Overview

The Training & Development Grant (T&D grant) supports the costs associated with the teaching, training and research activities undertaken by public health services. Specifically, the nursing and midwifery component of the T&D grant is to support the delivery of nurse and midwifery graduate programs and the clinical component of specialty postgraduate nursing and midwifery courses.

These guidelines are to assist health services with the reconciliation and application for funding under the T&D grant (Nursing & Midwifery) and should be read in conjunction with the Policy & Funding Guidelines 2013-14 http://www.health.vic.gov.au/pfg/

1. Amount and purpose

The T&D Grant (Nursing & Midwifery) is over $38 million per annum. It provides subsidy and support for:

- **Graduate nursing & midwifery programs (graduate programs)** defined as formalised education/support programs offered by employers for those in their first year of practice. They are workplace-based programs designed to consolidate knowledge, skills and competence and to help graduates make the transition to practice as safe, confident and accountable professionals whilst being employed. Graduate programs go beyond normal orientation and induction and offer graduates formal education time (including study days), supernumerary time and clinical support, including preceptorship.

- **Postgraduate specialty nursing and midwifery education** that supports the clinical training component of postgraduate education programs where a supervised or supported clinical training component is required for program completion. This includes post registration programs for nursing and pre registration courses for midwifery that are conducted collaboratively between health services and the tertiary sector.

In 2013-14, the level of funding per place is:

<table>
<thead>
<tr>
<th>T&amp;D grant (Nursing &amp; Midwifery) streams</th>
<th>2013-14 funding rate per Full Time Equivalent</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>0.8-1.0</td>
</tr>
<tr>
<td>1 Graduate Nurse/Midwife (includes graduates of bachelor of nursing, bachelor of midwifery and bachelor nursing/midwifery combined)</td>
<td>$17,162*</td>
</tr>
<tr>
<td>2 Postgraduate Nurse/Midwife Education (includes postgraduate certificates, diplomas and Master level nursing studies)</td>
<td>$17,162*</td>
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* Rate for small rural health services is $17,314 and $8,657 pro-rata

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1 These guidelines do not cover the Palliative Care T & D grant or the Mental Health T & D grant (including early graduate programs) funded by the relevant program areas of the Department of Health.
The methodology for T&D grant funding allocations ensures a fair and transparent approach that reflects an economies of scale approach and demonstrates a commitment to supporting smaller/rural services to provide workforce education and training locally. The current funding approach comprises the following key elements:

- A single funding rate applies across graduate programs and postgraduate streams.
- Approximately 30 per cent of the total funding pool is quarantined for rural health services.
- Funding for 10 FTE of graduate programs and postgraduate places or less in either stream is guaranteed.
- Health services are allocated an equal proportion of their activity from the remaining metropolitan or rural pool of funds.

There is no limit to the number of graduate and postgraduate places that the health service can offer, however, funding available through the T&D grant (Nursing and Midwifery) is limited by the total grant pool.

The 2013-14 cash flow to health services is based on actual activity in calendar year 2013 and adjusted for 2014 activity.

Any additional funding that becomes available for the period will be allocated to health services based on the discretion of the department.

The Commonwealth and the Independent Hospital Pricing Authority (IHPA) are currently reviewing and defining the teaching, training and research component of Commonwealth funding. This review and identification of cost drivers has led us to again review our funding outlay for the T&D grant (nursing and midwifery). In addition we are aware of the possible funding of the same activity from multiple sites within the department. A review of the T&D grant program will be conducted in 2014. This may result in changes to the amount of funding per place and the total number of places that are to be funded in 2015. Health services will be made aware of any changes to the T&D grant program.

2. Eligibility

2.1 Health Services

For all components of the T&D grant (Nursing and Midwifery), eligible health services are all public hospitals, metropolitan health services or multipurpose services identified in schedules 1, 2, 3, 4 and 5 of the Health Services Act 1988. The following additional criteria apply to the specific streams of the grant:

2.2 Graduate Nurse/Midwife stream

To be eligible for this stream health services will:

- deliver graduate programs that are consistent with the department's Graduate Nurse/Midwife Program Principles (refer to http://www.health.vic.gov.au/nursing/furthering/graduate)
- participate in accordance with the eligibility criteria and the business rules of the 2013-14 Postgraduate Medical Council of Victoria (PMCV) Nursing and Midwifery Computer Match for all graduate positions
- offer all matched candidates a position in their graduate programs
- not charge fees to nurses/midwives applying for, undertaking, or exiting from the graduate programs, and
- ensure access to clinical educator(s) and/or clinical support staff for the graduate programs.

For graduate programs places that are part of the Collaborative Graduate Program (Rural & Regional) 2013-14, Collaborative Graduate Program (Midwifery/Combined Nursing & Midwifery, Rural & Regional) or the Collaborative Graduate Program in Expanded Settings, refer to those guidelines for specific eligibility.

Eligible graduates

Eligible graduates:

- are employed as a registered nurse or registered midwife by an eligible health service
- have never participated in a graduate nurse OR graduate midwife program.
Exclusion

- Midwives who have completed a nursing postgraduate entry pathway to registration as a midwife
- Registered nurses undertaking the Interprofessional Graduate Program for double degree graduates (Bachelor of Nursing and Bachelor of Emergency Health - Paramedic) pilot through Northern Health are currently excluded from T&D grant funding.
- Registered nurses for whom the health services are receiving Mental Health T&D Graduate program funding.

