

Enhancing Subacute Care – Better Access to Community Based Palliative Care Services

NATIONAL PARTNERSHIP AGREEMENT ON IMPROVING HEALTH SERVICES IN TASMANIA

PRELIMINARIES

- D1 The outcomes and outputs of this Schedule are to increase Tasmania's capacity to provide patients, their families and carers with greater choice regarding how and where they receive palliative and end of life care.
- D2 The Commonwealth will provide Tasmania with once off funding of up to \$11 million over the period 2012-13 to 2015-16 to strengthen capability and increase the capacity of the existing publicly funded palliative care services and networks to improve access to multi-disciplinary, community based palliative and end of life care services across all regions of Tasmania.
- D3 It is intended that the Commonwealth and Tasmania will work collaboratively using best endeavours to facilitate the achievement of outcomes that are sustainable beyond the expiry of this Schedule without the need for additional funding.
- D4 The services to be funded through this Schedule are part of a broader Better Access to Palliative Care in Tasmania Program to enhance access to community based palliative care in Tasmania as a part of the Tasmanian Health Assistance Package. In addition to the funding provided to Tasmania under this Schedule, the Commonwealth will also provide funding through a competitive funding process for the delivery of community based packages of palliative and end of life care across Tasmania.
- D5 For the purpose of this Schedule a "package of care" refers to palliative and end of life care delivered in a patient's home that may include, domiciliary care, nursing care, after hours care and family and carer support (including defined bereavement services) to be delivered by an organisation or consortium as identified and engaged by the Commonwealth.

TERMS OF THIS SCHEDULE

- D6 This Schedule takes effect from the date that it is signed by the Commonwealth and Tasmania and will expire on 30 June 2016, or on completion of the project, including acceptance of final performance reporting and processing of final payments against milestones.
- D7 This Schedule may be terminated earlier or extended, as agreed in writing by the Parties, in accordance with Part 6 – Governance Arrangements, of the National Partnership Agreement on Improving Health Services in Tasmania (the Agreement).

OUTCOMES AND OUTPUTS

Outcomes

- D8 The outcome of this Schedule will be enhanced patient choice regarding how and where they receive palliative and end of life care services, specifically by expanding community based palliative care services in Tasmania.
- D9 Activities undertaken as part of this Schedule will support and strengthen a consistent approach to the delivery of palliative care services and advance care planning across Tasmania.

Outputs

- D10 The outcomes of this Schedule will be achieved by:
- (a) the development and implementation of projects that :
 - (1) identify and address gaps in the delivery of community based palliative care services and end of life care in Tasmania; and
 - (2) facilitate the timely availability of specialist palliative care consultation and liaison services to other health care providers across Tasmania; and
 - (3) build capacity and strengthen the role of existing palliative care services that support the development of linkages and partnerships with providers of the community based packages of care and the identification, referral and monitoring of patients.
 - (b) the development and implementation of a communication strategy to promote community based palliative care options to patients, their families and carers, and health care providers and enhance communication between public, private and non-government providers of palliative and end of life care in the community, primary care, residential aged care and acute care settings.

ROLES AND RESPONSIBILITIES

- D11 To realise the outcomes and outputs of this Schedule, each Party has specific roles and responsibilities in addition to the roles and responsibilities set out in the Agreement.

Role of the Commonwealth

- D12 The Commonwealth agrees to be accountable for the following additional roles and responsibilities:
- (a) commissioning and funding an independent evaluation of the activities, outcomes and outputs of the Program; and
 - (b) providing results of the evaluation to Tasmania to assist in pursuing sustainability and service improvements.

Role of Tasmania

- D13 Tasmania agrees to be accountable for the following roles and responsibilities:

- (a) identifying and addressing barriers to patient access to services;
- (b) referring and monitoring patients who are eligible to receive packages of community based palliative and end of life care;
- (c) working with any organisation(s) engaged by the Commonwealth to deliver packages of community based palliative and end of life care to fulfil this role;
- (d) actively engaging the Tasmanian palliative care sector over the life of the Schedule to promote linkages between new and existing services;
- (e) meeting the performance and reporting requirements of this Schedule; and
- (f) providing data and input that contributes to the independent evaluation of the activities, outcomes and outputs of the Program.

Shared roles and responsibilities

D14 The Commonwealth and Tasmania share the following roles and responsibilities:

- (a) Jointly conducting a review by 30 August 2014 to assess the extent to which the project objectives, outcomes and/or outputs of this Schedule are being met, and recommending actions to address any shortcomings to promote the successful delivery of this Schedule. This will inform the Review of Agreement which covers all Schedules to the Agreement, as set out in Clause 27 of the Agreement.

PERFORMANCE BENCHMARKS

Performance Benchmarks

D15 The performance benchmarks will be developed and agreed as a part of the Action Plan and reviewed by the Parties annually and agreed as a component of the Action Plan.

