

## AGPT Flexible Funds

### 1. Purpose

To describe the incentives and eligible support payments offered as Flexible Funds to accredited supervisors, training posts and registrars participating in delivery of the ACRRM Fellowship training through the Australian General Practice Training (AGPT) pathway.

To define the process for administration of payments.

To define the scope of discretionary funding use.

### 2. Application and Scope

The policy applies to all ACRRM AGPT registrars, accredited supervisors, and accredited training posts.

### 3. Context

3.1 ACRRM Flexible Funds are designed to recognise the additional costs of training for registrars as they progress through the four-year ACRRM Fellowship program in remote and rural Australia. It also recognises the additional cost to supervisors, and training posts as they provide support to these registrars. Applicants may apply for additional financial support such as:

- additional costs associated with training in rural and remote locations
- building and supporting training capacity and capability building in areas of need
- incentivising training in areas identified as workforce need
- supporting registrars to undertake and remain in rural training placements.

3.2 Eligible payment amounts under this policy can be found in Appendix 2.

3.3 Conditions around payments can be found in Appendix 1

### 4. Principles

- 4.1. Flexible Funds are administered in accordance with the [National Consistent Payments \(NCP\) framework](#) guidelines.
- 4.2. Flexible Funds assistance is only available to AGPT registrars, supervisors, and accredited training posts supporting the ACRRM Fellowship Program.
- 4.3. ACRRM will approve payments at its' absolute discretion to address training and workforce priorities and achieve an efficient use of available government funds.
- 4.4. Payments will be determined based on relative merits in terms of need, rurality, training capacity and priority.
- 4.5. Community need will be informed using the best available data resources including geographical classifications and a range of workforce data.

## 5. Responsibilities

### 5.1 ACRRM will:

- be fund holder and take responsibility for administration, management, and acquittal of Flexible Funds
- provide communication and information on Flexible Funds to stakeholders
- ensure that funds are only utilised to support active AGPT program participants during the four years of their progression through the Fellowship program
- ensure funds management is in line with NCP framework guidelines and Department of Health and Aged Care policies
- ensure appropriate application and approval processes for these payments are available for all ACRRM AGPT pathway registrars
- reserve the right to determine payment types and levels in a manner that best supports Fellowship outcomes.

### 5.2 Registrars will be responsible for:

- applying for funds and providing relevant evidence for support of the application
- ensuring they have read the relevant documents and policies for the administration and implementation of training funds
- reporting extended periods of leave/ absence directly to ACRRM to ensure that Flexible funds applications are made within the four-year training period
- immediately notifying ACRRM if they do not take up an approved placement or activity that has been funded under this policy
- meeting ACRRM Fellowship program requirements
- reporting directly to ACRRM when they move from a training placement.
- any movements across training placements should be managed in line with College training policies and in consultation with college staff
- participate actively in the approved placements process to ensure eligibility.

### 5.3 Practices/ Training Posts will be responsible for:

- applying for funds through the application process and providing supporting documentation
- reading and understanding the relevant policies and guidelines for the administration and implementation of Flexible Funds
- reporting the absence / exit of a registrar from their training post
- notifying the College if a registrar does not take up an approved placement
- notifying the College when a registrar leaves the training post
- participating actively in the approved placements process to ensure eligibility
- notifying the College if the training post can no longer meet accreditation standards.

#### 5.4 Supervisors will be responsible for:

- applying for Flexible Funds through the application process and providing supporting documentation
- ensuring they maintain AHPRA registration and PDP compliance
- reading and understanding the relevant policies for the administration and implementation of flexible funds
- notifying the College when a registrar leaves their supervision
- participating actively in the approved placements process to ensure eligibility
- the continued delivery of supervision responsibilities
- notifying the College if the supervisor leaves the accredited training post

## 6. Available Support

6.1 ACRRM's financial support for AGPT registrars under this policy is intended primarily to encourage and support registrars to undertake an AGPT placement in a rural or remote community. There are five main supports available to ACRRM Registrars, with further details on the scope and eligibility available in the [Flexible Funds guidelines](#):

- Financial support for mandatory AST requirements
- Rurality incentive consisting of:
  - Rural placement support
  - Wellbeing support
  - Housing support
- Priority placement incentives - for placement in an approved area of workforce priority

6.2 ACRRM's financial support for supervisors under this policy is intended primarily to encourage and support their quality training and supervision of ACRRM registrars in AGPT placements. The following supports are available to ACRRM Supervisors with further details on the scope and eligibility available in the [Flexible Funds Guidelines](#):

- Payments associated with ACRRM AST work-based assessment requirements and progression reports
- Travel and accommodation payments for ACRRM approved training and assessment activities
- Professional development support
- Reimbursement for work-based assessment site visits
- Remote supervision teaching allowance
- Additional teaching and supervision allowance - for support of identified registrars in difficulty

