



## **EXPRESSION OF INTEREST**

**Palliative Aged Care in RACHs: A mentoring and education program for GPs**

**Due: 6.00pm AEST, 30April 2025**

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## 1. Introduction

COORDINARE, as the South Eastern NSW Primary Health Network, is dedicated to fostering healthier communities. We focus our efforts on those who face the biggest inequities. To do this, we collaborate with the community, general practices and other stakeholders to design solutions that make it easier for people to get the health care they need. **More information about COORDINARE – SENSW PHN can be found on our [website](#).**

COORDINARE is approaching General Practitioners (GP) to participate in the Palliative Aged Care in RACHs: A mentoring and education program for GPs.

There is funding of **up to \$3,000 ex GST** per General Practitioner available for 6 months from contract commencement.

## 2. Who can apply?

There are up to **6 grants available**.

General Practitioners attending in Residential Aged Care Homes or interested in attending a RACH that require additional education, mentoring & support are eligible to apply.

## 3. Background & Funding purpose

### *Palliative Aged Care*

The need for palliative and end-of-life care is increasing, and although 70% of Australians say they would prefer to die at home, approximately 15% do so, with around half of all deaths occurring in hospital, and over a third (36%) in residential aged care this figure increases with age for example people aged 85 and over, residential aged care was the most common place of death at 50%. Of older people not living in residential aged care the week before death, 7 in 10 (71%) died in hospital. ([AIHW report 2021](#)).

Research has shown that when palliative care is provided at home, palliative care patients are 87.5% more likely to remain in the community until death (Palliative Care Australia, 2017).

In the SENSW region, 21.6% (141,889) of residents are aged over 65 years and this demographic is expected to grow by 26.9%, reaching 172,030 by 2031. *The aging population underscores the importance of providing high-quality palliative care across all settings.*

The purpose of the pilot project is to:

- **Enhance GP Engagement:** Build the interest, knowledge, and capacity of general practitioners (GPs) to provide clinical support to residents of Residential Aged Care Homes (RACHs).
- **Empower RACH Workforce:** Increase the capacity and confidence of the RACH workforce to better support the holistic care of residents.
- **Communication:** improved communication processes between GP & RACH staff, reduce unnecessary hospital presentations of residents strengthens relationship of clinical & care team.

These objectives aim to foster a collaborative and well-informed care environment, ensuring that residents receive comprehensive and compassionate care.

### *Broad Strategy*

The project will be achieved by following these phases/stages:

#### **Partnership & Course material Development:**

- COORDINARE to Partner with Palliative Medicine Specialist, who will develop comprehensive course materials to align with the Palliative Approach Framework.

#### **Workshop Delivery:**

- Conduct 2-hour monthly workshop sessions with participants to provide in-depth training and knowledge sharing.

#### **Mentorship and Case Study Discussions:**

- Meet monthly to mentor participants and discuss case studies (2 hours in total). These sessions can be conducted face-to-face or virtually, depending on participant availability and preference.

#### Facility and Staff Needs Assessment:

- Discuss and liaise with clinical care managers at each participating RACH setting to understand facility and staff needs. General Practitioners will be brought along to these meetings to ensure cohesive planning and implementation.

#### Training and Resources:

- Training and resources will be centred around the Palliative Approach Framework (PAF) and its phases, the after-death audit, and the Quality Improvement Advance Care Planning (QI ACP) toolkit.

