

# MORE DOCTORS FOR RURAL AUSTRALIA PROGRAM (MDRAP) APPLICATION FORM

## Practice Declaration Form – New QLD Applications only

**Current approved members DO NOT complete this form**


(Workforce Program Approved under Section 3GA of the Health Insurance Act 1973)

**Effective Date: Wednesday, 17 November 2021**

The MDRAP is listed in the Health Insurance Regulations 2018 (the Regulations) as an approved program under 3GA of the Act. Rural Workforce Agencies (RWA) in each State and the Northern Territory have delegated authority as the Specified Body to administer the MDRAP on behalf of the Department of Health.

### **Before completing an application both the practice and applicant must:**

- Be fully aware and agree to all obligations and expectations outlined in the MDRAP Guidelines and Criteria as stated on Health Workforce Queensland's website <https://www.healthworkforce.com.au/page/workforce-support/general-practitioners/more-doctors-for-rural-australia-program/> before applying for the MDRAP.
- Allow up to 4 weeks from submitting a complete application to receive an outcome from Health Workforce Queensland. Health Workforce Queensland reserves the right to ask for further documentation throughout the process where necessary.
- Allow 28 working days for Medicare provider number processing following MDRAP approval. Processing times as defined by the Medicare
- Applications must be submitted, including this page, with all supporting documentation [MDRAP@healthworkforce.com.au](mailto:MDRAP@healthworkforce.com.au). Incomplete applications will not be submitted for processing and will only be held for 30 days.
- **Type** or write clearly in **CAPITAL LETTERS**

 This symbol indicates supporting documentation is required as evidence of the details you have stated in this application form. Without this documentation the application will be considered incomplete and will not be submitted for processing.

***This application form requires handwritten signatures and is therefore intended to be paper based.***

***Please scan and return with the compulsory documents to [mdrap@healthworkforce.com.au](mailto:mdrap@healthworkforce.com.au)***

## MDRAP PRACTICE - LOCATIONS / INFORMATION

Doctors on MDRAP **MUST** have a Primary Location.

All locations **MUST** meet eligibility criteria of **CURRENT DPA** and **MMM 2-7** as defined by the Department of Health.

Please list all practice locations that you will be working at and require a Medicare Provider Number.

 **Attach a copy of the following completed documents for each location.** (see explanatory notes)

- Medicare Application form
- Medicare Support Letter
- Evidence of Distribution Priority Area classification
- Evidence of Modified Monash Model classification

### MDRAP APPLICANT DETAILS

First Name : \_\_\_\_\_ Surname: \_\_\_\_\_

### CONFIRMATION OF EMPLOYMENT

 **\*Attach the following documents:**

- Signed Position Description detailing roles and responsibilities on practice letterhead (see explanatory notes)
- Signed Letter of Offer/Confirmation of Employment/Confirmation of additional location offer on practice letterhead (see explanatory notes)

### PRIMARY PRACTICE LOCATION

Is this the Primary Practice for MDRAP nominated by the MDRAP applicant?  Yes  No

Practice Name : \_\_\_\_\_

Practice Address : \_\_\_\_\_

Suburb : \_\_\_\_\_ State: \_\_\_\_\_ Post Code: \_\_\_\_\_

Hours per week : \_\_\_\_\_ Preferred Start Date: \_\_\_\_\_

Practice Accreditation :  AGPAL  GPA  ACHS  In Progress  N/A

Teaching Accreditation :  ACRRM  RACGP  RVTS  AGPT – JCU GP Training  AGPT – GPTQ  N/A

Practice Eligibility :  AMS MMM: \_\_\_\_\_ Current DPA:  Yes  No

### ADDITIONAL PRACTICE LOCATION

Practice Name : \_\_\_\_\_

Practice Address : \_\_\_\_\_

Suburb : \_\_\_\_\_ State: \_\_\_\_\_ Post Code: \_\_\_\_\_

Hours per week : \_\_\_\_\_ Preferred Start Date: \_\_\_\_\_

Practice Accreditation :  AGPAL  GPA  ACHS  In Progress  N/A

Teaching Accreditation :  ACRRM  RACGP  RVTS  AGPT – JCU GP Training  AGPT – GPTQ  N/A