Graduates who have already completed a graduate year in nursing who then complete a Bachelor of Midwifery or vice versa

2.3 Postgraduate Nursing and Midwifery Education stream

All eligible postgraduate places have a single funding allocation/rate per place.

Courses may be part-time and taken over more than one year, however T & D funding will only be provided for the first 12 months of the course.

Postgraduate Nursing Education

To be eligible for funding, the registered nurse will be enrolled in a program that:

- leads to an award qualification of Graduate Certificate or Graduate Diploma level.
- is provided by a university, university affiliate or approved higher education provider
- has a clinical component (as evidenced through the course curriculum) of at least an average of 24 hours a week
- ensures access to clinical educator(s) and/or clinical support staff for the program.

Exclusions (Note new exclusion)

- Students who received funding for a health service-based post registration course in the previous year.

Postgraduate Midwifery Education

To be eligible for funding, the registered nurse will be enrolled in a program that:

- leads to a postgraduate diploma of midwifery qualification (pre registration) and is provided by a university, university affiliate or approved higher education provider. Students enrolled in a Masters of Clinical Midwifery will be eligible for the pre registration component of the program (clinical component).
- requires students to spend a minimum of 24 hours a week in supervised practice. This may include in paid employment in maternity service areas (including Special Care Nursery) for 12 months and,
- provides the majority of the clinical component of the program at the same health service.

Students contracted or employed at small rural health services that may be required to rotate to larger maternity service units for some clinical components (and therefore may not spend 24 hours per week for 12 months) remain eligible for funding, in negotiation with Nursing and Midwifery Workforce (NMW). The “smaller” service will be required to negotiate a nominal fee to the larger health service for clinical support supplied while at the alternate site. NMW are to be notified of these arrangements.

Exclusions

- Bachelor of Midwifery or Bachelor of Nursing/Midwifery students.
- Students who spend less that 3 days per week in a maternity service area at the health service (in any capacity - paid, supernumerary etc)
- Postgraduate places that are already being subsidised through alternate sources of departmental funding (For example, Training and Development Grant: professional – entry student placement subsidy). Information on this training can be found at: http://www.health.vic.gov.au/workforce/learning/professional.htm
2.4 Health service-based post registration courses

Health service-based post registration courses that provide an alternative program to university-based preparation for specialty practice may be considered, at the discretion of NMW, for funding if they:

- are conducted by health services that are recognised as university affiliates, AND
- lead to at least 50% credit at a graduate certificate or graduate diploma level.

Health services seeking funding for such programs should contact NMW for advice. Further information about the programs and course participation rates may be requested by NMW.

2.5 Masters Studies

a. Students enrolled in a masters program with exit points at graduate certificate or graduate diploma level will only receive funding for the graduate certificate or graduate diploma with the clinical component.

b. Masters level - Nurse Practitioner (NP)

NMW will consider requests from health services to include nurses undertaking “Nurse Practitioner Masters” in their T&D grant (Nursing and Midwifery) allocation. The same eligibility criteria apply. Interested health services should contact NMW to discuss this option and to clarify whether the course will lead to endorsement as a NP by the Nursing and Midwifery Board of Australia.

Individuals receiving NP Candidate Support Packages (that support clinical supervision and training) as part of the Victorian Nurse Practitioner project (VNPP) funded rounds are ineligible for T&D grant (Nursing and Midwifery) postgraduate stream funding.

3. How to apply/submit


The spreadsheets are to be submitted via email to nursepolicy@health.vic.gov.au by 21 February 2014.

Late submissions may impact on a health service’s funding offer.

4. Disbursement and conditions

All streams of the T&D grant (Nursing and Midwifery) are disbursed through the budget payment system (Cash Flow Statement heading “Training & Development grant (Nursing)”).

4.1 Reporting requirements

T&D grant (Nursing and Midwifery) funding is conditional on health services providing the following data:

(a) Reconciliation of 2013 actual FTE activity (names of all participants in funded program places, their FTE, duration of the program and any withdrawals from programs during the period)

(b) Actual numbers and FTE for each program commencing in 2014 (including planned “mid-year” intakes)

(c) Activity undertaken at another health service (where there are funding agreements for the periods of rotating placement), and

(d) Health services are required to report on all graduate programs and postgraduate training & development activity in these streams including activity that does not attract T & D funding2.

Health services are required to confirm that places/individuals funded through T&D grant (Nursing & Midwifery) are not also receiving funding through the Palliative Care T & D or Mental Health T & D Grants.

From time to time, health services may be required to verify expenditure of funds or make records available for audit.

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2 This data is used by the department to determine the extent of training & development activity undertaken by Victorian public health services and develop a more responsive funding model.
4.2 T&D grant funding adjustments

As in previous years, adjustments to the T&D grant are made once a year (effective March) to account for funded positions that remained unfilled and participants whose employment was terminated or they withdrew during the 2013 calendar year.

The outcome of the adjustment round including specific advice of the above (if relevant) will be sent to Chief Executive Officers of health services by end March 2014 (copied to Directors of Nursing and Chief Financial Officers).

4.3 Fund holder arrangements

If health services conduct programs in partnership with other services, the nominated fundholder is responsible for ensuring that participating services receive a portion of the grant equal to the length of the rotations, and for maintaining documentation that demonstrates the arrangements/agreements and funds transfers. Disputes that cannot be resolved through the agreement process are to be referred to NMW.

5. Contact/further information:

For any further information or assistance contact:
Email: andrew.oates@health.vic.gov.au or Telephone: 9096 7930.