



SA Public Sector Enrolled, Registered & Mental Health Nursing and Midwifery Scholarships 2010

Guidelines
New and Continuing Studies



Government
of South Australia

SA Health

SA Public Sector Enrolled, Registered and Mental Health Nursing and Midwifery Scholarships 2010

The Minister for Health (through the Department of Health) is committed to building a valued and sustainable nursing and midwifery workforce. Every year it awards scholarships to Enrolled Nurses, Registered Nurses, Mental Health Nurses and Midwives who have a strong commitment to future and continued professional practice in metropolitan and country areas.

Who can apply

- > Registered Nurses, Mental Health Nurses and Midwives wanting to undertake Post Graduate Clinical studies
- > Enrolled Nurses seeking to undertake Enrolled Nursing (Post Enrolment), Advanced Diploma, or Undergraduate nursing studies (first academic year).
- > Successful recipients seeking further funding to continue studies in the same postgraduate course in which they have previously received a scholarship.

Note: People of Aboriginal and Torres Strait Islander origin are particularly encouraged to apply.

Eligibility criteria

The applicant:

- > holds a substantive (ongoing) position and is currently working as a nurse, or midwife within the South Australian Public Health Sector.
- > is not receiving funding support through any other scholarship.
- > seeks to develop knowledge and skills in contemporary nursing or midwifery practice with focus on advanced clinical practice.
- > has support and endorsement from the health unit's Divisional Director of Nursing and Midwifery, Nursing or Midwifery Director or EO/Director of Nursing and Midwifery.

Process to acquire a scholarship

- > Forward completed application to Nursing and Midwifery Office
- > Provide evidence of position secured in course
- > Provide evidence of course enrolment
- > Provide copy of Finance Invoice Statement or Payment Receipt for Semester 1 course subjects
- > Provide copy of Finance Invoice Statement or Payment Receipt for Semester 2 course subjects
- > Provide 2010 Academic results

Note: For successful applicants the Academic year 2010 scholarship payment will consist of two retrospective instalments.

1st Instalment (by May 2010) will be made to your bank account following receipt of evidence of enrolment and Tax Invoice of course subjects for Semester 1.

2nd Instalment (by February 2011) will be made to your bank account following receipt of evidence of enrolment and Tax Invoice of course subjects for Semester 2 and 2010 Academic results.

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What your application must include

Original Application only of:

Completed:

- > Part A - Application Form including signed Declaration
- > Part B - Signed Health Unit notification
- > Part C - EFT form (only if not previously lodged or if details have changed)
- > Evidence of enrolment which has been obtained from your university logon showing your name, subjects and number of units for Semesters 1 and 2
- > Copy of Tax Invoice and payment receipt.

Three copies of supporting documentation

- > Part D - Curriculum Vitae
- > Part E - Written statement

Curriculum Vitae

Part D – Curriculum Vitae (**max of 4 pages**) should outline the following:

- > Substantive position held within the Public Health Sector
- > Nursing and Midwifery experience
- > Commitment to ongoing learning
- > List of continuing educational activities that you have been involved in over the last 12 months
- > Contact details of two professional referees – these must be included as part of your Curriculum Vitae

Written Statement

Part E - Provide 250 word statement (maximum) outlining how your participation in the course enhances the following:

- > management of patient/client and/or nursing/midwifery services
- > patient / client care outcomes and efficiencies in practice.

Note: If at any stage during the duration of this scholarship time your employment, address or contact details change please advise the Nursing and Midwifery accordingly.

The South Australian Public Sector Enrolled, Registered and Mental Health Nursing and Midwifery Scholarships 2010 are provided by the Minister for Health to nurses and midwives who do not routinely have access to opportunities that support this type of activity.

Guidelines for Applicants

Scholarships will provide nurses and/or midwives with a one-off financial grant to assist in the payment of coursework study for either:

- > Post-graduate Nursing and Midwifery studies
- > Mental Health Nursing studies
- > Enrolled Nurses studying Enrolled Nursing (Post Enrolment) Diploma, Advanced Diploma, Undergraduate nursing studies (enrolled for first year of study period).

Note: If your course fees are amended / reduced following the payment of scholarship monies, you are required to refund the unspent amount to the Nursing and Midwifery Office, Department of Health.

Purpose

To enable the successful applicants to enhance knowledge and skills that will benefit patient/client care, their organisation, and the wider nursing and midwifery community.

Mental Health scholarships

Nurses who commenced the Graduate Diploma Mental Health Nursing mid year (July 2009) are eligible to apply for a scholarship along with those nurses about to enrol in post graduate mental health nursing studies in 2010.

Scholarship exemptions

Research proposals, conference attendance, student amenities fees, union fees, textbooks or travel expenditure for participation in formal courses are outside the scope of these scholarships.

1. Eligibility Criteria

- 1.1 Currently registered or enrolled with the Nursing and Midwifery Board of South Australia and holds a current Practising Certificate.
- 1.2 Currently enrolling/enrolled in a fee-charging clinical post-graduate/post-enrolment course or VET Program and not receiving funding support through any other scholarships or grants.
- 1.3 Holds a substantive (ongoing) position and is currently working as a nurse/midwife within the South Australian public health sector.
- 1.4 Written support and endorsement of the health unit's Director of Nursing & Midwifery or Divisional Nursing & Midwifery Director (where relevant) or EO/Director of Nursing and Midwifery in undertaking the study.
- 1.5 The applicant shares knowledge and experience with colleagues for the benefit of patients/clients.
- 1.6 Scholarship proposals need to demonstrate that the applicant seeks to develop knowledge and skills in contemporary nursing or midwifery practice and focus on advanced clinical practice.
- 1.7 You must be an Australian citizen or a Permanent Resident.
- 1.8 You are required to have a substantive position within the SA Public Health Sector

