Mid North Coast

More Allied Health Services Program

SERVICE AGREEMENT

between the

Mid North Coast (NSW)

Division of General Practice Ltd

A.B.N. XXX

Suite 2,
Level 1, 92-96
Harbour Drive,
Coffs Harbour NSW 2450
Ph: 02 6651 5774 Fax: 02 6651 5781

and

XXXXX

THIS Agreement is made

BETWEEN the

Mid North Coast Division (NSW) of General Practice Ltd (ABN XXX) having its registered office at Suite 2, 92-96 Harbour Drive, Coffs Harbour NSW 2450

And XXX

RECITALS:

1. The Commonwealth Department of Health and Ageing has funded 8 National Pilot Rural Palliative Care Programs which are Managed at a National Level by the Australian General Practice Network.
2. The Mid North Coast (NSW) Division of General Practice Ltd, manages one of the National pilot programs, known as the The Mid North Coast Rural Palliative Care Program.
3. Over the past three years, the Mid North Coast Rural Palliative Care Program has developed a toolkit of Palliative Care development resources that is now available for dissemination to the public, other service providers and Divisions of General Practice through the development of a program website.
4. The program has also developed and supported a multi-disciplinary team (MDT) approach to palliative care planning. All health care providers caring for palliative care patients in the community are encouraged to participate in the weekly multi-disciplinary palliative care team meeting that is held each Tuesday morning from 0800-0930 at Coffs Harbour Health Campus. An integral support strategy was the provision of a GP Advocate, as recommended by the National Breast Cancer MDT Guidelines, to provide GP advice and advocacy, and compensate for the absence of a Palliative Care Specialist.
5. The Australian General Practice Network is contracted by the Commonwealth Department of Health and Ageing to develop a plan for the rollout of Rural Palliative Care programs via Divisions nationwide. As part of this process the Division will support the AGPN in this process by providing access to the GP Advocate as a resource person by continuing the GP Advocate role for an additional six months (until 30 June, 2006) under the Rural Palliative Care Program.
6. According to the terms of this Agreement, the Division will engage XXX to perform the GP Advocacy role through attendance at weekly MDT meetings and respond to inquiries from the AGPN. The terms of engagement will involve a extension of the normal salaried hours XXX is currently performing (as an employee) with the MNCDGP.
7. All parties to this agreement agree to be bound by Guidelines issued by the Department of Health & Ageing, including privacy and intellectual property provisions.

THE PARTIES AGREE as follows:

AGREEMENT TO PROVIDE GP ADVOCACY SERVICES

SERVICES TO BE PROVIDED BY XXX TO THE MID NORTH COAST (NSW) DIVISION OF GENERAL PRACTICE LTD.

1. Perform a GP Advocacy Role with attendance at weekly XXXX Palliative Care Multi-disciplinary meetings at Coffs Harbour Health Campus as coordinated by the CHHC Palliative Care Specialist Team and the MNCDGP Integrated Palliative Care coordinator.
2. Act as a resource person to respond to reasonable inquiries from the Australian General Practice Network in relation to the GP Advocacy role with Palliative Multi-Disciplinary Care meetings.
3. In support of response to inquiries from the Australian General Practice Network refer to the Division Mid North Coast Palliative Care website to obtain relevant source documents relating to the GP Advocacy role and MDT meetings

SERVICES TO BE PROVIDED BY THE MID NORTH COAST (NSW) DIVISION OF GENERAL PRACTICE LTD., TO XXX

1. Payment of XXX to perform the GP Advocacy role on production of timesheet record of work performed
2. Provide conditions and terms of employment in accordance with the current Australian Workplace Agreement entered into with XXX

Complaints Management

Complaints will be managed in accordance with the Dispute Resolution process outlined in the Australian Workplace Agreement currently in force between XXX and the Mid North Coast (NSW) Division of General Practice Ltd

Terms of Agreement

The service agreement will commence upon the signing of this letter of offer and conclude on 30 June, 2007.

PAYMENT TERMS: Fortnightly payment of instalments as salary according to production of time sheet recording hours worked.

We, the undersigned, agree to provide the abovementioned services and discharge all responsibilities in accordance with the conditions as outlined in this agreement.

Signed:…….. Date:…….
XXX

Signed:……. Date:…….
Peter Spence
Chief Executive Officer
Mid North Coast (NSW) Division of General Practice Ltd.