

Residential Aged Care and Older Persons Vaccination Grant

Grant Guidelines

Western Health Alliance Limited (WHAL)
trading as
Western NSW Primary Health Network (WNSW PHN)

September 2024

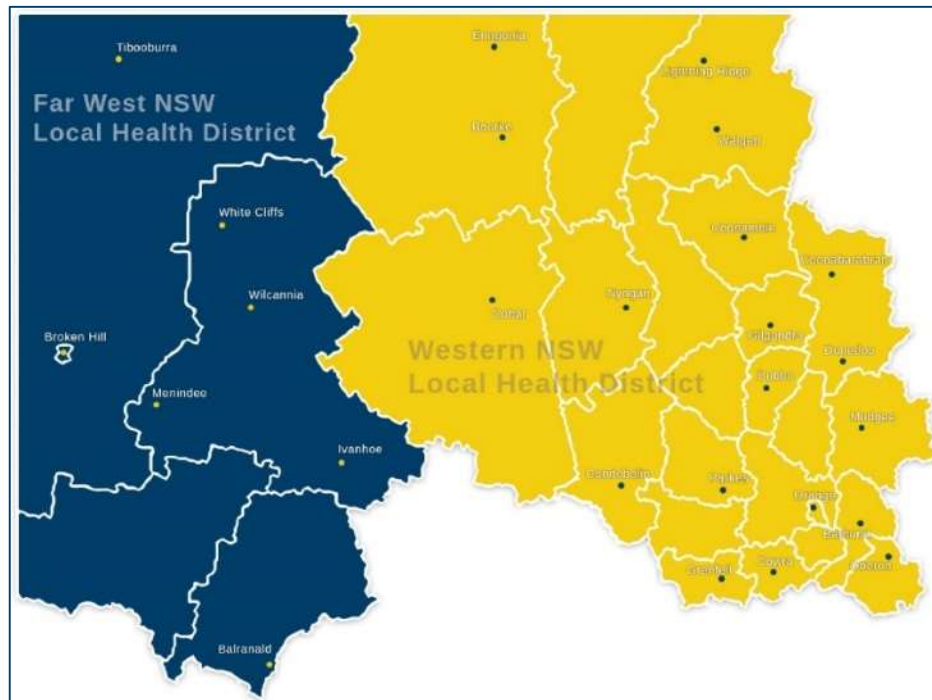
Grant Guidelines

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Background

Western NSW Primary Health Network (WNSW PHN) is one of 31 Primary Health Networks established to support frontline health services and increase the efficiency and effectiveness of primary health care. Our focus is patients who are at risk of poor health outcomes and working to improve the coordination of their care, so they receive the right care in the right place at the right time. We work closely with key stakeholders including general practice, other health care providers, Local Health Districts, hospitals, and the broader community to align services with the health needs of the region. WNSW PHN is a not-for-profit organisation primarily funded by the Australian Government. Our region covers both Far West and Western NSW Local Health Districts.



Our region covers a total area of 433,379 square kilometres. The total population is estimated to be over 309,900 people, with 18.5% over the age of 65 years (ABS, 2016). Approximately 10.5% of people in our region identify as Aboriginal and Torres Strait Islander.

Our Vision

Supporting, strengthening, and shaping a world class person-centred primary health care system in Western NSW.

Priority Areas

- Aboriginal Health
- Chronic and Complex Care
- Older Person Care
- Maternal and Child Health
- Mental Health and Substance Abuse
- Risk Factors/Prevention
- Workforce
- Access to Services
- Coordination, Integration, Collaboration

The WNSW PHN's Strategic Plan is the foundation for our vision, purpose, values, and goals.

Grant Overview

WNSW PHN is establishing a grants program Primary Care Providers, Residential Aged Care Homes and Community Support Services caring for community-based non-Residential Aged people. Grants will be to support access to vaccination providers for vulnerable aged and frail aged.

The grant will support general practices and pharmacies to ensure continuity of COVID-19 and flu vaccinations for residential aged care and older persons.

