



Specialist Training Program (STP):

Private Infrastructure Clinical Supervision (PICS) Allowance Guidelines

Introduction

The Australian Government Department of Health's Specialist Training Program (STP) seeks to extend vocational training for specialist registrars into settings outside traditional metropolitan teaching hospitals, including regional, rural, remote and private facilities. To support the delivery of the STP into private sector settings, eligible clinics can claim a Private Infrastructure Clinical Supervision (PICS) allowance.

History & Administration

Prior to 2018, the Royal Australasian College of Medical Administrators (RACMA) administered the PICS allowance for private STP posts across all specialities. Between 2011-2017, all eligible STP posts were allocated:

- \$30,000 (excl. GST) per annum, pro rata for clinical supervision; and
- \$10,000 (excl. GST) pro rata, once every 3 years for private infrastructure.

From 2018, the responsibility for administering PICS was delegated to the relevant medical college for each speciality.

ACSEP is now responsible for:

- Administering PICS funding for eligible private sector SEM clinics;
- Incorporating PICS into the funding agreements with eligible SEM settings;
- Reporting to the Department on the distribution of PICS funding and whether the objectives of the project have been met.

From 2018, all STP posts that are eligible for PICS funding can apply for up to:

- \$30,000 (excl. GST) per STP registrar FTE, per annum, pro rata for clinical supervision and private infrastructure.

Clinics now have more flexibility to use the allowance for infrastructure and/or supervision costs according to their needs.

Outcomes

The aim of the PICS program is to expand and enhance training in the private health sector through:

- Increased capacity in the private sector to participate in the STP;
- increased support for clinical supervision for all private sector STP training posts;
- better infrastructure for training in STP private sector posts;

- better trained specialists with education that matches demand and reflects the way health services are delivered.

Eligibility

Private sector clinics funded under STP are eligible to apply for the PICS allowance. The definition of “private setting” relates to the facility and its ownership. A “private setting” is not a publicly owned facility treating private patients.

Infrastructure allowance

The infrastructure allowance is attached to the training site, not the registrar or the supervisor, and will be linked to a specific STP training position. For training networks, the allowance should be shared proportionally across each training site.

Investment in facilities through the infrastructure allowance must not be to the detriment of the delivery of direct education and training support to STP registrars. This means the clinical supervision allowance should not be reduced in order to deliver infrastructure, if this is going to have a negative impact on resources for direct supervision. The College may advise the training setting to reduce its expenditure on infrastructure if there are concerns that direct supervision will be adversely affected.

Eligible Infrastructure Expenses

Resources which provide for, or enhance, the training experience delivered by the STP training position, including:

- training room outfitting, including purchasing specific training equipment and training simulation equipment;
- minor renovation of existing facilities to make space within the clinic for registrar training;
- videoconferencing facilities;
- investments in online educational training software;
- overhead infrastructure in general i.e. office asset equipment purchases such as computers; phones; desks; IT equipment and associated facilities that will be used by registrars and their supervisors.

Resources which may be required for clinical training which are not eligible for funding support are:

- the use of infrastructure funding to contribute to operational expenses such as salaries, training courses or ongoing building maintenance costs;
- the purchase of office consumables and other recurrent items such as stationery and printer cartridges, recurrent telephone line and rental costs, including phone call costs, as well as uniforms and cleaning products;
- major capital works projects involving the construction of new facilities, including as a funding contribution towards the total cost of larger capital projects, or as a funding contribution towards the purchase of substantial medical equipment used in service delivery rather than specifically for training;
- hospital consumables used in the treatment of patients;
- recreational equipment; and
- operational expenditure for initial training post setup, including any costs associated with the process of gaining accreditation for training.

Clinical supervision

The clinical supervision allowance supports the delivery of education and training and does not represent a direct financial benefit to the clinic. Training settings must be able to demonstrate that clinical supervision funding is allocated towards maintaining and/or enhancing the delivery of appropriate supervision to STP trainees undertaking placements.

The supervision allowance may be aggregated across training networks in the same way as the infrastructure allowance.

Eligible Supervision Expenses

Under STP, eligible supervision activities include:

- **Administrative Support**
Support for activities which promote and maintain good work standards, coordinate practices and policies which lead to an efficient and smooth-running training experience for STP participants.
- **Educational Support**
Activities which help coordinate the educational development of registrars to ensure delivery of a training experience that contributes towards fellowship training of the relevant college.
- **Trainee employment support**
Effective support projects to ensure the registrar's entitlements are met.
- **Networked supervision support**
Development of networks of training which facilitate seamless transition between training sites, ensuring that registrars receive high-quality training and coordinated supervision across the network.
- **Supervisor development training support**
Training programs aimed at enhancing supervisors' leadership and management skills.

Reporting Requirements

Each training year, eligible sites wishing to apply for the PICS allowance are required to submit:

Deadline	Requirement
10 August	1. PICS Proposed Expenditure Report detailing planned PICS expenditure for the relevant training year; and
	2. Invoice for 100% of the eligible PICS allowance.
10 January	3. PICS Final Expenditure Report detailing actual expenditure for the training year and the success of activities against the objectives of the program; and

Once the proposed expenditure report has been approved, the payment will be made. If the training site has delivered, or is proposing to deliver, substantially different infrastructure projects than was

agreed, ACSEP will consult with the Department, and may reject part, or all, of the expenses claimed. In these circumstances, the site may be asked to return part or all of the payment received.

Payment

The PICS allowance will be paid to sites following approval of their proposal.

Detailed expenditure receipts are not required unless specifically requested. However, the College recommends that supporting documentation for all expenses is kept by the clinic as evidence in the event of an audit.