



Australian Government
Department of Health and Ageing

RURAL HEALTH WORKFORCE STRATEGY

Rural Locum Education Assistance Program

PROGRAM GUIDELINES

July 2011

Guidelines

Introduction

The Rural Locum Education Assistance Program (Rural LEAP) was developed as a result of the 2009–10 Budget initiative, the *Rural Health Workforce Strategy*. Financial assistance is provided to urban general practitioners (GPs) who undertake emergency medicine training and commit to a total of four weeks (20 working days) paid general practice locum placement in a rural locality within a two year period.

Eligibility

To be eligible for payment under the Program applicants need to be:

- a GP with:
 - general registration¹; and
 - Vocational Registration or Fellowship of either the Royal Australian College of General Practitioners (RACGP) or the Australian College of Rural and Remote Medicine (ACRRM); and
- currently practising in an urban locality.

The Australian Standard Geographical Classification – Remoteness Areas (ASGC-RA) is the classification system used to define eligible areas. Urban localities are classified ASGC-RA 1 and localities eligible for locum placements are in ASGC-RA 2-5.

This is a one off incentive with participants only able to access and obtain financial assistance to undertake emergency medicine training up to a total of \$6,000.

How to Apply

To be considered for the Program, urban GPs must apply to either the ACRRM or the RACGP using the attached application form.

¹ The definition of General Registration can be found on the Medical Board of Australia website at: <http://www.medicalboard.gov.au/Medical-Registration/General-Registration.aspx>

Due to the limited number of places in the program, both Colleges will assess applications based on when an application is received. Applicants will also need to advise the Colleges of the following:

- when the applicant intends to undertake training;
- type of training the applicant intends to undertake; and
- when the applicant intends to fulfil their locum commitment.

If the program is over subscribed all successful applicants who do not make the yearly round will be placed on a waiting list.

Eligible Training

The ACRRM and the RACGP, in consultation with relevant external agencies, assess the eligibility of training for inclusion in the Program.

The list below provides examples of training courses. Other courses may be eligible and further information can be obtained from either the ACRRM or the RACGP:

- Emergency Crisis Resource Management
- Early Management of Severe Trauma (EMST)
- Emergency Life Support (ELS) Course
- Advanced Paediatric Life Support (APLS)
- Rural Emergency Skills Training (REST)
- Intermediate and/or Advanced Life Support
- Emergency Medicine Crisis Management
- Intermediate and/or Advanced Clinical Emergency Management Program (CEMP) workshops
- HWQLD Rural Emergency Medicine Workshop
- Soma Health Airway, CPR and Trauma Management Workshop

If the above courses do not meet your needs, you may submit a learning plan as part of your application to be assessed.

Approved training must be undertaken within 12 months of registering for the Program. Participants that do not complete their training within 12 months of registration will be removed from the Program.

Value of Incentive

The Rural LEAP payment is calculated on a maximum of \$6,000 per GP for three days of upskilling activities. This is based on a rate of \$2,000 per day.

Locum Commitment

Participants in the Program are to undertake a total of four weeks (20 working days) paid locum placements within two years of completing eligible emergency medicine training. Placements undertaken prior to the completion of at least one day of eligible emergency medicine training will not count towards the locum commitment.

The four weeks (20 working days) can be broken up into shorter periods, however a total of two weeks (10 working days) must be completed in the first 12 months of completing the approved emergency medicine training.

Participants are required to undertake practice based GP locum positions located in ASGC-RA 2-5. These locum placements may be organised by the participant or the participant may seek assistance through various locum agencies.

When a participant has fulfilled the first 10 days of their locum commitment, they are required to advise the ACRRM or the RACGP. This can be through a statutory declaration from the practice where the locum was provided or a letter from the locum agency as verification. Similar documentary proof is required for the remaining 10 days of the locum commitment.

Payment of the Incentive

Eligible GPs receive a payment once the Department of Human Services receives evidence from the ACRRM or the RACGP of the GP's completion of the first 10 working days of the locum commitment.

Payments to GPs are made directly to a bank account nominated by the GP. The Department of Human Services also forwards a statement to the GP detailing payment. The Department of Human Services will also provide reminders to GPs to undertake their locum requirement by a required date.

Administration of the Program

The administration of the Program is jointly managed by the ACRRM and the RACGP.

The ACRRM and the RACGP are responsible for assessing the eligibility of GPs and of training.

The Department of Human Services is responsible for maintaining a register of eligible GPs and for making payments to GPs on completion of the first 10 working days of the locum commitment. The Department of Human Services is also responsible for tracking the two year period for participants to undertake their locum requirement.

Program Contact Details

Australian College of Rural and Remote Medicine (ACRRM)

GPO Box 2507
BRISBANE QLD 4001
Phone: 1800 223 226

Royal Australian College of General Practitioners (RACGP)

National Rural Faculty
15 Gover Street
NORTH ADELAIDE SA 5006
Phone: 1800 636 764

Rural Locum Education Assistance Program Application Form

GP Details	
Full Name	Title <input type="text"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Other <input type="text"/>
	Family Name <input type="text"/>
	Given Names <input type="text"/>
	Date of Birth <input type="text"/> Gender <input type="checkbox"/> Male <input type="checkbox"/> Female
Provider Number	<input type="text"/> <input type="text"/> <input type="text"/>
Type of Medical Registration	General <input type="checkbox"/> Provisional / Limited <input type="checkbox"/>
Qualifications	VR <input type="checkbox"/> FRACGP <input type="checkbox"/> FACRRM <input type="checkbox"/>
Practice Name and Address	<input type="text"/>
	<input type="text"/>
	<input type="text"/> Postcode <input type="text"/>
Postal Address	<input type="text"/>
If different from above	<input type="text"/>
	<input type="text"/> Postcode <input type="text"/>
Contact Details	Daytime phone number <input type="text"/>
	Mobile phone number <input type="text"/>
	Fax number <input type="text"/>
	Email address <input type="text"/>
Grant payment should be made into the following account:	
Account Name	<input type="text"/>
Bank	<input type="text"/>
Branch	<input type="text"/>
BSB	<input type="text"/>
Account Number	<input type="text"/>

Note: GPs may direct the funds to either a personal or a practice account.

Training Details

I am applying for the Rural LEAP and am interested in undertaking the following emergency medicine training:

Course Name

Is the above an approved course?

Yes:

No:

If no, please attach
a learning plan

Declaration and Consent

I declare that:

1. The information that I have supplied in this application form is true and correct. I understand that providing false and misleading information is a serious offence.
2. I will undertake approved training within 12 months of registering for the Program.
3. I will undertake locum placement/s totalling 20 working days located in ASGC-RA 2-5 within two years of completing eligible emergency medicine training (10 working days to be undertaken within 12 months).
4. I will advise the ACRRM or the RACGP within 14 days of any change in my circumstances which may affect my ability to fulfil my locum commitment.
5. I will advise the ACRRM or the RACGP once I have completed my locum commitment.
6. I understand that I will be required to repay any payments received under the Program if my locum commitment is not fulfilled.

Signature _____

Date: ____ / ____ / ____

www.health.gov.au

All information in this document is correct as at June 2011