Grant Funding

The total value for each grant is \$10,000 excl GST and will be paid as follows to successful applicants:

- \$ 5,000 excl GST on execution of grant.
- \$ 5,000 excl GST on meeting reporting requirements.

Eligibility

To be eligible for these grants the applicants must meet the below criteria:

1. Be a general practice, community health, public health unit or pharmacy located within the WNSW PHN Region (see map above under 'Background').
2. The applicant must be registered with the relevant governing bodies ie. AHPRA.
3. The applicant must be an authorised immunisation provider and comply with NSW Health Legislation.

4. The applicant must hold relevant insurances:
 - a. Public Liability Insurance (minimum coverage \$10 million)
 - b. Workers Compensation Insurance (if applicable)
 - c. Professional Indemnity Insurance (if applicable)

Evaluation Criteria

1. Provider to specify the location/s of vaccinations to be provided.
2. Provider currently has patients/clients within at least one Aged Care Facility.
3. Provider has an active CVAS account or willing to activate an account.
4. Provider can complete the activity (minimum 50 vaccinations to be administered) prior to 31 December 2024.
5. Provider has the provisions to complete reporting requirements on a fortnightly basis for duration of the activity.
6. The activity and budget are within the scope of these grant guidelines.

Conditions of Funding

1. Only fully completed applications (inclusive of activity budget and signed declaration) within stated timelines (see 'Timeline of the Grant' will be considered).
2. The grant application is subject to review and approval by the WNSW PHN evaluation panel prior to confirmation of grant funding.
3. The applicant must confirm the contents of the application are to the best of their knowledge accurate, complete and do not contain any false, misleading, or deceptive misrepresentation, claims or statements.
4. The applicant must confirm that the organisation is financially viable and able to manage the funding within the timeframe and within budget.
5. If the applicant's completed budget indicates an amount less than the grant funding amount (see Grant Funding page 3), WNSW PHN have the right to reduce the funding amount in line with the budgeted value.
6. The applicant agrees that the evaluation decision is final, and no correspondence will be entered into.
7. The applicant understands and accepts that information provided in the application will be stored by WNSW PHN in various formats, including hard copy and/or electronic.
8. The applicant confirms that the application does not duplicate existing funding, service delivery or ongoing operational costs.

9. The applicant agrees to contact WNSW PHN should they become aware of any changes to information contained in the application.
10. The applicant understands that the application does not create a legal or binding commitment.
11. If the application is successful, the applicant acknowledges that:
 - a. The organisation will be asked to sign a Grant Agreement with the WNSW PHN;
 - b. The organisation will be asked to sign a statement stating they have used the funds in accordance with their application;
 - c. The organisation will provide reports to the WNSW PHN in accordance with their grant agreement; and
 - d. The organisation agrees to maintain adequate insurance for the duration of this grant agreement and provide WNSW PHN with proof when requested.
12. The applicant understands if the conditions of the funding are not complied with:
 - a. The WNSW PHN will recover the funds allocated; and
 - b. The WNSW PHN may terminate the Grant Agreement with the applicant.
13. The applicant must have read the WHAL General Grant Conditions and ensure the conditions are followed.
14. The applicant must have read this Grant Guidelines document.
15. The practice is responsible for any costs incurred in excess of the approved funding provided.

Eligible Activities

This Grant offers general practice and pharmacy support for the unplanned additional costs incurred during COVID-19 and improve vaccination status of aged care residents and older people.

Examples of eligible groups include, but not limited to, the following:

- Residential Aged Care Facility residents;
- Older people (elderly 75+); and,
- Aged Care workers;

This includes anyone from the groups outlined above who is not up to date with their COVID-19 and flu vaccinations and/or those who are not vaccinated at all.

