

Gippsland Regional Integrated Cancer Services (GRICS) Scholarship Program Guidelines

Victorian Integrated Cancer Services Vision Improving patient experiences and outcomes by connecting cancer care and driving best practice

The focus for scholarship applications should reflect the strategic goals of the GRICS Strategic Plan 2017-2020.

These are:

- A networked cancer care system
- High quality cancer care
- A research-informed cancer care system

Scholarships may be provided to facilitate professional development activities in:

- Cancer improvement priority outcome areas
- Quality improvement including evaluation
- Workforce development in relevant areas

Scholarships available:

To enable this initiative, GRICS are offering scholarships to individual professionals or for group workforce development activities including:

- Attending conferences
- Undertaking education and training
- Participating in mentoring programs with an appropriate healthcare professional

Details of the Scholarship Program:

- Applicants must submit an application addressing the selection criteria.
- Funding for conferences will be accepted on an individual basis only.
- Funding will not be available for meals, parking costs or travel via vehicle.
- Funding for individual professionals to attend conferences within **Victoria** will cover registration costs to the conference and an additional \$500.00 to cover travel costs (public transport) and accommodation (max \$200/night).
- Funding for individual professionals to attend **interstate / overseas** conferences will cover registration costs to the conference and an additional \$1000.00 to cover travel costs (public transport, and airfares) and accommodation (max \$200/night).
- Funding for workforce/team development can only be used for group training/education development activities and must identify the needs of the group/team and also specify the number of people included in the proposed activity.
- Funding will not be available for conference attendance as a group.
- Funding will not be available for individual membership to a professional body or organisation.
- Applicants will not be able to apply for a scholarship retrospectively.
- Applications are welcomed from applicants who have participated in the Scholarship Program in previous years; however applications will not be accepted to fund the same activity eg. If an applicant was successful in receiving a scholarship to attend a conference, they will not be able to apply to attend the same conference, if the topic is the same the following year. This is also valid for education and/or training.
- Applicants are limited to submissions up to a value of \$3,000.00 for individual professionals or

\$4,000.00 for group training activities in one financial year.

- An application for the GRICS Scholarship Program will be accepted up to COB 31st May each year or until the total allocation of funding has been expended.
- Funding is available from 1st July – 30th June each financial year.
- Applications for the following financial year will be accepted from 1st July, but will be pending until further funding has been confirmed from the Department of Health and Human Services and also approval from the GRICS Business/Governance Group for the continuation of this program.
- Funding will not be available to the health service for backfill of participant's positions whilst undertaking the education activity.
- Successful applicants need to provide reconciliation of funds spent as per the evidence requirement.
- At the completion of the funded activity, GRICS will require each successful applicant to complete a GRICS Scholarship Program Evaluation Form. All successful applicants **must** provide a short written report (up to 300 words), outlining the key lessons learned, that is suitable for the GRICS newsletter and website, to GRICS within one month of completing their professional development activity. GRICS may invite all applicants to attend a group session to discuss the potential of translating lessons learned into service improvements.
- Applicants will be notified on the outcome of their application via mail.
- Applicants need to provide details of contributions they and their employer will make towards the activity.
- Applicants are required to organise their own registrations, mentoring or any other arrangements associated with the activity.

Selection Criteria:

- As a condition of funding, GRICS requires individuals and health services, where requested, to actively work with GRICS towards implementation of service improvement activities in relation to multidisciplinary care and supportive care targets.

Applicants shall be:

- A health professional (medical, nursing, allied health or administration) currently working for a health service (hospital, community and primary care) within the GRICS region; or
- A consumer treated for cancer within the GRICS region, their family or significant others.

Requirements:

- Professional applicants must have workplace approval for absence and any additional costs required to participate.
- A mentoring applicant must include a letter of support from their mentor.
- Supporting documents for example, conference or course outline must be submitted with their application.
- All sections of the application form must be completed to avoid delay in the approval process.

The activity must:

- Be cancer related or focused with clear linkages to cancer service improvement.
- Be relevant to your current employment or position within the GRICS region.
- Demonstrate the capacity to extend your scope of clinical practice.
- Demonstrate the building of a particular skill base.

Evidence Requirements are:

- Three key learning objectives from the conference, education or mentoring activity and an overview of how it relates to cancer care.
- How the learning opportunity will be 'shared' within your department / organisation or within the wider GRICS community.
- How the applicant and the applicant's employer will be contributing to this activity.