

## **Guidelines for employing an Aboriginal health worker (under PIP)**

### Eligibility

1. Practices must be participating in the Practice Incentives Program
2. The practice must be located within one of the target areas.
  - Rural, Remote and Metro Areas RRMA 3-7
  - RRMA 1-2 (workforce shortage with a low doctor to patient ration and low socio-economic status), and/or
  - Aboriginal Medical Services (AMSs); all AMSs participating in PIP and located in RRMA 1-7.
3. Practices must retain the AHW for the minimum number of sessions required.
4. The incentive payment is capped at a maximum of 5000 SWPEs (standard whole patient equivalent).
5. AHW must be employed predominantly in functions from the list at Attachment A. (includes participating in screening, immunising, and patient recall).
6. The minimum qualification level of an Aboriginal health worker is Certificate Level III in ATSI health or above from a recognised institute.

### How does your practice enroll?

1. Call the PIP Hotline on 1800 222 032 and ask for the application form (and guidelines).

### How much do you receive?

1. Incentive payments will be calculated on a dollar amount per SWPE.
2. An annual incentive equivalent is at least \$8 per SWPE to all practices.

### Rural loading

1. Practices located in RRMA 3-7 inclusive are eligible for the standard rural loading applied to PIP payments.

### Practice Obligations. Practices must:

1. Notify the Health Insurance Commission (HIC) if the AHW employment falls below the minimum number of sessions required.
2. Ensure the AHW has:
  1. a clear, unambiguous and agreed role description consistent with their qualifications.
  2. systems support, access to further training and debriefing, peer mentoring etc.
3. Be able to provide the AHW's qualification certificate upon request from the HIC.
4. Maintain AHW records to demonstrate employment history under the PIP audit program.

Please note, these are a summary of the guidelines only. A copy of "Guidelines for employing Aboriginal health workers" should be referred to for further details.