Eligible costs and activities in scope for this Grant include:

- Improving health literacy in COVID-19 and flu vaccine hesitant populations (e.g. having conversations with patients identified as vaccine hesitant about the benefits of vaccination and, where possible, assist them to access the vaccine).
- Projected time to identify older population groups in your clinical software that are under vaccinated and recall to discuss vaccination.
- Connecting older populations to a COVID-19 and flu vaccine provider.
- Deliver COVID-19 and flu vaccination pop-up clinics to vulnerable population groups (i.e., RACFs, RACF staff, senior community etc).
- Training of additional or existing staff to meet the increased demand for COVID-19 and flu care and vaccination clinics.
- Setting up COVID-19 health systems (e.g., INCA, Clinical Contact Point, and telehealth video consultations).

Any health advice is only to be provided by registered AHPRA health practitioners.

What this grant cannot be used for

Costs covered by the Medicare Benefits Schedule or applications relating to infrastructure are out of scope for this grant and will not be successful.

Reporting Requirements

Each fortnight during the activity of the grant agreement, each organisation must submit the following information via Folio:

- Activity type/s:
 - Vaccination
 - Promotion and Awareness
 - Administration
 - Other
- The number of vaccines administered by type (minimum of 50 vaccinations administered for the duration of the activity):
 - Flu and/or COVID-19 (including name of vaccine)
 - COVID-19 Dose type (primary/booster)
 - Non-Medicare
 - Homebound
- The vulnerable groups vaccinated;

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- Isolated Communities
- Homeless
- Age Care and Disability Workers
- Non-Medicare Eligible
- Aboriginal and Torres Strait Islander People
- Frail and Disabled
- Culturally and Linguistically Diverse
- Homebound
- Other – please specify
- A minimum of one good news story for the duration of the activity.
- Financial Acquittal Report

The reporting will be entered into Folio contract management software. If the applicant does not currently have access to this system with WNSW PHN, access will be provided on execution of the agreement.

Timeline of the Grant

An indicative timeline is outlined below. WNSW PHN reserves the right to change the proposed timeline.

Activity	Date
Applications open	Friday, 6 th September 2024
Closing date for applications	3pm Friday, 27 th September 2024
Evaluation of Grant Applications	1 st -10 th October 2024
Grant awarded	11 th October 2024
Grant commences	21 st October 2024
Initial Payment (subject to agreement executed and supplier set up in WNSW PHN finance system)	23 rd October 2024
Activity End	13 th December 2024
Final date for Submission of Reporting to receive final payment	24 th January 2025
Final Payment (after submission of reporting)	5 th February 2025

Application Process

Sign and submit your completed Grant Application Form via WNSW PHN website <https://wnswphn.org.au/tenders>.

Applications will remain open until funds are exhausted, or the WNSW PHN closes off applications via the WNSW PHN website.

Each section of the application must be completed, including your budget and declaration. Only the information provided in the Application Form will be used to assess applications.

Applicants should be aware that WNSW PHN reserves the right to award all, some, or none of the components of an applicant's proposal.

Frequently Asked Questions

Are the grants per organisation or per site?

The grants are per site, i.e., if a GP or pharmacy group has more than one site, they can apply once for each site, but only if they are servicing a different LGA.

What can the grant funds be used to cover?

The grant funds cannot be used to purchase COVID-19 related equipment. The funds are only for vaccinating older people and aged care staff and/or conversations with people from eligible groups about COVID-19 vaccines.

How long does the conversation need to be?

Conversation length does not need to be specified, it must include information about COVID-19 and/or flu vaccination and benefits for the patient.

Does the conversation have to happen face-to-face, or can it be via telehealth?

The conversation can be either face-to-face or via telehealth.

If I vaccinate someone from this cohort, can I still bill the COVID-19 MBS item number? Yes, you are still able to bill the MBS item number, remembering that all COVID-19 vaccination item numbers must be bulk billed. You cannot bill for conversations.

What is a good news story?

A good news story is a description of a patient or facility who was positively impacted by the conversation about COVID-19 vaccines.

What evidence do I need to have available if requested?

Grant recipients may be asked to show receipts, paid invoices, or other proof of expense, upon request. You do not need to send receipts or quotes with the grant application.

Contact Details

For more information, please contact:

WNSW PHN Grants Team

Email: grants@wnswphn.org.au

Ph: 1300 699 167