Practice Eligibility :  AMS MMM: \_\_\_\_\_ Current DPA:  Yes  No

### ADDITIONAL PRACTICE LOCATION

Practice Name : \_\_\_\_\_

Practice Address : \_\_\_\_\_

Suburb : \_\_\_\_\_ State: \_\_\_\_\_ Post Code: \_\_\_\_\_

Hours per week : \_\_\_\_\_ Preferred Start Date: \_\_\_\_\_

Practice Accreditation :  AGPAL  GPA  ACHS  In Progress  N/A

Teaching Accreditation :  ACRRM  RACGP  RVTS  AGPT – JCU GP Training  AGPT – GPTQ  N/A

Practice Eligibility :  AMS MMM: \_\_\_\_\_ Current DPA:  Yes  No

NUMBER OF MEDICAL STAFF IN PRIMARY & ADDITIONAL PRACTICE LOCATIONS		
Profession	Number of Staff - PRIMARY	Number of Staff - ADDITIONAL
Non-VR General Practitioner		
VR General Practitioner		
Nurse		
Allied Health		
Practice Support Staff		

**PRIMARY PRACTICE CONTACT**

Position Held\* :  Practice Principal  Practice Manager  Other Practice Staff: \_\_\_\_\_

\*This section **MUST** list **practice staff only**.

Name : \_\_\_\_\_

Practice Address as listed on Medicare Provider Number Application form:

Street : \_\_\_\_\_ Suburb: \_\_\_\_\_ State: QLD Post Code: \_\_\_\_\_

Preferred Contact Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

**PRACTICE CONTACT DECLARATION**

- I declare the information provided in this application and the additional supporting documentation provided is true and correct where it relates to the practice locations and the employment information including supporting documents.
- I understand that failure to complete all relevant sections of this application form, including all supporting documentation may result in delaying the processing of this application or refusal of this application
- I understand that Health Workforce Queensland reserves the right to request further documentation in order to progress this application.

I have read the explanatory notes attached to this application form and understand the requirements and my obligations of the MDRAP

Nominated Practice Contact Person : \_\_\_\_\_

Nominated Practice Contact Signature : \_\_\_\_\_ Date: \_\_\_\_\_

**SUPERVISOR DETAILS**  
(for Doctors **WITHOUT GP experience only**)

First Name : \_\_\_\_\_ Middle Name: \_\_\_\_\_

Surname : \_\_\_\_\_


Date of Birth : \_\_\_\_\_ Preferred Contact Number: \_\_\_\_\_

Email Address : \_\_\_\_\_

Primary Place of Practice : \_\_\_\_\_

Address : \_\_\_\_\_

Suburb : \_\_\_\_\_ State: \_\_\_\_\_ Post Code: \_\_\_\_\_

 \*Attach copies of the following documents:  
 - Current MBA registration for Supervisor  
 - Attach MDRAP Supervision Plan on Health Workforce Queensland template.

**SUPERVISOR DECLARATION**  
(for MDRAP applications of Doctors **WITHOUT GP experience only**)

I declare the information provided in Supervisor Details as part of this application is true and correct.

Supervisor Name : \_\_\_\_\_ Supervisor Signature : \_\_\_\_\_

Date : \_\_\_\_\_

## EXPLANATORY NOTES

**3GA History Letter** - Letter from the Department of Health confirming applicant's 3GA history including length of time. Applicants can apply directly to the Department by emailing [19AA@health.gov.au](mailto:19AA@health.gov.au)

**3GA Program** - All medical practitioners restricted by section 19AA of the Act who do not hold specialist qualifications are unable to access Medicare benefits unless they apply and participate on an approved training or workforce program under section 3GA of the Act.

There are placements in various approved training and workforce programs, which satisfy the requirements of section 19AA of the Act. These allow doctors to access the Medicare benefits arrangements while undertaking vocational training to gain Fellowship of a recognised medical college. List of approved programs under section 3GA of the Act:

<http://www.health.gov.au/internet/publications/publishing.nsf/Content/work-pubs-mtrp-16-toc~work-pubs-mtrp-16-chapter-6~work-pubs-mtrp-16-chapter-6-section-3ga-programs>

**Distribution Priority Area** - A DPA is an area where the general population's need for medical services is deemed to be unmet. An area is a DPA if it has less access to medical services than the national average. The current DPA status of every location in Australia for the medical speciality of general practice is available through the locator map at

<http://www.doctorconnect.gov.au/internet/otd/publishing.nsf/Content/locator>.

