

## Overview

The Department of Health (DH) is seeking applications from services to implement Nurse Practitioner (NP) models of care in chronic disease management and aged care services as part of the Victorian Nurse Practitioner Project (VNPP).

This document provides the funding framework for this initiative, selection criteria for funding of services, and funding conditions and deliverables.

### 1. Amount and purpose

VNPP funding for this round is up to \$45,000 per service to support the establishment of a NP model for the service, including role implementation activities and the recruitment and appointment of at least one Nurse Practitioner Candidate (NPC).

The focus of this round is on NP that enhances the management of clients with chronic diseases and can be located across the care continuum but models with a particular emphasis on non acute care will be favourably considered. Aged care models can also span the care continuum.

The funding package of \$45,000 comprises:

- \$37,000 one off funds for model development and implementation activities, and
- \$8,000 for a Nurse Practitioner Candidate Support Package for the first NPC

Additional NPC Support packages may be funded on request at the time of submission or throughout 2011-12 and will be the rate of up to \$10,000 for second or subsequent NPC in the same targeted area of practice.

### 2. Eligibility

#### 2.1 Eligible services are:

- Any public hospitals, metropolitan health services and multipurpose services identified in schedules 1, 2, 3, 4 and 5 of the *Health Services Act 1988*
- Any Victorian public residential aged care facility (as per list provided at: [http://health.vic.gov.au/agedcare/downloads/res\\_aged\\_care\\_services\\_april11.xls](http://health.vic.gov.au/agedcare/downloads/res_aged_care_services_april11.xls))

Collaborative or consortia models are welcome, providing the lead service and fund holder is an eligible service (as above). The \$37,000 component will only be provided to one entity to lead the development of an integrated service model, however NPC support packages can be provided to any member of the consortia.

Models previously supported at a health service as part of VNPP are not eligible for additional (or continued model) development funds in this round (eg renal under Round 4.3 or aged care funded under Round 4.7) however these services can apply for additional NPC support packages in this round.

## 2.2 Selection criteria:

Successful sites will be able to provide evidence of how they meet the following selection criteria:

1. Commitment to develop and expand NP services within the service, including appointment of at least one NP candidate in targeted area within designated period (see reporting requirements)
2. Alignment of proposed NP service model with key organisational, state or national service/policy framework for the targeted clinical area
3. Demonstrated capacity to successfully manage workforce initiatives of this size/type and experience in service development
4. Evidence of support for this initiative by executive management and specific clinical sponsors (who are considered clinical leaders) in targeted area within the organisation
5. Willingness to collaborate with other health services and participate in a NP collaborative/Community of Practice in the course of developing the NP model
6. Commitment to support processes to engage stakeholders, consumers and community in model development
7. Ability to recruit/appoint/deploy project support such as, project coordinator and to commence model implementation within designated period
8. Evidence of clear project management roles and governance structures (including roles and responsibilities for all sites if collaborative model)

## 3. How to apply

Applications (using the VNPP Round 4.9 Application template) should be sent electronically to: [Dan.schiftan@health.vic.gov.au](mailto:Dan.schiftan@health.vic.gov.au) no later than **28 September 2011**. Incomplete/late applications will not be processed.

The application template is available at: <http://www.health.vic.gov.au/nursing/furthering/practitioner>

Health services will be advised of the outcome of their submission by email by 7 October 2011.

## 4. Disbursement and Conditions

The model development funds (\$37,000) will be dispersed to successful sites in October 2011. This establishment funding is to ensure timely appointment or deployment of project support roles to drive the necessary model development activities.

NPC Support Packages are paid to health services on confirmation to Nursing and Midwifery Policy of the appointment of an individual(s) as NPCs.

### 4.1 Deliverables

The table below summarises the key deliverables for this funding round:

No.	Deliverable	Format	Date Due
1	<ul style="list-style-type: none"><li>NP Model for Organisation</li></ul>	Description of NP model Approx 4 -6 pages	26 March 2012
2	<ul style="list-style-type: none"><li>5 year plan for NP model/service (summary)</li></ul>	Key stages, deliverables & dates 1 page	23 April 2012
3	<ul style="list-style-type: none"><li>Recruitment and appointment of NPC</li><li>Development of a formal NPC program (including mentor and clinical support)</li></ul>	Confirmation of NPC appointment Evidence of the NPC program	End April 2012
4	<ul style="list-style-type: none"><li>NPC(s) logbook summaries*</li></ul>	Electronic return. Log to be supplied by DoH	6 monthly
5	<ul style="list-style-type: none"><li>Budget Acquittal (model development funds)</li></ul>	½ page Excel worksheet with executive sign off	23 April 2012

Templates or guides for all deliverables will be provided to successful sites.