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2. Process

- 2.1 Please provide the following by **Wednesday 7 April 2010:**
- > Original Application Form completed and signed plus three copies of supporting documentation.
 - > Evidence of Enrolment Semester 1 & 2
 - > Tax Invoice and Receipt of Payment
- 2.2 You are responsible for payment of the course costs by the dates required by the course provider.
- 2.3 The Scholarship Committee will determine successful applicants and amount of funds to be paid. The decision of the Scholarship Committee is final
- 2.4 You will be notified in writing of the Scholarship Committee's decision
- 2.5 1st instalment scholarship payment will be paid into your bank account
- 2.6 Please provide the following by **Friday 21 January 2011:**
- > Semester 2 Tax Invoice and Receipt of Payment of course subjects
 - > Semesters 1 & 2 Academic results
- 2.7 2nd instalment scholarship payment will be paid into your bank account.

Note: The scholarship funds will be released after the fees are due to the course provider. You are responsible for any costs incurred and the committee cannot guarantee the amount you may receive.

3. Scholarship

- 3.1 No additional funds will be allocated over and above the authorised amount.
- 3.2 Scholarship recipients studying part time will be funded according to subjects undertaken for each Study period in 2010.
- 3.3 It is the expectation of Department of Health that the post-graduate study will be completed in its entirety.
- 3.4 Scholarships are not tax exempt.

4. Responsibility of Successful Applicant

- 4.1 You are required to:
- > complete the 'Scholarship Agreement' (Form 2) and return it to the Nursing and Midwifery Office, Department of Health, within one week of receiving scholarship funds.
 - > maintain a successful academic record throughout your studies
 - > provide the Scholarship Coordinator with your academic results by Friday 21 January 2011 A reminder will not be sent.

Note: It will be at the discretion of the Department of Health, Nursing and Midwifery Office to send a Tax Invoice for repayment of funds if notification or results are not received within required timeframe.

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4. Responsibility of Successful Applicant (cont)

- 4.2 Notify Scholarship Coordinator if you are unable to complete or prematurely terminate the study.
- 4.3 If your study is prematurely terminated or you do not provide the required documentation within the time requested (unless otherwise negotiated), Department of Health will negotiate the pro rata return or all of scholarship funds.

Note: Department of Health will assume you did not wish to continue your studies resulting in the termination of this agreement and resultant repayment of allocated funds. By entering into this agreement with Department of Health you are accepting these responsibilities.

- 4.4 As stated above, you are responsible for any costs incurred by enrolling in a course. You are responsible for payment of course costs by the date specified by the course provider. The committee is unable to guarantee the exact amount you will receive as a scholarship recipient.

Note: You may not be awarded the full amount of course costs. Please be aware of this when planning your studies.

5. Responsibility of Employer

- 5.1 Part B - Health Unit notification form to be sighted and signed by your health unit Nursing & Midwifery Director or Divisional Director of Nursing & Midwifery or EO/Director of Nursing and Midwifery before forwarding your application.

6. Assessment of Application

- 6.1 The Scholarship Committee membership may include representatives from Department of Health and key professional organisations. The committee may also co-opt relevant nursing and midwifery experts, as required, to assist in the assessment of applications.
- 6.2 The scholarship amount awarded to each applicant will reflect current nursing and midwifery workforce needs and health service priority areas. This amount will be determined by the scholarship committee after reviewing all applications.
- 6.3 The Scholarship Committee cannot guarantee that you will receive the full reimbursement you are requesting
- 6.4 The decision of the Scholarship Committee is final. The Committee will not provide individual feedback regarding their decision.

7. Course Costs

- 7.1 Scholarship amounts will be calculated on **up front subject costs for 2010 only**. It is to your advantage to pay the subject costs *Up Front* to receive any discounts for which you may be eligible from your course provider.
- 7.2 The amounts awarded are averaged from all of the various course providers, some

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of which do not offer discounts. The committee is aware of this and takes this into consideration when awarding the amounts.

Note: Research proposals, conference and in-service attendance, student amenities, union fees and text books are outside the scope of scholarship, and will not be funded

Please read these guidelines carefully to ensure you include all supporting documentation **before** sending in your application.

Guidelines for Applicants

Checklist

Completed Application Form (1 copy only)	<input type="checkbox"/>
Signed Declaration	<input type="checkbox"/>
Supporting documentation – (3 copies)	
Curriculum Vitae	
Written statement, maximum of 250 words	<input type="checkbox"/>
Confirmation of enrolment obtained from your education provider showing your name, subjects and number of units	<input type="checkbox"/>
Copy of Tax invoice statement / receipt (1 copy only)	<input type="checkbox"/>
EFT Form (if not previously submitted or change of bank details) (1 copy only)	<input type="checkbox"/>
NB: when completing this form the <i>Vendor name</i> cue is for you to put your name	
Please staple your documents on the top left hand corner	<input type="checkbox"/>
Do not send folders, paper clips, plastic sleeves; cover sheets or copy of guidelines.	

Applications can be downloaded at the following website:

www.nursingsa.com/office_scholarships.php

Applications to be addressed to:

Forward **one** original copy of completed and signed application form, plus **three** copies of supporting documentation by **Wednesday 7 April 2010**:

Scholarship Coordinator
Nursing and Midwifery Office
Department of Health
PO Box 287, Rundle Mall
ADELAIDE SA 5000

Or deliver to:

Level 5, Citi Centre Building, 11 Hindmarsh Square, Adelaide

For further enquiries contact:

Marcia Hakendorf
Scholarship Coordinator
Phone: (08) 8226 6370
Email: marcia.hakendorf@health.sa.gov.au

Applications close at 5pm on Wednesday 7 April 2010