

## EDUCATION SUPPORT

# GENERAL PRACTITIONERS FELLOWSHIP EXAM PREPARATION GRANT

**Guidelines 1 October - 31 December 2021**

To be eligible you must be:

**PRIVATE OR PUBLIC HEALTH**

**IN MMM 2**

**GENERAL PRACTITIONER**

**ON RLRP**

## 1. Program Overview

**The Health Workforce Improving Workforce Quality Program focuses on growing a quality workforce by building local health workforce capability with a view to ensuring communities can access the right health professional at the right time.**

Funding is available through programs that RWAV administers for General Practitioners (GPs) to access education and resources to facilitate preparation towards gaining Fellowship of either the Royal Australian College of General Practitioners (RACGP) or the Australian College of Rural and Remote Medicine (ACRRM).

The funding programs that are available are:

- **RWAV Education Support – GP Fellowship Exam Preparation Grant:** For doctors on the Rural Locum Relief Program (RLRP) who are working in Modified Monash Model (MM) 2 location; or
- **Health Workforce Scholarship Program – Bursary:** For GPs who are working in Modified Monash Model (MM) 3-7 locations;

Applications need to be made and the funding approved BEFORE the exam preparation training and/or resources have commenced or purchased as retrospective costs are not payable.

**Doctors on the More Doctors for Rural Australia Program (MDRAP) should access their MDRAP Learning and Development funding.**

## 2. Eligibility Criteria

1. Be registered with the Australian Health Practitioner Regulation Agency (AHPRA);
2. Work as a GP in a private or public health practice that offers primary, continuing, comprehensive and whole person care for individuals, families and communities. Roles considered primary care must be based in a community setting outside of a rural/regional hospital or emergency care centre setting;
3. Provide a minimum of 6 sessions per week or 0.6 FTE;
4. Work in a rural or remote Victorian town located in a Modified Monash Model (MM) 2 location for at least 6 months of continuous employment during the financial year. The MM classification details can be obtained on the DoctorConnect website: [doctorconnect.gov.au](http://doctorconnect.gov.au);
5. Apply for the grant before the course was commenced;
6. Not have access to available exam preparation funding under the Additional Assistance Scheme (AAS).
7. This grant is only available to doctors on the Rural Locum Relief Program (RLRP) in an MMM 2 location.
8. Funding is only available for fellowship exam preparation courses.

### 3. Grant Funding Available

Grant funding are payments for up to \$2,000 that cover the cost of the **course or training fees for fellowship exam preparation** and/or partially cover the cost where appropriate.

Applicants can make more than one grant application up to the total value of \$2,000 per financial year.

Applicants will need to provide a tax invoice and receipt in order to be reimbursed for approved expenses.

Travel reimbursements for accommodation, airfares and kilometres will be payable according to the Australian Taxation Office (ATO) rates considered reasonable for claims for domestic travel allowance expenses.

Private accommodation, childcare, taxi fares and ride sharing will not be subsidised

#### **Grant funding will not be available for:**

- Retrospective costs (e.g courses commenced prior to submitting an application to RWAV);
- Fellowship exam enrolment or General Practice College membership costs;
- Study funded by other sources such as an employer;
- Any other expenses that are deemed unreasonable by RWAV.

Applications need to be made and the funding approved **BEFORE** the exam preparation training has commenced, as retrospective costs are not payable.

**Note that this grant has a final closing date of 31 December 2021 and will not re-open in 2022.**

### 4. Application Process

All applications must be made through the RWAV website. Applications will be assessed based on:

- a. The location of your employment (MM 2);
- b. Applicant criteria;
- c. Demonstration of primary health service provision to rural and remote community.

You may be asked to provide more information to support your application.

Submitting your application does not guarantee that you will be offered Grant funding.

### 5. Approved Applications

If your application is successful, we will email you a letter of offer for Grant funding. The offer will outline:

- a. The amount offered (not necessarily full amount of course costs);
- b. Documentation required for evidence before we can pay you the Grant funding;

We require all supporting documentation to enable payment.

Please note applications may take up to six (6) weeks to be assessed, approved and processed.

### 6. Grant Agreement

You will receive a Grant Agreement via email documenting the amount to be paid towards your exam preparation course or resources.

You will need to accept the terms and conditions of the Grant Agreement and return a signed copy of the Grant Agreement.

If we do not receive your accepted Agreement by the nominated date, we will withdraw the offer of funding.

### 7. Payment Process

Funding through the RWAV Education Support – GP Fellowship Exam preparation Support Grant is via reimbursement. Grantees are required to pay for the course and travel costs as outlined in the Grant Agreement and then apply to RWAV for reimbursement.

In situations where the Grantee is experiencing financial hardship, alternative funding arrangements can be discussed with the RWAV Senior Manager, Health Workforce Development.

### 8. Changes to Grant funded Activities

Written approval from RWAV is required to change the course/activity outlined in your Grant Agreement. RWAV will review any new activity against the identified health/workforce need, the original application and the reason for the change.

Changes to a proposed course/activity is at the discretion of RWAV and is usually only permitted where the training provider cancels the training or under exceptional circumstances. RWAV reserves the right to cancel the Grant Agreement if the original activity cannot be completed.

### 9. Termination of Grant Agreements

RWAV may terminate a Grant Agreement if it reasonably believes the Grantee:

- Transferred to a different activity without consent from RWAV;
- Has breached the Grant Agreement;
- Provided false or misleading information in their application;
- Fails to complete the activity;

## 10. Debt Recovery

Where a Grantee does not fulfil their Grant Agreement, RWAV will seek to recover the relevant monies. The debt recovery process will be as follows:

Each Grantee will be asked to sign a Grant Agreement, confirming that they have understood the terms and conditions of the agreement including the process for debt recovery should the grantee be unable to meet their obligations.

Each Grant Agreement will clearly state the grantee's requirements, including:

- The funded course/activity;
- The amount of funding available; and
- The process for debt recovery if the above is not met;

RWAV will support the Grantee during the Grant Agreement period to address issues as/before they arise. This will minimise the need for debt recovery in most cases.

Where this fails, and the Grantee is unable to meet their obligations, RWAV will contact the Grantee to inform them that the debt recovery process will begin.

## 11. Complaints and Appeals

Unsuccessful applicants who wish to appeal the outcome of their application should initially discuss their situation with the RWAV Senior Manager, Health Workforce Development to determine if they may be eligible to access funding and/or support from other sources to meet their fellowship exam preparation support needs. Please email [Grants@rwav.com.au](mailto:Grants@rwav.com.au)

If the matter is not resolved applicants can appeal to the RWAV Chief Executive Officer (CEO) to consider their case. The RWAV CEO is the final arbiter for any appeal.

## Further Information

Any questions relating to the RWAV Education Support – GP Fellowship Exam Preparation Support Grants should be directed to:

**Grants Administrator, RWAV**  
**Email:** [grants@rwav.com.au](mailto:grants@rwav.com.au)  
**Telephone:** (03) 93497800

Information including these guidelines and application form can be found on the RWAV website [www.rwav.com.au](http://www.rwav.com.au)