leave and ceased employment before returning to work were women.

Notification and access List of employee organisations: ANMF, CPSU, USU CEO sign off confirmation Name of CEO or equivalent: Craig Drummond CEO signature: Date: