

## *Flexible Funds Policy V6* (Not yet in effect. Expected to come into effect for the 2026.2 semester)

### 1. Purpose

The Australian Government has provided an additional pool of flexible funding to the RACGP to support supervisors, training sites and registrars on the Australian General Practice Training (AGPT) Program.

This policy defines the principles, requirements and application of the RACGP's use of Flexible Funds across Australia that is consistent with the business rules set out in the [National Consistent Payments \(NCP\) Framework](#).

### 2. Scope

2.1 This policy applies to:

- i. Registrars in the RACGP AGPT Program who are engaged in a Community General Practice Training Term (excluding Extension Awaiting Fellowship) or an Additional Rural Skills Training (ARST) term
- ii. RACGP-accredited Supervisors who are engaged in the Supervision of an AGPT Registrar in Community General Practice Training Terms
- iii. Practice Managers who are working in an RACGP-accredited community general practice
- iv. RACGP-accredited Supervisors and Registrars who are engaged in an RACGP-approved AGPT Remote Supervision placement
- v. Accredited Training Sites

2.2 This policy applies to the following payment types:

- i. Supervisor professional development payments (refer to [Schedule 1](#))
  - ii. Remote Supervision payments (refer to [Schedule 2](#))
  - iii. Registrar financial support for Incentivised Placements (refer to [Schedule 3](#))
  - iv. Registrar financial support for Additional Rural Skills Training (refer to [Schedule 4](#))
  - v. Registrar travel to mandatory out of practice education workshops (refer to [Schedule 5](#))
  - vi. Practice Manager travel to attend RACGP professional development events (refer to [Schedule 5](#))
  - vii. Supervisor travel to attend RACGP Supervisor professional development events (refer to [Schedule 5](#))

### 3. General principles

3.1 This policy is subject to the RACGP receiving flexible funding from the Australian Government for the AGPT Program.

3.2 The RACGP is not liable for the recovery of payments made to incorrect accounts. The payments are made to the nominated bank account. It is the responsibility of Registrars and Supervisors to ensure their account details are up to date in the Training Management System (TMS).

- 3.3 It is the responsibility of Registrars and Supervisors to ensure that any claims submitted are correctly completed, signed and supported by the required evidence.
- 3.4 It is the responsibility of Registrars and Supervisors to seek independent taxation advice and check the impact of any payments on their tax liability.
- 3.5 Accessing Flexible Funds payments does not exclude access to existing NCP entitlements and other RACGP claimable items.
- 3.6 All payments are paid:
- i. in accordance with the relevant schedule
  - ii. for activities that relate to the current training semester
- 3.7 Payments are not paid:
- i. where a payment for the same activity has already been paid by an alternative entity
  - ii. for retrospective semesters

#### 4. Supervisor professional development payments

Details of the Supervisor professional development payments are outlined in [Schedule 1](#).

- 4.1 New Supervisors who meet the following criteria are eligible for supervisor professional development payments:
- i. have applied to become accredited per the [Accreditation Policy](#).
  - ii. have completed the Foundations of a GP Supervision Program modules per Schedule 1, and
  - iii. are in an Accredited Training Site.
- 4.2 Accredited Training Sites supervising at least one Eligible Registrar and Training Sites in an incentivised location will receive a Supervisor professional development stipend each semester to support attendance at professional development activities per Schedule 1.
- i. Training Sites determine who will attend the Supervisor professional development and how the stipend is distributed among the Supervisors.
- 4.3 Supervisors located in MM 2–7, per the Modified Monash Model, or working in an incentivised location without an Eligible Registrar can claim for the travel costs associated with attending RACGP face-to-face supervisor professional development per [Schedule 5](#).

#### 5. Remote supervision payments

Details of the Remote Supervisor professional development payments are outlined in [Schedule 1](#).

Details of the Supervision payments are outlined in [Schedule 2](#).

- 5.1 New Remote Supervisors who meet the following criteria are eligible for remote supervisor professional development payments:
- i. have applied to become accredited per the [Accreditation Policy](#),

- ii. have completed the Foundations of a GP Supervision Program modules per Schedule 1,
- iii. have completed the Remote Supervision in GP Training module, and
- iv. are in an Accredited Training Site.

