

Palliative Care Equipment Loans Scheme 2011

Application for funding to purchase equipment for loan – FORM A

NOTE: the applicant organisation will manage all aspects of the loan scheme, INCLUDING MANAGEMENT, MAINTENANCE, STORAGE, DELIVERY AND ASSOCIATED RISK MANAGEMENT FUNCTIONS of equipment purchased UNDER THIS APPLICATION

SECTION A Applicant Details			
1. Organisation			
2. Postal Address			
3. Contact Person			
4. Contacts	Landline:	Mobile:	Email:

SECTION B Service Information
5. Please provide a brief description of the geographic area and population your organisation services?
6. How many patients and carers did you provide palliative care services to in the last year?
7. Please describe the arrangements your palliative care service currently uses to provide access to equipment to support palliative care patients and carers in the community?
8. Please provide brief information about the range of equipment you loan to patients and their carers and the number of items loaned in the past year (or most recent 12 months for which you have data)
9. Please describe any issues arising from a shortage of equipment to support palliative care patients to receive care at the place of choice and the impacts on service provision.

SECTION C Proposed Equipment to be purchased and managed by your organisation				
Priority	Item (include model name where applicable)	Quantity	Cost per item	Total Cost

SECTION D conditions of Grant Funding
<p>In making this application, the following conditions that will attach to any funding received for the purchase of equipment under this program, we abide by and agree:</p> <p>a) To purchase, manage and maintain the equipment as part of an equipment loan scheme for palliative care</p>

patients and their carers so as to achieve the outcomes and objectives of the Palliative Care Equipment Loan Scheme.

- b) To retain ownership of the purchased equipment and record it in the asset register and balance sheet of your organisation.
- c) To submit proof of purchase within 30 days of purchase of the item of equipment for which the funding under the Palliative Care Equipment Loan Scheme has been approved and received.
- d) To loan any equipment funded from a grant received under this scheme at no cost to palliative care patients and their carers (with respect to the capital cost of the item).
- e) To ensure the equipment is suitable to meet the assessed needs of the patient and or carer and to provide training or other guidance and support that may be required to ensure that it is safe to use in the proposed context.
- f) To undertake appropriate risk management, including insurance, in respect of equipment purchased with these funds.
- g) To take responsibility for identifying, preventing and managing risks in relation to the use, maintenance, storage and delivery of equipment funded under the Palliative Care Equipment Loan Scheme.
- h) To include in a newsletter or website an item about the availability and objectives of the Palliative Care Equipment Loan Scheme during the application period, with appropriate recognition of DoHA, and to provide a copy to PCCSA upon request.
- i) To provide at least one case study (max 250 words) to PCCSA describing the equipment purchased, and how it has benefited a palliative care patient and or their family by 15th April 2012.
- j) To promote information about the equipment funding received and its benefits for palliative care patients and their carers, with appropriate recognition of DoHA, via a newsletter, website or local media and to provide a copy to PCCSA by 15th April 2012 (this may include the case study item above)

SECTION E Signature of Authorised Applicant

I hereby make this application for funding under the National Palliative Care Equipment Loan Scheme and confirm the commitment of the organisation I am authorised to represent to adhere to the conditions of any grant to purchase equipment made under this scheme.

Signature _____ Name _____

Position _____ Organisation _____

Date ____/____/____