



# WORKFORCE RETENTION BONUS GRANT– RESIDENTIAL CARE AND HOME CARE

05/06/2020

The Workforce Retention Bonus Grant supports the continuity of the aged care workforce in residential and home care.

The retention bonus will be paid to eligible staff by aged care providers and agencies. Employers will be funded to make the payment via a grant round opening in June 2020.

To be eligible, workers need to be employed at the time of the application.

There are two bonus payments - one for staff employed in June and a second for staff employed at 31 August 2020.

## Who can apply for the Grant?

- Approved Residential Aged Care Providers
- Approved Home Care Providers
- Approved state/local government residential or home care providers
- Approved National Aboriginal and Torres Strait Islander Flexible Aged Care Program providers
- Approved Multi-Purpose Services (MPS) providers
- Agencies who employ staff working for residential or home care providers (the agency, not the provider, applies)

## What workers are eligible?

This payment is specifically to encourage direct care workers providing clinical care and personal care and allied health workers to remain employed in residential and home care during the COVID-19 pandemic. Aged Care workers who are eligible are:

- **Residential Aged Care** - direct care workers in residential care facilities, including personal care workers, registered nurses, enrolled nurses and allied health.
- **Home Care** - includes workers providing clinical care, personal care, cleaning, home support activities and meal preparation, social support, shopping, community access and transport, allied health and respite.
- Eligible staff can be Full Time, Part Time or Casual. Contract/agency staff not directly employed by a provider are included. The agency, not provider, makes the application for these contract staff .
- Eligible State/Local Government employees in Commonwealth funded residential or home care are included. Employees of National Aboriginal and Torres Strait Islander Flexible Aged Care Program and Multi-Purpose Services are included.

## How much is the bonus?

The Australian Government announced two payments of up to \$800 for residential aged care workers and up to \$600 for aged care home care workers.

Applications can be made for full-time, part-time and casual workers on a pro-rata basis. The payment is based on hours worked in the four weeks before the application date. Where a worker has been employed for less than four weeks, they are still eligible. Their payment will be based on their average hours in a week since their employment commenced.

Hours	Percentage received
Between 3 and 7.5 hours per week	20 % of bonus payment
More than 7.5 and up to 15 hours per week	40 % of bonus payment
More than 15 and up to 22.5 hours per week	60 % of bonus payment
More than 22.5 and up to 30 hours per week	80 % of bonus payment
More than 30 hours per week	100 % of bonus payment

## What does this mean for the worker?

Gross Payment before tax to worker

Eligible Workers	Between 3 and 7.5 hours per week	More than 7.5 and up to 15 hours per week	More than 15 and up to 22.5 hours per week	More than 22.5 and up to 30 hours per week	More than 30 hours per week
Residential Aged Care	\$160	\$320	\$480	\$640	\$800
Home Care	\$120	\$240	\$360	\$480	\$600

## Are the payments taxable?

**Yes.** The payments are considered income and are subject to income tax when paid to the employee. This is consistent with other COVID-19 measures, such as the JobKeeper payment.

## Does the provider have to pay compulsory superannuation on these payments?

**No.** These payments will be exempt from the superannuation guarantee.

## When will applications open and how do I apply?

A grants round will open for eligible providers/agencies to apply by mid-June 2020 on [GrantConnect](#). The timing of the first payment will depend on when applications are made, but are expected to start flowing in July.

## When will the second payment be made?

Providers with eligible staff employed at 31 August 2020 will receive a payment in September to pass onto their workers.

## How do I receive the second payment?

In order to streamline the process and ensure employees get their payments as soon as possible, providers only need to apply once for both payments. The payment made in September will be based on the staffing profile in the June application, unless a provider requires a variation. Providers can submit a variation request if the staffing profile has changed. The September payment will be adjusted accordingly.

For example:

- If Registered Nurse Mary leaves a service but is replaced by Registered Nurse Andrew (with the same hours), the overall payment would remain the same and a variation would not be required. The September payment would be made to Andrew.
- If in September there are three more Personal Care Workers at a service, a variation request will ensure additional funding is provided for the workers.
- If total staff hours for eligible workers drop by more than 10 per cent, the provider would be required to submit a downward variation.

If there is a new employer (approved provider or agency) entering the market after June, a new application can be made in September for their staff. This is expected to be a rare occurrence.

## What information will providers need to supply?

Providers will need to make a grant application during the open grant round and attach a staffing profile spreadsheet that requires information in the snapshot below.

	<b>Provider Name</b>	ABC Residential Aged Care Inc				
	<b>Provider ID</b>	13				
	<b>Short Title of your Application</b>	ABC Residential Aged Care Inc - Aged Care Workforce Retention Grant - North Queensland				
Facility One	<b>Type of Care</b> <i>(please select from drop down)</i>	Residential Aged Care				
	<b>Service or Facility Name/ Company Name</b>	Southside Home				
	<b>Service ID</b>	1234				
	<b>Operational Places</b>	723				
	<b>Staffing Type</b>	<b>3 to 7.5hrs</b>	<b>7.5 to 15hrs</b>	<b>15 to 22.5hrs</b>	<b>22.5 to 30hrs</b>	<b>30+hrs</b>
	Nurse Practitioner	0	0	1	2	0
	Registered Nurse	0	0	1	2	0
	Enrolled Nurse	1	1	1	1	1
	Allied Health	1	1	4	3	0
	Personal Care Worker	0	1	5	1	2
Community Care Worker*	1	0	3	0	0	
* Only applicable in Home Care - see definition above						
<b>TOTAL</b>	3	3	15	9	3	

## What Commonwealth funded programs are excluded?

- Commonwealth Home Support Program
- Short Term Restorative Care
- Transition Care

## How will payments be monitored?

This program will be subject to an active audit program which will be a combination of random and targeted audits. Targeted audits will be based on, but not limited to:

- analysis of complaints or feedback
- examination of data held by the Department of Health, cross referenced with application data
- any other information or anomalies that emerge

This will ensure workers receive their bonus from the Provider.

The audit program will cover the June application process as well as the September variation process.

## Where can I find more information?

A Frequently Asked Questions document with examples will be placed on the Department of Health Website along with updated fact sheets in the near future.