5.2 Remote Supervision payments are payable to the Supervisor who is providing remote (offsite) Supervision to Registrars in GPT2, GPT3, or Extended Skills Training terms undertaking an approved Remote Supervision placement.

## 6. Registrar financial support for incentivised placements

Details of the Registrar financial support for Incentivised Placements are outlined in [Schedule 3](#). Information relating to travel can be found in [Schedule 5](#).

6.1 Financial support for Incentivised Placements is paid to Registrars who:

- i. are undertaking a term in community general practice (excluding Extension Awaiting Fellowship) in a GP Catchment or Training Site that has been identified as an Incentivised Placement, and
- ii. reside within the same GP Catchment (or an adjoining GP Catchment), for a minimum of two nights in a calendar week, or within 80kms of the placement or are working in an identified Unique Training Location where residing in the GP Catchment is not suitable.
- iii. meet the minimum RACGP part-time training requirements per the [Training Program Requirements Policy](#), working a minimum of 14.5 hours per week over at least two days.

6.2 Recommended uses of this financial support:

- i. relocation costs
- ii. housing rental assistance
- iii. placement childcare and education costs
- iv. additional relevant training (eg X-ray courses)
- v. travel for personal health care or wellbeing (respite)
- vi. internet connectivity

## 7. Registrar financial support for additional rural skills training

Details of the Additional Rural Skills Training payments are outlined in [Schedule 4](#).

7.1 Financial support for Registrars is available for Registrars who are:

- i. enrolled in Rural Generalist training,
- ii. undertaking Additional Rural Skills Training, and
- iii. have not received an Additional Rural Skills Training financial support payment during training in any location.

## 8. Registrar travel to mandatory out of practice education

Details of the Registrar travel payments to mandatory out of practice education are outlined in [Schedule 5](#).

8.1 Travel can be claimed by Registrars attending mandatory out of practice education workshops who are:

- i. in a GPT1, GPT2 or GPT3 term, and
- ii. training in an MM 2–7 location.

## 9. Practice manager travel to attend RACGP professional development events

Details of the Practice Manager travel payments for professional development are outlined in [Schedule 5](#).

9.1 Practice Managers located in MM 2–7 or working in an Incentivised Location without an Eligible Registrar, can claim for the travel costs associated with attending RACGP face-to-face professional development events.

## 10. Amendment of this policy

The Chief Education and Training Officer (CETO) may, without the consent of the RACGP Board, make Minor, Moderate and Consequential Amendments to this policy at any time.

If the CETO makes amendments, they must advise the RACGP Board of those amendments as soon as practicable.

The CEO may make amendments to this policy at any time.

All amendments must be communicated to the Department of Health, Disability and Ageing as soon as practicable.

## 11. Responsibilities

11.1 CEO	i. Approving Major Amendments
11.2 Chief Education and Training Officer	<ol style="list-style-type: none"> <li>i. Approving Minor Amendments</li> <li>ii. Approving Moderate Amendments</li> <li>iii. Approving Consequential Amendments</li> </ol>
11.3 National Planner, GP Training Workforce	i. Annually reviewing this policy and confirming the incentivised locations for registrar support payments
11.4 Program Support Officers and Training Coordinators	<ol style="list-style-type: none"> <li>i. Liaising with registrars, supervisors and practice managers affected by this policy</li> <li>ii. Supporting stakeholders with access to paperwork and questions about policy requirements and scope</li> <li>iii. Providing advice of incomplete information</li> <li>iv. Accessing and recommending applications that meet all criteria for approval</li> <li>v. Providing advice to registrars, supervisors and practice managers whose applications do not meet criteria</li> </ol>
11.5 Regional Director of Training	i. Identifying mandatory educational release activity

11.6	Regional Operations Manager	ii. Approving or declining applications for payments
11.7	Registrar	<ul style="list-style-type: none"> <li>i. Submitting applications for registrar support payments for identified incentivised placements to the RACGP on the correct form, including all relevant supporting documentation</li> <li>ii. Ensuring the application form is completed in full and signed</li> <li>iii. Responding to requests for additional information from the RACGP</li> </ul>
11.8	Training Site	<ul style="list-style-type: none"> <li>iv. Ensuring the bank details provided in the TMS are correct</li> <li>v. Ensuring supervisor professional development stipend payments are distributed to supervisors proportional to their participation in supervisor professional development activities</li> <li>vi. Responding to requests for additional information from the RACGP</li> </ul>

