

# Acute clinical placements for Diploma of Nursing students

## Growth Grant Funding Guidelines 2021

### Purpose

Funding is available for Victorian public health services to build education and training capacity and increase clinical placements in acute clinical settings for students enrolled in the Diploma of Nursing through the *Free TAFE* initiative, while maintaining and improving existing placement capacity, quality and supervision.

Public health services are invited to submit an application to the Department of Health and Human Services (the department) to receive funding of **up to \$95.35** per planned clinical placement day for eligible Diploma of Nursing student clinical placement activity to be provided in 2021. Planned clinical placement activity must be provided in acute clinical settings to be eligible for funding.

### Key dates

Action	Date
Health services submit Growth Grant Funding applications	31 August 2020
Health services notified of application outcome including indicative funding	30 September 2020
Health services and TAFEs book and confirm additional Enrolled Nurse clinical placements in Placeright	30 November 2020
Health services notified of confirmed funding	18 December 2020
Funding distributed to health services for Jan-Jun 2021 activity	February/March 2021
Health services finalise reporting (mark attendance) of Jan-Jun 2021 activity in Placeright to inform DHHS reconciliation of activity and funding adjustments (as necessary)	31 July 2021
Funding distributed to health services for Jul-Dec 2021 activity	September/October 2021
Health services finalise reporting (mark attendance) of Jul-Dec 2021 activity in Placeright to inform DHHS reconciliation of activity and any funding adjustments	28 February 2022
Funding adjustments (if required)	March/April 2022

To support clinical placement planning activity in 2021, these dates align with the *Placeright Student Placement Planning Guide*.

# Background

The 2018-19 Victorian State Budget committed \$172 million to establish the *Free TAFE* initiative to reduce the financial barrier for eligible students wanting to train in priority TAFE courses. The Diploma of Nursing (the Diploma) is one of 30 priority TAFE courses that are being offered tuition fee-free and leads to eligibility for registration as an Enrolled Nurse with the Nursing and Midwifery Board of Australia.

The Diploma is an accredited course with minimum competency standards set by the Australian Nursing and Midwifery Accreditation Council and the Australian Industry Skills Committee. A mandatory element of accreditation is that students must undertake clinical placements in a range of settings.

Ensuring a quality student clinical placement experience is important to the development of safe health practitioners. The quality of clinical placements depends on a range of factors including organisational learning culture, advocacy of a positive learning environment, a constructive relationship and communication between education providers and health services, and appropriate resourcing (both physical and staffing).

Growth Grant Funding (the grant) was provided by the Victorian Department of Education and Training to support health services to increase quality student placements for Free TAFE Diploma students in 2020. A second round of grants for Diploma acute clinical placements in 2021 is now open. Grants will be distributed to Victorian public health services by the department through an application process and one-off funding allocation.

## Application and funding process

### **Submission of Growth Grant Funding applications**

To receive funding, health services must complete the attached application form outlining the expected additional activity commitment for 2021 and return via email to [vicworkforce@dhhs.vic.gov.au](mailto:vicworkforce@dhhs.vic.gov.au) by **31 August 2020**.

This will require health services to enter into agreements with TAFE institutes or dual-sector universities as defined under the *Education and Training Reform Act 2006* (Refer Appendix 1) to provide additional acute clinical placements to Diploma of Nursing students in 2021 as part of the application process.

### **Indicative funding and planned activity confirmed**

Subject to meeting eligibility criteria, health services will be notified of the outcome of their application, including the indicative funding, by **30 September 2020**.

### **Placements confirmed in Placeright**

Health services and TAFEs must participate in the student planning process, including using Placeright to book and confirm placements and upload a relevant Student Placement Agreement, by **30 November 2020**.

### **Funding confirmation**

The department will advise health services of the final funding to be distributed, based on confirmed placements in Placeright by **18 December 2020**. Funding will be distributed to health services by February/March 2021.

### **Reconciliation of Jan-Jun 2021 activity and distribution of Jul-Dec 2021 payments.**

The department will use information on student placement activity reported through Placeright to reconcile January to June 2021 planned versus actual student placements and advise health services of any adjustments to funding. Any funding adjustments for activity in the Jan-Jun 2021 period will be applied to the planned Jul-Dec budgeted payments. Funding for Jun-Dec 2021 planned activity will be distributed to health services by September/October 2021.