### 4.1.1 NP Model Development funds

These funds are to be directed to fund the following activities:

- Review of specific service planning and workforce analysis including NP roles
- NP model identification and service model development
- Corporate, clinical and educational governance structures to support candidates and endorsed NP's.
- Sustainable internal budget/business case development (that identifies how the ongoing salary costs will be met by the service)
- Stakeholder consultation and communication (internal and external)
- Role implementation.

Specifically, the VNPP model development funding may be used for costs associated with:

- Employment of a project worker to undertake specific model development activities (as per deliverables)
- Data/demand analysis, service gap identification
- Communication, marketing and consultation costs (including associated travel, telecommunications, sitting fees for steering committees that are necessary to undertake consultation)
- Allowance for project management overheads (such as administrative assistance, stationary, printing, mobile telephone, computer and communication facilities, library fees, corporate costs) – up to 15% of total budget can be funded through VNPP funds
- Recruitment costs related to appointment of NPC (s), and .
- Development of an individualised NP candidacy program.

VNPP model development funding is **NOT** to be used for the following:

- Salary of NPC or NPs (or backfill)
- Postgraduate tertiary education costs for nurse practitioner candidates (see NP scholarships section)
- Patient/client related costs (patient care consumables, tests/investigations etc) that are included as current activity payments to health services.
- Costs directly associated with candidates NMBA application for endorsement as NP.
- Case consultation and other activities considered part of regular health care process
- Medical/clinical equipment, or
- Refurbishment, capital works and general infrastructure.

### 4.1.2 NP Candidate Support Package

In this round, all successful sites will receive funding for a NP Candidate Support Package and are required to appoint a NPC and establish a NPC support program for the candidate. NP Candidate Support Packages are a contribution towards the costs of providing clinical and professional supervision and support for a NP candidate in targeted clinical areas of service delivery. Funding is tagged to a specific individual who has been appointed by their employer as NP candidate. One off funding of \$8000 for a NPC Support Package is provided (10,000 for a second candidate in the same area).

NPC Support programs are model and candidate specific. They bridge the clinical requirements of the academic program as well as any specific skills and competencies that will be required in the service model in which the nurse will be employed as a NP.

The NP Candidate Support package will support:

- Clinical supervision

- Specific skills acquisition, and
- Professional supervision/mentoring

Guidelines have been established for this funding component and are available at: [www.health.vic.gov.au/nursing/furthering/practitioner](http://www.health.vic.gov.au/nursing/furthering/practitioner)

NPC are asked to complete Supervision logbooks (provided by Nursing and Midwifery Policy) and submit de-identified aggregate data six monthly. This data will inform the DH understanding of the training and supervision inputs for NPC and form the basis of future funding bids for NP development state wide.

Any questions about an item not specifically mentioned in the budget guidelines, please contact Nursing and Midwifery Policy to discuss.

**NOTE: NP Scholarships**

A scholarship round for nurses undertaking courses leading to endorsement of NPs will be offered for studies being undertaken in Semester 1 or 2 of 2012. A priority score will be given to applications from nurses employed at health services being funded in this round that are working towards or appointed as NPC in services targeted in this round.

The NP scholarship round will open applications in late October 2011. Applications and guidelines will be available at: <http://www.health.vic.gov.au/nursing/furthering/practitioner/nurse-practitioner-scholarships>

## **5. Contact/further information**

For further information about Victorian Nurse Practitioner Project (VNPP) and this round please contact:

Dan Schiffan, NP Policy Officer on Tel: (03) 9096 8227 or [Dan.Schiffan@health.vic.gov.au](mailto:Dan.Schiffan@health.vic.gov.au)

For more information about the VNPP and NP scholarships, go to:

[www.health.vic.gov.au/nursing/furthering/practitioner](http://www.health.vic.gov.au/nursing/furthering/practitioner)