## 12. Glossary

12.1	Additional Rural Skills Training (ARST)	52 calendar weeks (FTE) in an accredited training post that provides the appropriate depth and breadth of experience necessary to meet the requirements of the particular ARST curriculum.
12.2	Community General Practice Training Term	Vocational training terms, undertaken in a community general practice setting excluding extension awaiting Fellowship.
12.3	Consequential Amendment	An amendment that requires urgent implementation as a necessary result of an amendment to another policy or process.
12.4	Eligible Registrar	All registrars, excluding those in an extension awaiting Fellowship term.
12.5	Extended Skills Training	A 26-calendar week (FTE) term undertaken to extend the depth and breadth of the registrar's skill base in an area relevant to general practice.
12.6	Flexible Funds	Payments to provide continuing professional development for AGPT supervisors and address specific needs to build capacity and support training in areas of workforce need.
12.7	Foundations of GP Supervision Program	Learning modules that new supervisors in the AGPT Program are required to complete (a combination of online, webinar and workshops) per the <a href="#">Supervisor professional development webpage</a> .
12.8	GP Catchment	827 non-overlapping geographical areas used in the <a href="#">Distribution Priority Area</a> (DPA) classification to assess

	the level of access to GP services. Refer to the <a href="#">Health Workforce Locator</a> .
12.9 Incentivised Placement	Placements identified by the RACGP at the GP catchment level as areas with significant workforce need. Refer to the <a href="#">Placement Incentives webpage and guidelines</a> for further information.
12.10 Major Amendment	An amendment that materially changes the operation of the policy but is not otherwise a minor or moderate amendment (ie a change to one major clause or policy review).
12.11 Minor Amendment	An amendment to style, to correct grammatical mistakes, change overall formatting, make updates that do not materially change meaning, or any other amendment, which in the opinion of the Chief Education and Training Officer, does not materially alter the operation of the policy.
12.12 Moderate Amendment	An amendment that materially changes the operation of a policy by a limited amount (ie a change to one minor clause, or changes that have a limited impact on the outcome of the policy).
12.13 Modified Monash Model (MMM)	<p>The Modified Monash Model is a classification system that categorises metropolitan, regional, rural and remote areas according to both geographical remoteness and town size.</p> <p>The MM classification for any given area can be found by using the <a href="#">Health Workforce Locator</a>.</p>
12.14 National Consistent Payments (NCP)	Financial support to AGPT Program participants by Services Australia on behalf of the Department of Health, Disability and Ageing). Eligibility is assessed by the RACGP and the Australian College of Rural and Remote Medicine (ACRRM) using the NCP framework.
12.15 New Supervisor	A supervisor who is in the process of undertaking accreditation by the RACGP and has yet to complete their first year as a provisional RACGP supervisor.
12.16 Practice Manager	A person in an administrative role within the training site responsible for managing the operations and compliance.
12.17 Registrar	A medical practitioner enrolled in the Australian General Practice Training (AGPT) Program.
12.18 Remote Supervision	Supervision primarily provided by a supervisor who is offsite, using a model of supervision that provides comprehensive and robust support and training. Remote

---

	supervision may be considered when onsite supervision cannot be provided by an accredited supervisor.
12.19 Remote Supervisor	An RACGP-accredited supervisor who has been matched to an approved remote supervision model and registrar. In this context, a remote supervisor is predominantly offsite and supervision with the AGPT registrar is performed via electronic means in a variety of formats.
12.20 Rural Generalist	A medical practitioner trained to meet the specific current and future healthcare needs of Australian rural and remote communities, in a sustainable and cost-effective way, by providing comprehensive general practice and emergency care, and required components of other medical specialist care in hospital and community settings as part of a rural healthcare team.
12.21 Supervisor	An accredited GP who works in an accredited training site and takes responsibility for the education and training needs of the registrar while in the training site.
12.22 Training Management System (TMS)	A software solution for the administrative and logistical aspects of the RACGP AGPT Program.
12.23 Training Site	A health service accredited by the RACGP where the registrar may undertake their general practice training. For AGPT registrars, this excludes the mandatory hospital training time.
12.24 Unique Training Location	A training location in an area of need. This area has been identified by the RACGP as a GP catchment in which the registrar is not required to reside.