This structured approach ensures that all aspects of the project are addressed systematically, fostering a collaborative environment for learning and improvement

### Scope and specifications

Grant package includes:

Items	Funding amount	Payment
<ul style="list-style-type: none"> <li>• Complete participant workbook, After Death Audit</li> <li>• Participate in 6 x monthly 2-hour workshop sessions. <ul style="list-style-type: none"> <li>○ Time: Evenings, 7-9pm or 6.30 pm - 8.30pm.</li> <li>○ Total of 12hrs</li> </ul> </li> <li>• Participate in individual monthly mentoring and discussion with course facilitator (face-to-face/online – TBA) (2 hours in total)</li> <li>• Participate in and complete pre-course questionnaire, post course evaluation.</li> </ul>	\$3,000.00	Invoice submitted via <b>Folio Management System*</b> , upon contract commencement.
<ul style="list-style-type: none"> <li>• Participate in follow-up interviews <ul style="list-style-type: none"> <li>○ 1- &amp; 6-months post program</li> <li>○ 2 hours total - paid via paid participation form (Provided by COORDINARE)</li> </ul> </li> </ul>	\$282.30	Submit a Paid Participation Form upon com

*\*Successful applicants will be granted a licence for the Folio Contract Management system. Instructions on how to access Folio will be sent following signed contract.*

## 4. Timeline

An indicative timeline is outlined below. COORDINARE reserves the right to modify these timeframes. Any changes to this EOI will be notified via email.

EOI Guideline and Invitations released	16 April 2025
Last day for EOIs to be received – late applications will not be accepted*	<b>6.00 pm 30 April 2025</b>
Evaluation of EOI	Early May 2025
Clarification/negotiation with the applicant	Mid-May 2025
Contracts awarded	Mid-May 2025
Contracts commence	Mid – late May 2025
Workshops sessions and mentoring	June 2025 - December 2025
Follow-up interviews with participants at intervals of 1 month post program	(tentative) January 2026
Follow-up interviews with participants at intervals of 6-month post program	(tentative) May 2026

Please note that any questions, answers, and points of clarification may be shared with publicly (your questions will be deidentified).

## 5. How to apply

- Complete an [Application form](#) on our website, **OR**
- Email completed **Application form (Appendix 1)** to [commissioning@coordinare.org.au](mailto:commissioning@coordinare.org.au)

Application must be submitted by **6:00pm 30 April 2025**.

## 6. How to contact us

For any questions regarding this process please email Commissioning Business Team at [commissioning@coordinare.org.au](mailto:commissioning@coordinare.org.au).

## 7. Evaluation of submission

An evaluation panel will consider the submission against the scope and specifications as well as the selection criteria outlined below.

- AHPRA Registered General Practitioner with an interest in palliative aged care in a Residential Aged Care Home.
- Established as a visiting GP to a Residential Aged Care Home
- A commitment to complete the project with scope and specifications outlined at page 4.

If additional information to that requested in this document is required by COORDINARE when submissions are being considered, written information and/or interviews may be requested to obtain such information at no cost to COORDINARE.

Final decision of grant award will be subject to:

1. **Confirmation with the proposed Residential Aged Care Homes (RACHs):** Verification and agreement with the proposed RACHs to implement the activity.
2. **Distribution of RACHs across South Eastern NSW:** COORDINARE may select applications to ensure a broad distribution of the proposed RACHs, aiming to cover as much of the South Eastern NSW region as possible.

## 8. Contract arrangements

Successful applicants will be required to enter into a grant agreement with COORDINARE. The term of the contract awarded will be from the date of execution until 30 May 2026.

## Expression of Interest

### Palliative Aged Care in RACHs: A mentoring and education program for GPs

Section A – Applicant Details		
Applicant name:		
Mobile phone:		
Email:		
Position/title:		
AHPRA Registration Number		
ABN/GST registration (select 1 of the option)	<input type="checkbox"/> I have an ABN and am registered for GST.	ABN number:
	<input type="checkbox"/> I have an ABN and am not registered for GST	ABN number:
	<input type="checkbox"/> I do not have an ABN and am not registered for GST	

Section B – Assessment criteria		
1. Details of Residential Aged Care Home/s (RACHs) you are attending.		
Name of RACH:		
RACHs Address:		
How often to you attend this RACH?	<i>(i.e., once per week)</i>	
RACH Contact details	Name:	
	Title/Position	
	Email:	
	Phone:	
2. What benefits do you anticipate your participation in the program will bring to the Residential Aged Care staff and residents?		
[provide your response here]		

