



Practice Partners Program

Application Guidelines

Who are we?

Health Issues Centre is a Victorian not-for-profit that promotes and practises consumer engagement in the health sector. We know that a better health system with improved outcomes and experiences relies on effective health consumer participation. We train and support consumers to participate in their own health care, and partner with health services to build their capacity to involve health consumers in the design and delivery of Victorian health.

What is the Practice Partners Program?

Practice Partners Program offers grants of up to \$12,000 to health services exploring innovation in the delivery of person-centred care. Health consumer participation in project design, governance and evaluation is an essential criteria for Practice Partners projects.

The grant offers successful applicants a combination of:

- Expertise and support of Health Issues Centre staff (in-kind)
- Funding for the project (full or partial)

Project Streams

Projects need to be focused on at least one of the following two streams:

Stream one: Participation

A participation-focused project aims to encourage, strengthen and/or support the ongoing involvement of consumers (i.e. patients and families) in health care. This involvement may be either at the individual (patient care) or system level or both.

Stream two: Person-centred care

Projects with a person-centred care focus aim to improve the ability of the organisation to deliver care that supports the key principles of respect and dignity, shared information, participation and collaboration. Health Issues Centre will favour projects that address these key principles.

What are the timelines?

Applications open:	Monday 19 February, 2018
Applications close:	5pm Friday 13 April, 2018
Applicants will be notified:	Friday 10 May, 2018
Expected project kick off:	By July 2018
Expected project completion:	Within twelve months (July 2019)

Key selection criteria for Practice Partners

A review panel made up of consumers representatives, Health Issues Centre and Safer Care Victoria staff will review all applications. All applications will be assessed on the following criteria:

Criteria one: Involvement of consumers in project design, governance and evaluation

It is essential that your project includes consumers from the organisation or community not only in the project roll-out but in its design, governance and evaluation. This involvement must be early, ongoing and substantial (in numbers and responsibility). This is an expectation for both participation and person-centred care projects.

Criteria two: New, innovative

Health Issues Centre is particularly interested in projects that are not only new, but bring creative thinking and innovation to consumer participation and person-centred care. What's the local twist or adaptation that will improve the impact or longevity of this work?

Criteria three: Scalable and replicable

One of the main aims of the Practice Partners Program is to cultivate original ideas that have the potential to spin-off in other settings across Victoria. Ideally, your project will be relevant to other health services and communities, as well as having the potential to grow and have a larger impact.

Criteria four: Commitment to sharing the project steps and outcomes with other services

We like to share our work when it goes well. However, life-after-the-project often gets in the way. Part of the agreement for accepting Health Issues Centre's funding and support will be presenting your project and the outcomes to at least two other organisations and communities within six months of project completion. Where possible, Health Issues Centre would like to attend these presentations.

Health Issues Centre will also share information about your project. This includes information and stories through digital and online channels, in our annual report and other publications.

Criteria five: Small, rural and regional services will be prioritised

We are particularly interested in supporting smaller or less well-funded services.

Criteria six: Involvement of typically under-represented groups is encouraged

Through the Practice Partners, Health Issues Centre encourages organisations to consider the involvement of consumers who are typically under-represented. We would love to see you involve and work closely with those groups in your community who may be under-represented in existing activities.

Eligibility and exclusions

- Health Issues Centre will not fund individuals
- Eligibility is strictly limited to publicly funded health services in Victoria
- Community health organisations in Victoria are welcome to apply but applications must demonstrate a direct connection with and/or benefit to public hospitals
- The project must be completed within 12 months of the agreed commencement date
- Health Issues Centre will consider funding for a project where an eligible organisation works in partnership with another organisation
- Health Issues Centre will not fund travel/accommodation expenses or conference attendance
- Health Issues Centre will not fund capital works or capital purchases/resource equipment development, infrastructure or operational costs
- Health Issues Centre will not fund consultants or agencies to provide services that could be otherwise provided by Health Issues Centre

Expectations for Practice Partners

Successful funding recipients are expected to do the following:

- Complete a mid-term project update at the six month mark (unless the project has been completed). A template will be provided
- Complete a final report on the project and its impact. A template will be provided. This is to be submitted to Health Issues Centre within 90 days of the project being completed
- Complete a financial acquittal as part of the final report
- Work with Health Issues Centre in producing stories or publications about your project
- Acknowledge Health Issues Centre in any promotional material or media related to the project

How to apply

Prior to submitting your application, we encourage you to contact us via phone or email to discuss your proposed project. Please also visit our website for information about previous applicants' projects. <http://www.healthissuescentre.org.au/news/detail/round-3-practice-partners-program>

To apply, you will need to complete the [Practice Partners Program Application Form](#).

Applications close **5pm, Friday 13 April, 2018**.

In addition to completing all questions about the project, you will need:

- Endorsement by your organisation's CEO
- Contact details of two external referees

For more information

Please contact Francesca Trimboli on (03) 8676 9053 or email f.trimboli@healthissuescentre.org.au