6.3 ACRRM's financial support for a training post under this policy is primarily to encourage and support their facilitation of quality training of ACRRM registrars in AGPT approved placements. The following supports are available to ACRRM accredited and approved Training posts with further details on the scope and eligibility available in the [Flexible Funds Guidelines](#):

- Payments for rural practice training support to support staff training, recruitment, and infrastructure development
- Additional support allowance for support of registrars in difficulty on receipt of a targeted additional support plan

## 7. Management and Funds Release

- Flexible Funds will be available to registrars, supervisors, and training posts whilst part of an accredited, ACRRM-approved training placement.
- Flexible Funds applications will be reviewed monthly to respond to ongoing applications.
- Registrars, supervisors, and practices will be notified in advance of Flexible Funds application periods, key dates and forms.
- ACRRM registrars also training with RACGP who have already received Flexible Funds through RACGP in a calendar year will not be eligible for these funds.

## 8. Application and Payment

- Flexible Funds applications will be available to be submitted using the application form on the ACRRM website at [Application form](#). It is the responsibility of the user to verify that they have the latest version.
- Flexible Funds applications will require an ACRRM approval.
- Flexible Funds applications must be accompanied by the relevant supporting documentation including rental agreements for housing support applications, receipts and quotes related to costs incurred, or additional support plans for registrars requiring additional support.

## 9. Terms and Conditions

- Reimbursement payments are conditional and approved at the discretion of ACRRM within the NCP framework guidelines.
- Reimbursements are subject to the outlay of expenses being directly related to the registrars' training or being incurred within the community or surrounds in which the registrar is employed.
- Applications under this policy are to be submitted along with adequate supporting evidence. Unclaimed amounts will be forfeited.
- ACRRM reserves the right to request additional information from the registrar/ supervisor/ training post should this be deemed necessary.
- Registrars who do not commence their training in a rural location and subsequently relocate to a placement in a rural location may be entitled to reimbursement support on application to ACRRM. This eligibility is discretionary to ACRRM and subject to availability of funds. Registrars may submit a letter of request for consideration of payment of financial entitlements for rural placements that are outside of the placements outlined in this policy.

## 10. Related Documentation

- [Access to Training Policy](#)
- [ACRRM Withdrawal Policy](#)
- [ACRRM Registrar in Difficulty Policy](#)
- [ACRRM Performance and Progression Policy](#)
- [ACRRM Financial Hardship Policy](#)
- [ACRRM Training Placements Policy](#)
- [ACRRM Eligibility for Training Policy](#)
- [ACRRM Training Time Policy](#)
- [ACRRM Training Program requirements Policy](#)
- [National Consistent Payments framework](#)
- [Flexible Funds guidelines](#)

## 11. Definitions

| Word/term                                     | Definitions (with examples if required)   |
|---|---|
| Flexible Funds                                | A designated pool of funding to support training needs for AGPT participants managed by the Colleges.   |
| National Consistent Payments Framework (NCPF) | The National Consistent Payments Framework and guidelines provide information on how supervisors, practices and registrars associated with the AGPT receive support payments.   |
| MMM   | The Modified Monash Model is a geographic classification system that categorises metropolitan, regional, rural, and remote areas. For more information on the MMM system see: <a href="http://www.doctorconnect.gov.au">http://www.doctorconnect.gov.au</a> |
| Training Placements                           | Accredited and approved placements that count towards Training Time and may meet Training Program Requirements.   |
| Training Post                                 | Facilities accredited by the ACRRM to provide training on the ACRRM Fellowship Training Program.  |
| Training Program Requirements                 | Requirements that must be met to complete the ACRRM Fellowship Training Program.  |
| Active registrar                              | A registrar who is in an approved placement and is progressing through Fellowship requirements<br>Is not on extended leave  |

ACRRM acknowledges Aboriginal and Torres Strait Islander peoples as the custodians of the lands and waters where our members and staff work and live across Australia. We pay respect to their elders, lores, customs and Dreaming. We recognise these lands and waters have always been a place of teaching, learning, and healing.

## 12. Document Control Information

### 12.1 Policy Information

|                            |                            |                        |                                       |
|----------------------------|----------------------------|------------------------|---------------------------------------|
| Policy Author:             | D York, Fellowship Manager | Approving Body:        | Board                                 |
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| Responsible Officer:       | K Moss, GM Ed Services     | Policy System Manager: | MJ Streeton                           |

### 12.2 Document History

| Version | Date Approved | Author | Description of revision  | Internal Distribution |             |
|---------|---------------|--------|--|-----------------------|-------------|
|         |               |        |  | Date                  | Recipient/s |
| V1.1    | Sep 2023      | K Moss | Correction to Append 2 only MMM 4-7 eligible for Housing Support (not MMM 3)   | Sep 23                | ELT, OCEO   |
| V1.2    | Dec 2024      | D.York | Inclusion of more detail on the funds being available for the four training years in accordance with the NCPF<br>Inclusion of links to Flexible Funds guidelines | Dec 2024              | ELT, OCEO   |

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