PERFORMANCE MONITORING AND REPORTING

Action Plan

D16 In accordance with Clause 12(b) of the Agreement, the Action Plan developed in consultation with the Commonwealth that sets out Tasmania's strategy for delivering outputs will form part of this Schedule.

D17 The Action Plan will:

- (a) detail the scope, cost and timeframe for activities funded in order to achieve the outcome and outputs of this Schedule.
- (b) address how the activities will achieve the outcome and outputs of this Schedule;
- (c) be prepared using the template at Annex 1 to this Schedule;
- (d) be submitted to the Commonwealth by 24 May 2013; and

- (e) be reviewed and updated annually by Tasmania, with updates to be provided to the Commonwealth by 28 February of each year of this Schedule.

Quarterly Reports

- D18 Tasmania will report progress on a quarterly basis, commencing in the first quarter after this Schedule has commenced. All subsequent reports are due to the Commonwealth on a quarterly basis throughout the life of the Schedule.
- D19 All quarterly Reports will provide data to be agreed between the Commonwealth and Tasmania that contribute to and support the independent evaluator to conduct the evaluation of the activities, outcomes and outputs of this Schedule.
- D20 The format of quarterly data reporting will be agreed between the Commonwealth and Tasmania within one month of the signing of this Schedule.

Progress Reports

- D21 Tasmania will report on progress against the projects set out in the Action Plan every six months during the operation of the Schedule in accordance with the timeframes outlined in Table D1 below:

Table D1: Progress Reports

Reporting Period	Due Date
Signing to 31 October 2013	30 November 2013
1 November 2013 to 30 April 2014	31 May 2014
1 May 2014 to 31 October 2014	30 November 2014
1 November 2014 to 30 April 2015	31 May 2015
1 May 2015 to 31 October 2015	30 November 2015
1 November 2015 to 30 April 2016	31 May 2016

- D22 Progress Reports will cover progress against the Action Plan towards delivery of outputs and will include a status update current as of the final day of the Progress Report period, covering:
- the number of referrals and performance indicators and other activities under this Schedule, in accordance with the agreed Action Plan;
 - any delays against the Action Plan, and planned remedial action; and
 - a discussion of any other matters relating to the Action Plan, limited to the minimum necessary for the effective assessment of performance and agreed between the Commonwealth and Tasmania, at least 30 days before it is due.
- D23 The format of Progress Reports against the Action Plan should follow the template at Annex 2 to this Schedule. The data, and format of the data provision, will be agreed between the Commonwealth and Tasmania. The data will contribute to and support the independent evaluator to conduct the evaluation of the activities, outcomes and outputs of this Schedule

FINANCIAL ARRANGEMENTS

Financial contributions

D24 Under this Schedule, the Commonwealth Government will provide Tasmania with up to \$11.0 million over the period 2012-13 to 2015-16 as outlined in Table D2.

Table D2: Estimated Commonwealth annual financial contribution

Year	2012-13	2013-14	2014-15	2015-16	Total
\$ million	5.81	1.79	1.70	1.70	11.0

Note: All figures are rounded - actual payments will be calculated to the nearest dollar

D25 An initial payment to Tasmania will be made following the Commonwealth's acceptance of an Action Plan.

D26 Fifty per cent of the annual payments will be made following acceptance of the Progress Report due on 30 November of each year subject to the receipt and acceptance of all quarterly reports, and the six monthly Progress Report due on 31 May of each year of this Schedule.

D27 A Progress Report will be accepted if it demonstrates satisfactory progress towards delivering outputs in accordance with the activities in the agreed Action Plan.

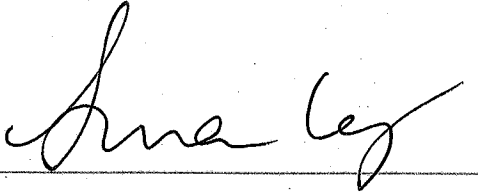
D28 The remaining fifty per cent of the annual payment will be conditional on the Commonwealth's acceptance of the annual review and update of the Action Plan due on 28 February of each year of this Schedule.

Table D3: Milestones and associated payments

Milestone	Due Date	Payment Amount (\$m)
Acceptance of the Action Plan	Expected by 24 May 2013	\$5.81
Acceptance of a satisfactory Progress Report covering the period from signing to 31 October 2013.	30 November 2013	\$0.895
Acceptance of annual review and update of the Action Plan	28 February 2014	\$0.895
Acceptance of a satisfactory Progress Report covering the period 30 April 2014 to 31 October 2014.	30 November 2014	\$0.85
Acceptance of the annual review and update of the Action Plan	28 February 2015	\$0.85
Acceptance of a satisfactory Progress Report covering the period 30 April 2015 to 31 October 2015.	30 November 2015	\$1.7

The Parties have confirmed their commitment to this agreement as follows:

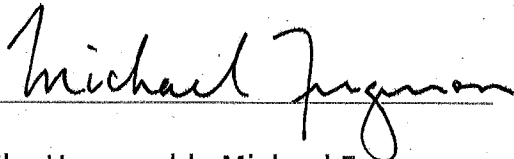
Signed for and on behalf of the Commonwealth of Australia by

A handwritten signature in cursive script, appearing to read "Sussan Ley", written over a horizontal line.