### **Reconciliation of Jul-Dec 2021 activity**

The department will use information on student placement activity reported through Placeright to reconcile July to December 2021 planned versus actual student placements and advise health services of any adjustments to funding. Any funding adjustments for activity in Jul-Dec 2021 period will be actioned by March/April 2022.

## Eligibility criteria

To be eligible for funding provided through this application process, health services must:

- be an eligible health service already receiving funding through the Training and Development – Professional-entry student placement funding stream.
- proactively work with one or more Victorian TAFE institutes or dual-sector universities as defined under the *Education and Training Reform Act 2006* (Appendix 1), to plan to increase acute clinical placements for Diploma of Nursing students in 2021, above 2018 baseline activity (Appendix 2), while maintaining or increasing existing student clinical placement activity levels for professional-entry clinical placements (inclusive of all professions funded through the Training and Development – Professional-entry student placement funding stream).
- demonstrate evidence of robust clinical placement governance, coordination and supervision structures, including an overview of how the funding will be used to support additional clinical teaching staff and build high-quality Enrolled Nursing education and training capacity.

## Funding conditions

Subject to availability, funding for Diploma of Nursing acute clinical placement activity in 2021 will be calculated at a rate of **up to \$95.35 per planned clinical placement day** for eligible approved applications submitted by the due date.

The Diploma of Nursing clinical placement activity funded through this growth funding is not eligible for *Acute Training and Development – Professional Entry Student Placement* funding. Funding must be utilised to build education and training capacity, including through the provision of additional nurse educators/clinical support nurses.

Where it can be demonstrated that there is an increase in planned 2021 Diploma of Nursing clinical placement activity, and no decrease in other nursing and midwifery clinical placement activity from 2018 levels, the number of Diploma of Nursing clinical placement days that are over the Diploma of Nursing 2018 baseline activity will attract the funding rate of **up to \$95.35** per planned clinical placement day.

Funds will be disbursed through the department budget payment system, in line with existing finance arrangements. An upfront payment will be allocated for planned student placement activity in each period:

- i. January to June 2021
- ii. July to December 2021

Health services are expected to deliver all planned Diploma of Nursing student placements. Funding may be adjusted or recalled if planned student placements funded through the application process did not occur. There is no commitment to provide funding for activity above the planned level of activity; however, funding for additional activity may be considered through the reconciliation process depending upon availability.

Health services must use Placeright to manage the administration, coordination and reporting of clinical placements for nursing and midwifery students as outlined in the *Placeright Student Placement Planning Guide*, including additional Diploma of Nursing clinical placements funded through this application process.

Health services must have an appropriate Student Placement Agreement in place with an eligible Victorian TAFE provider (Appendix 1) for all planned activity. A copy of this agreement must be uploaded to Placeright prior to clinical placements commencing.

Health services must use the Best Practice Clinical Learning Environment (BPCLE) Framework and the online BPCLEtool to report BPCLE mandatory indicators as a condition of this funding. Health services must maintain quality educational opportunities for all students when increasing clinical placements for Diploma of Nursing students.

## Roles and responsibilities

Health services will be responsible for delivering student clinical placement requirements in collaboration with their partner TAFE provider, ensuring achievement of placement objectives. This includes meeting any accreditation, governance, quality and safety standards, management of funding, human resources processes and any other necessary recruitment or education requirements.

By accepting this funding, a health service agrees to:

- adhere to reporting timelines and respond to departmental requests for reporting and placement planning in Placeright in a timely manner.
- immediately notify and discuss with the department any issues that may impact the implementation or achievement of planned clinical placement activity.

## How to apply

Applications are now invited using the attached form and should be approved by an Executive Officer of both the health service and TAFE.

**Part A of the Growth Grant Funding application must be completed for each TAFE that your organisation is working with to increase clinical placement activity.**

Please submit applications via email to [vicworkforce@dhhs.vic.gov.au](mailto:vicworkforce@dhhs.vic.gov.au) by **31 August 2020**.

