

RURAL PRACTICE TRAINING GRANT

GRANT OVERVIEW

Rural Workforce Agency Victoria (RWAV) is a not-for profit government-funded organisation improving healthcare for rural, regional and Aboriginal communities in Victoria.

The RWAV Rural Practice Training Grant for Rural Primary Healthcare practices is funded by RWAV as part of the Australian Government Department of Health Rural Health Workforce Support program.

The Rural Practice Training Grant is aimed at improving the viability of rural health practices by supporting an increase in business management skills.

The grant enables eligible practice managers and staff working in private primary healthcare practices to access business training opportunities to improve the management of their practice.



DETAILS OF THE PROGRAM

Available to practices to provide training to practice managers and staff who are employed in a private primary healthcare practice in a MMM 3-7 location in Victoria.

Completed applications must be submitted by the practice for each educational activity to be undertaken.

The application must be approved by RWAV prior to commencement of the activity.

Copies of all invoices must be provided with the grant application and a receipt provided when you receive the grant. Upon completion of the course a certificate of completion/attendance must be provided.

WHO CAN APPLY FOR THIS GRANT

This grant is available to:

- Practice Managers.
- Practice Administrative Staff

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ELIGIBILITY

- Must be working in a private primary healthcare setting in Victoria
- Must be working in a MMM3-7 location
- Activities undertaken by eligible staff at Aboriginal Medical Services and Aboriginal Community Controlled Health Organisations in MMM1-7 localities are eligible.

Eligible Activities

- Participation in educational programs hosted by the Australian Association of Practice Management including conferences (AAPM membership is not covered by this grant).
- Attendance at accredited educational programs addressing specific aspects of business management for rural primary healthcare practices.
- Accessing professionally approved business management/performance consulting, advisory, training, mentoring, supervision and coaching services.
- Clinical educational activities are not eligible under this grant.

Applicants may apply for funding for the following expenses:

- Registration/ course fees;
- Consulting, advisory, training and coaching services;
- Travel (air, car, public transport);
- Accommodation expenses.

ASSESSMENT

- All applications will be assessed against the guidelines.
- Practices can apply for up to \$3000 per individual staff member per financial year.
- Overseas activities are not eligible for this funding.
- If funds are received from other grant sources for the same activity, the practice will be ineligible to receive additional funding through this grant.

APPLICATION PROCESS

All applications must be made through the RWAV [website](#).

Applications should be submitted by a suitable practice representative, (e.g. Practice Manager) who works in the same practice, on behalf of the individual applicant.

Each application must include proof of employment in a letter that:

- Is on the employer's letterhead and from the applicant's immediate manager;
- Is dated and signed within the last three months;
- States the name of the applicant, including evidence of a name change if the receipt is not in the applicant's professional registration name;
- States the applicant's position title;
- States the applicant's employment status (full time/part time hours);
- States the location of primary health services provided; and
- States the length of your employment in your present position.

In the application, practices must indicate how the educational activity will increase the business management skills of the practice to improve business management.

*Please note by submitting an application, you are committing to the terms and conditions of the grant.

MORE INFORMATION

Any questions relating to the RWAV Rural Practice Training Grant should be directed to:

Grants Administrator, RWAV
T: 03 9349 7800
E: grants@rwav.com.au

