



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/IRTP into private sector settings, eligible practices can claim a Private Infrastructure Clinical Supervision (PICS) allowance.

Intended 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 specialty training through the Commonwealth's STP;
- Increased clinical supervision support for registrars;
- Appropriate and improved infrastructure for training in STP posts;
- Increased and improved support for specialist supervision in STP posts with access to education and training that matches the nature of demand and reflects health service delivery.

Funding Allocation

The maximum amount of PICS funding available per site is \$30,000 (GST exclusive) per annum. This funding will be adjusted pro-rata for posts offering part-time training in a private setting and/or posts that are not filled for the duration of the training year.

Eligibility

Private sector clinics funded under STP and IRTP 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 (Commonwealth, State or Territory) owned facility treating private patients.

The PICS allowance is intended to support the delivery of education and training and does not represent a direct financial benefit to the clinic.

Eligible Infrastructure Expenses

Resources which provide for, or enhance, the training experience delivered by the STP/IRTP 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.

Costs that are not eligible for PICS funding support are:

- the use of funding to contribute to health service operational expenses such as salaries (other than those related to the supervision and support of the STP post), 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;
- costs related to the accreditation of training posts
- consumables used in the treatment of patients; and
- recreational equipment.

Investment in facilities through the infrastructure allowance must not be to the detriment of the delivery of direct education and training support to STP/IRTP 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.

Clinical supervision

Private health settings can use the PICS allowance for clinical supervision arrangements where direct or first-hand observation of teaching that involves face to face and other associated interactions between the trainee and the clinical supervisor is implemented.

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/IRTP trainees undertaking placements.

Eligible Supervision Expenses

Under STP/IRTP, 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 registrars in STP posts.
- Educational Support**
Activities which help coordinate the educational development of registrars to ensure delivery of a training experience that contributes towards ACSEP Fellowship.
- 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 | Requirements |
|--------------------|---|
| 20 February | 1. PICS Proposed Expenditure Report detailing planned PICS expenditure for the upcoming training year; and |
| | 2. Invoice for 50% of the eligible PICS allowance for the upcoming training year. |
| | 3. PICS Final Expenditure Report detailing actual expenditure for the previous training year (if applicable) and the success of activities against the objectives of the program. |
| 20 August | 4. Invoice for 50% of the eligible PICS allowance for the current training year. |

If training post is not filled to within 0.1FTE of the approved FTE for the relevant year, the post may be required to return funding.

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.