## Contact

Please direct any enquires to: [vicworkforce@dhhs.vic.gov.au](mailto:vicworkforce@dhhs.vic.gov.au)

## Definitions

**Acute Training and Development – Professional Entry Student Placement** is funding provided by DHHS to eligible health services to support the delivery of professional-entry student placements. Refer to the Health Services Policy and Funding Guidelines for further information at: <https://www2.health.vic.gov.au/about/policy-and-funding-guidelines>

**Clinical Placement** is defined as the component of an accredited curriculum conducted under supervision in a clinical environment that assists students to put theoretical knowledge into practice. The placement is usually associated with patient/client interaction but may also involve clinical skills acquisition via observation or simulation consistent with clinical learning objectives and is also referred to variously as 'student placement', 'fieldwork placement', 'clinical practicum', 'practical placement' or 'clinical practice'. The placement must be compliant with the Training and Development Grant Program Guidelines.

**Clinical Placement Day** is a Clinical Placement that is 7.6 hours in duration. A shift that varies from this duration should be apportioned accordingly for the purpose of calculating clinical placement activity.

**Eligible Health Service** means Victorian health services that are eligible for funding under the Health Services Policy and Funding Guidelines.

**Eligible Student** means a student enrolled in a Diploma of Nursing course at a Victorian TAFE or dual sector university (regardless of fee category) who undertakes their student Clinical Placement at an Eligible Health Service.

**2018 baseline activity** means the total clinical nursing and midwifery clinical placement days from 1 January 2018 to 31 December 2018 as reported through Placeright. Details on 2018 baseline activity is available at Attachment 2.

**Placeright Student Placement Planning Guide** <https://www2.health.vic.gov.au/health-workforce/education-and-training/place-right-student-planning>

## Attachment 1 – Victorian TAFE institutes or dual-sector universities as defined under the *Education and Training Reform Act 2006*

- Bendigo Kangan Institute
- Box Hill Institute
- Chisholm Institute
- TAFE Gippsland (formerly known as Federation Training)
- Federation University
- Gordon Institute of TAFE
- Goulburn Ovens Institute of TAFE
- Holmesglen Institute
- Melbourne Polytechnic
- RMIT University
- South West Institute of TAFE
- Sunraysia Institute of TAFE
- Swinburne University of Technology
- Victoria University Polytechnic
- William Angliss Institute of TAFE
- Wodonga Institute of TAFE

## Attachment 2 – 2018 Baseline Clinical Placement Activity

Health Service	Clinical placement days			Total
	Midwifery	Nursing (Enrolled)	Nursing (Registered)	
Albury Wodonga Health (Albury clinical placement figures are included in this total)	198	1582	5410	7190
Alexandra District Hospital		209	162	372
Alfred Health			18449	18449
Alpine Health		41	4635	4676
Austin Health		1983	17358	19341
Bairnsdale Regional Health Service		1362	2146	3508
Ballarat Health Services	897	8700	16608	26205
Barwon Health	1721	2384	13912	18016
Bass Coast Health	42	440	2264	2746
Beaufort & Skipton Health Service		137	152	288
Beechworth Health Service		817	179	996
Benalla Health		755	1166	1921
Bendigo Health Care Group	776	3812	9426	14014
Calvary Health Care Bethlehem			684	684
Casterton Memorial Hospital		233	389	622
Castlemaine Health		1606	1181	2787
Central Gippsland Health Service	141	2409	3562	6113
Cobram District Health		986	363	1348
Cohuna District Hospital		77	107	184
Colac Area Health	202	377	2135	2714
Corryong Health		173	539	712
Djerriwarrh Health Services	629		2190	2820
East Grampians Health Service		447	1197	1645
East Wimmera Health Service		120	554	674
Eastern Health	2655	4816	27879	35351
Echuca Regional Health		488	1869	2356
Edenhope and District Memorial Hospital		61	21	82
Forensicare			3664	3664
Gippsland Southern Health Service		659	952	1611
Goulburn Valley Health	235	1266	4361	5862
Heathcote Health		308	301	609
Hepburn Health Service		426	992	1418
Hesse Rural Health Service			73	73
Heywood Rural Health		85		85
Inglewood & District Health Service		63		63
Kerang District Health		413	600	1012
Kooweerup Regional Health Service		338	274	612
Kyabram & District Health Services		264	461	725
Kyneton District Health Service		42	728	771
Latrobe Regional Hospital	130	1263	3186	4580