The Honourable Sussan Ley MP
Minister for Health

17/6/2015

Signed for and on behalf of the State of Tasmania by

A handwritten signature in cursive script, appearing to read "Michael Ferguson", written over a horizontal line.

The Honourable Michael Ferguson
MP
Minister for Health

3 June 2015

**NATIONAL HEALTH REFORM AGREEMENT- NATIONAL PARTNERSHIP AGREEMENT ON
IMPROVING HEALTH SERVICES IN TASMANIA – SCHEDULE D**

ACTION PLAN

Please complete an Action Plan for **activities** to be funded under the Program.

Due date:	
Date submitted:	
Primary Contact:	
Phone:	
Email:	
Secondary Contact:	
Phone:	
Email:	

(Copy and complete this table for each discrete project under the Schedule)

Project number:	<i>1</i>
Program Element	<i>Location/Region including statewide</i>
Activity Description	<p><i>Notes:</i> <i>Project descriptions should include:</i></p> <ul style="list-style-type: none"> <i>– What will be implemented?</i> <i>– How will it be implemented?</i> <i>– How will it link with community based packages of palliative care?</i>
Outputs	<p><i>Notes:</i> <i>– Specify Schedule output/s that will be achieved through this activity</i></p>
Expected outcomes as a result of this project	<p><i>Notes:</i></p> <ul style="list-style-type: none"> <i>– How will this project help meet the outcome of the Schedule</i> <i>– How will this enhance the delivery of community based palliative care in Tasmania?</i> <i>– How will this project benefit patients?</i>
Estimated Cost	<i>\$X.X million</i>
Performance benchmarks	<p><i>Notes:</i></p> <ul style="list-style-type: none"> <i>– What will be the performance measure against this activity?</i> <i>– How will performance be assessed?</i>
Estimated Start Date	<i>Month/Year</i>
Estimated Completion date	<i>Month/Year</i>

.....
Printed Name

.....
Signature

.....
Position
Please send signed electronic copy (in PDF) to
Please send signed hard copy to:

.....
Date
NPAB.Business.Unit@health.gov.au
Assistant Secretary
National Partnership Agreements Branch
MDP 408
Department of Health and Ageing
GPO Box 9849
CANBERRA ACT 2601

**NATIONAL HEALTH REFORM AGREEMENT- NATIONAL PARTNERSHIP AGREEMENT ON
IMPROVING HEALTH SERVICES IN TASMANIA – SCHEDULE D**

PROGRESS REPORT AGAINST THE AGREED ACTION PLAN

Please complete a Progress Report for **each activity** outlined in the Action Plan.

Reporting period:	
Due date:	
Date submitted:	
Primary Contact:	
Phone:	
Email:	
Secondary Contact:	
Phone:	
Email:	

(Copy and complete this table for each discrete project under the Schedule)

Project No:	<i>Project Description) –</i>	
Progress to date	<i>(Please provide a short summary of any activities that have occurred in relation to the project, for example, elements of the project that have been completed or are progressing, details of subcontractors engaged, steps taken to implement the project, equipment purchased (including location) etc...)</i>	
Outcomes / Outputs	<i>(Please indicate progress towards achieving Schedule outcome/s and/ output/s as a result of this progress)</i>	
Benefits to patients / outcomes:	<i>(Please provide a short summary of the expected benefits for patients as a result of the progress made so far, including the number of people assisted over the period, where applicable.)</i>	
Next steps:	<i>(Please provide a short summary of the activities that are expected to occur over the next 1-12 months)</i>	
Have there been any delays in the project? If yes, please provide details:	YES NO <i>(please circle box)</i>	<i>(If yes, please provide details of any problems that have been encountered in completing the project, for example, delays in implementation and barriers preventing work.)</i>
Has the funding in relation to this Project been fully spent?	YES NO <i>(please circle box)</i>	<i>(If no, please provide details as to how much funding has been spent and the anticipated timeframe for expending the remainder of the funding.)</i>
Has there been any change to overall cost estimates?	YES NO <i>(please circle box)</i>	<i>(If yes, please provide details of how cost estimates have changed and the reasons why.)</i>
Other issues/sensitivities including relationship with other Commonwealth or state funded activities.	<i>(Are there any other issues that may impact on the successful completion of this project by the due date; or any other sensitivities that the Commonwealth should be aware of)</i>	