---

### 13. Related documents, legislation and policies

- [Accreditation Policy](#)
- [AGPT Registrar Training Handbook](#)
- [ARST Support Payment Guidelines](#)
- [Incentivised placement guidelines](#)
- [National Consistent Payments Framework](#)
- [National Consistent Payments Framework \(NCP\) fact sheet](#)
- [National Consistent Payments Guidelines](#)
- [Placement incentives](#)
- [Remote supervision guidelines](#)

- [Rural Generalist Fellowship Training Handbook](#)
- [Supervisor professional development \(AGPT\)](#)
- [Supervisor and practice manager resources](#)
- [Training Program Requirements Policy](#)

## 14. Policy review and currency

This policy will be reviewed every three calendar years from the last approval date, or when there is a significant change in the intent of the policy. This policy remains valid and applicable notwithstanding if it is overdue for review.

### Version history

Version	Date of effect	Amended by
6	Not yet published	Education and Policy Coordinator
Amendment details		
	<ul style="list-style-type: none"> <li>• Wording revised for clarity and accuracy</li> <li>• Wording updated in sections 6 and 7 to reflect the change in process from a claim for reimbursement to an automatic payment</li> <li>• 'Principles' section updated and clause added on 'It is the responsibility of registrars and supervisors to seek independent taxation advice...' for clarity given the change from a reimbursement to an automatic payment (clause 3.4)</li> <li>• Section 6 ('Registrar financial support for incentivised placements') updated to change the minimum from 'three nights' to 'two nights' (clause 6.1.ii) and to include the need to meet '...the minimum RACGP part-time training requirements...' (clause 6.1.iii)</li> </ul>	
5	21/07/2025	Education and Policy Coordinator
Amendment details		
	<ul style="list-style-type: none"> <li>• 'Practice Managers' added to the scope</li> <li>• Modified Monash classification for travel claims aligned for registrars, supervisors and practice Managers to MM 2–7</li> <li>• Additional payment types added (clause 2.2.v, vi and vii)</li> <li>• Clause 3.6 wording changes to refer to the relevant schedule</li> <li>• Clause 4.2.i 'The total number of Supervisor professional development hours completed by Supervisors in the training site must exceed the minimum requirement.' removed.</li> <li>• Section 5 'Remote supervision payments' expanded to include professional development payments for new remote supervisors.</li> </ul>	

- Reference to 'Unique Training Location' added (clause 6.1.ii)
- Reference to 'hardware' removed from clause 6.2.vi to allow for both hardware and internet connection costs to be claimed
- Wording changes for clarity and accuracy
- Links to resources reviewed and updated (the new supervisor professional development and the supervisor professional development forms are now available via the TMS).
- Schedule 5 added outlining the payments for travel

4	02/04/2024	Education and Policy Guidance Lead	
Amendment details	<ul style="list-style-type: none"> <li>• Clause 2.1.i and 6.1.i updated to include registrars on Extension Term for Assessment Purposes to scope.</li> <li>• Schedules 1 to 4 removed from policy. Now hosted on a separate webpage.</li> </ul>		
3	21/03/2024	Education and Policy Guidance Lead	
Amendment details	<ul style="list-style-type: none"> <li>• Clause 4.3 updated to reflect new location eligibility requirements.</li> <li>• Schedule 1 updated</li> </ul>		
2	15/01/2024	Workforce Planning Manager WA	
Amendment details	<ul style="list-style-type: none"> <li>• Updates to eligibility and requirements for accessing Flexible Funds</li> <li>• Removal of process-related information</li> <li>• Restructure of policy to align with RACGP policies</li> </ul>		
Policy owner:	RACGP Board		
Approved by:	Chief General Practice Training Officer	Approved on:	05/01/2023
Next review due:	06/2028		