Health Service	Clinical placement days			Total
	Midwifery	Nursing (Enrolled)	Nursing (Registered)	
Lorne Community Hospital		161	180	341
Mallee Track Health And Community Service		19	69	88
Mansfield District Hospital		156	274	429
Maryborough District Health Service		1922	1048	2970
Melbourne Health		2195	30153	32347
Mercy Public Hospitals Inc.	6506	21	8743	15270
Mildura Base Hospital	58	149	2171	2378
Monash Health	6690	4399	38342	49432
Moyne Health Services		116	113	229
Nathalia District Hospital		129	11	140
Northeast Health Wangaratta	21	884	3147	4052
Northern Health	1482	1906	19025	22413
Numurkah District Health Service		453	436	888
Omeo District Health		80	39	119
Orbost Regional Health		104	202	306
Otway Health & Community Services			123	123
Peninsula Health	1252	6655	15806	23714
Peter MacCallum Cancer Centre			1760	1760
Portland District Health	11	295	430	737
Robinvale District Health Service		36		36
Rochester & Elmore District Health Service		67	465	532
Rural Northwest Health		232	143	375
Seymour Health		459	182	641
South Gippsland Hospital		158	318	476
South West Healthcare	624	2032	5194	7850
St Vincent's Health (Public)		1162	15326	16487
Stawell Regional Health		209	962	1172
Swan Hill District Health		151	578	728
Tallangatta Health Service		743	472	1215
Terang & Mortlake Health Service		96	200	296
The Kilmore and District Hospital	58	311	834	1203
The Royal Children's Hospital			6980	6980
The Royal Victorian Eye & Ear Hospital		184	1011	1195
The Royal Women's Hospital	9408		2145	11553
Timboon & District Healthcare Service		44	110	154
West Gippsland Healthcare Group	705	1059	3254	5018
West Wimmera Health Service		103	348	452
Western District Health Service		792	997	1789
Western Health	2645	1610	15657	19913
Wimmera Health Care Group	184	1113	2817	4115
Yarram and District Health Service		124	132	257
Yarrawonga Health		505	455	960

# Increasing acute clinical placements for Diploma of Nursing students

## Growth Grant Funding Application

### Part A – One form to be completed for each TAFE/Health Service agreement

Health service name	<input type="text"/>
TAFE name	<input type="text"/>

### Planned increase in acute clinical placement days for enrolled nurses in 2021

Period	Number of planned additional* Diploma of Nursing acute clinical placements days (above 2018 baseline activity)
January - June 2021	<input type="text"/>
July - December 2021	<input type="text"/>

\* Note the increase in acute clinical placements for Diploma of Nursing students must occur while maintaining or increasing student clinical placement activity levels for all other professional-entry clinical placements (inclusive of all professions).

In submitting this application we acknowledge the conditions of funding as outlined in the acute clinical placements for Diploma of Nursing students Growth Grant Funding Guidelines.

#### Health Service Confirmation<sup>^</sup>

\_\_\_\_\_  
Name

\_\_\_\_\_  
Position

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

<sup>^</sup>CEO or Director of Nursing/Midwifery

#### TAFE Confirmation<sup>^^</sup>

\_\_\_\_\_  
Name

\_\_\_\_\_  
Position

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

<sup>^^</sup>CEO or Executive Officer



## Part B – to be completed for each Health Service application

Health service name

Key contact name

Position

Email


### 1. Details of clinical placement governance, quality and clinical teaching

i. Provide an overview of how the funding will be used to support additional clinical teaching staff and build Enrolled Nursing education and training capacity (and/or cite the name of any attachments\*).

--

ii. Provide details of how the health service will maintain a quality learning environment while increasing capacity for additional Diploma of Nursing students (and/or cite the name of any attachments\*).

--

\*NOTE: Additional attachments supporting this application can be included if relevant and should be cited above for reference.