Section C – Declaration	
<b><i>This must be completed by the individual submitting the application:</i></b>	<b>Agree</b>
If this application is successful, I am committed to participate in the project within the designated time frame.	<input type="checkbox"/>
If this application is successful, I agree to provide required payment document (including invoice and paid participation form) to COORDINARE – South Eastern NSW PHN.	<input type="checkbox"/>
I understand and accept that information provided in this application may be stored by COORDINARE – South Eastern NSW PHN in various hardcopy and/or electronic formats.	<input type="checkbox"/>
I understand that this application does not create a legal or binding commitment and that if successful I will be bound by a contract with COORDINARE - South Eastern NSW PHN.	<input type="checkbox"/>
I understand that I am required to have current and adequate insurances in place. (e.g., Professional indemnity insurance)	<input type="checkbox"/>
I can confirm that the contents of this application are to the best of my knowledge accurate, complete and do not contain any false, misleading or deceptive misrepresentation, claims or statements.	<input type="checkbox"/>
I understand that if the conditions of the funding are not complied with, COORDINARE – South Eastern NSW PHN may seek to recover any funds allocated.	<input type="checkbox"/>

<p><b>How did you hear about this opportunity?</b></p> <p><input type="checkbox"/> COORDINARE website (<a href="#">Funding opportunities</a>)</p> <p><input type="checkbox"/> COORDINARE LinkedIn</p> <p><input type="checkbox"/> Staying Ahead</p> <p><input type="checkbox"/> In the loop</p> <p><input type="checkbox"/> Direct email via Commissioning mailbox</p> <p><input type="checkbox"/> Friends/Colleagues</p> <p><input type="checkbox"/> Others (please specify)</p>
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<b>Applicant Name:</b>		<b>Date:</b>	
<b>Applicant Signature</b> (e-signature accepted)			

## Appendix 2 – Conditions of this Expression of Interest

General	Applicants should familiarise themselves with this document and the separate application form and ensure that their proposals comply with the requirements set out in these documents.
Acceptance	A non-complying submission may be rejected. COORDINARE may not accept any application.
Explanations	Verbal explanations or instructions given prior to acceptance of a proposal shall not bind COORDINARE.
Legal entity	COORDINARE will only enter into a contract with an organisation or individual, or a natural person at least 18 years of age with mental capacity to understand the agreement.
Expenses	All expenses and costs incurred by the practice in connection with this EOI including (without limitation) preparing and lodging a submission, providing COORDINARE with further information, attending interviews and participating in any subsequent negotiations, are the sole responsibility of the applicant
Additional information	If additional information to that requested in this document is required by COORDINARE when proposals are being considered, written information may be requested to obtain such information at no cost to COORDINARE. COORDINARE may also provide additional information or clarification.
Process	COORDINARE reserves the right to withdraw from, or alter, the EOI process described in this document for whatever reason, prior to the signing of any agreement/contract with any party.
Ownership	All submissions become the property of COORDINARE once lodged. COORDINARE may copy, or otherwise deal with all or any part of a submission for the purpose of conducting evaluation of submissions.
Notification of Probity Breach	Should any applicant feel that they have been unfairly excluded from responding or unfairly disadvantaged by the process, the applicant is invited to write to the Business Team at <a href="mailto:commissioning@coordinare.org.au">commissioning@coordinare.org.au</a>
Lobbying	Any attempt by any Respondent to exert influence on the outcome of the assessment process by lobbying COORDINARE staff, directly or indirectly, will be grounds for disqualification of the application from further consideration.
No contract	Nothing in this EOI should be construed to give rise to any contractual obligations or rights, express or implied, by the issue of this EOI or the lodgement of submission in response to it. No contract will be created unless and until a formal written contract is executed between COORDINARE and a Respondent. Respondents will not be considered approved until a final service agreement is in place.