The DPA status of a particular medical practice can be confirmed by typing the exact street location in the locator map. Further information regarding what is a Distribution Priority Area (DPA) is also on the DoctorConnect website at

<https://www.health.gov.au/health-workforce/health-workforce-classifications/distribution-priority-area>

**Exam Transcript** – A transcript showing exam dates and outcomes. Please contact the colleges directly.

**Exam Enrolment Confirmation**- Acknowledgement by provider of Exam enrolment/registration. Please contact the colleges directly.

**Letter of Offer** - is a formal written document sent by an employer to a job candidate selected for employment. The letter of offer should be on company letterhead and detail the position title, location(s), commencement date, hours of work, employment term (permanent full time etc.) Letter of offers should also be signed and dated by an authorized person.

**Confirmation of Employment** – Where an applicant is already employed in the practice and moving from another 3GA program. The letter needs to include details of employment i.e.: full time, part time, hours per week etc.

**Medicare Provider Number Application** - <https://www.servicesaustralia.gov.au/organisations/health-professionals/forms/hw019>

**Medicare support letter** - letter of support from the practice on practice letterhead. It must include the following statement: *Practice Name* supports a Medicare Provider Number application for *Doctor Name* to access Medicare benefits at *Practice name, Practice full address* for the period of *Start date* on the MDRAP program.

**Modified Monash Model (MMM)** - The Modified Monash Model is a classification system that better categorizes metropolitan, regional, rural, and remote areas according to both geographical remoteness and town size. MMM classification of every location in Australia is available through the locator map at <http://www.doctorconnect.gov.au/internet/otd/publishing.nsf/Content/locator>.

**'Other Medical Practitioner' (OMPs)** - programs are workforce programs that were designed to provide access to higher Medicare rebates for non-vocationally recognised doctors who provided services in approved locations and met other eligibility criteria specific to the particular program. There are four OMPs programs with differing eligibility and requirements. The OMPs programs ceased to new entrants on 1 January 2019. Existing OMPs program participants will be grandfathered until 30 June 2023 as long as they continue to meet program requirements. A ROMPs application should be completed for each location to the Rural Workforce Agency as part of the MDRAP application (if eligible) <https://www.health.gov.au/internet/main/publishing.nsf/Content/work-pr-romps>

**Plan for Professional Development and re-entry to practice to AHPRA** - GPs are required to submit a professional development plan for re-entry to practice to Australian Health Practitioner Regulation Agency (AHPRA). Evidence of submission will need to be supplied to the Rural Workforce Agency as part of the MDRAP application. Template- Plan for professional development and re-entry to practice can be accessed on the AHPRA website.

**Position Description** - A job description is a document that describes the general tasks, or related duties, and responsibilities of a position. The position description should detail the clinical responsibilities, safety and quality responsibilities, qualifications for the role as well as other clinical and general requirements.

## HELPFUL WEBSITES

- Health Workforce Queensland - <https://www.healthworkforce.com.au/page/workforce-support/general-practitioners/more-doctors-for-rural-australia-program/>
- Australian Health Practitioner Regulation Agency (AHPRA) - <https://www.ahpra.gov.au/>
- Health Workforce Locator - <https://www.health.gov.au/resources/apps-and-tools/health-workforce-locator>
- Royal Australian College of General Practitioners (RACGP) - <https://www.racgp.org.au/home>
- Australian College of Rural & Remote Medicine (ACRRM) - <http://www.acrrm.org.au/>
- Primary Health Networks (PHN) - [http://www.health.gov.au/internet/main/publishing.nsf/content/primary\\_health\\_networks](http://www.health.gov.au/internet/main/publishing.nsf/content/primary_health_networks)
- Australian Medical Council (AMC) - <https://www.amc.org.au/>
- Australian Medical Association (AMA) - <https://ama.com.au/>