



GERALD KANE MEMORIAL SCHOLARSHIP GUIDELINES

The AHSFMA Scholarship/s may be awarded to current members of AHSFMA who are currently employed in the Australian Health Care Industry.

The scholarship is named in honour of Gerald Kane, now deceased. Gerald was the Finance Director at West Gippsland Health Service and served on the AHSFMA committee for a number of year and held the position of treasurer of AHSFMA at the time of his passing.

The reason for creating and awarding the scholarship is to acknowledge the contribution Gerald Kane gave to AHSFMA. Recipients of the Gerald Kane Memorial Scholarship will be chosen by the AHSFMA Committee to help the industry develop and improve knowledge in Financial systems, obtain improve patient outcomes by way of the development of tools used in the Management of the industry.

Value

The scholarship is valued at multiples of \$5,000, not exceeding \$10,000 in any one year.

Eligibility

Applicants must:

- Be employed within the Australian Public/Private Health industry;
- Be a current financial member of AHSFMA; and
- Have a proven record of excellence, and have shown commitment and support to the Australian Health Care Industry.

Applicants who have previously applied, unsuccessfully, may apply again or re-submit previous applications.

Scope

The scope of the scholarship is very broad. The scholarship may be used to fund expenses association with:

Scope:	Contribution:
Undertaking education through an Accredited organisation	Fees
Study tours of Health Institutions either within Australia or overseas.	Travel; accommodation; living allowance

Attendance at a national or international forum, conference, summit or institute relating to the fields of management or Health Finance	Travel; registration fees; accommodation
Internships or secondments at appropriate organizations	Fees; provide backfilling of positions
Undertaking an intensive, advanced private research project on an issue of relevance to the Health Finance industry	Leave without pay; travel

* *Private research projects should have support from the applicant's parent organisation.*

Applications must be submitted using the Scholarship's application template and include:

- A detailed project, course or study description with demonstrated linkages to the appropriate field of study.
- Clear objectives.
- Performance indicators by which the success of the proposed program will be evaluated.
- Key outcomes and benefits to the applicant.
- Key outcomes and benefits to the employing authority and the industry.
- Rationale supporting the applicant's selection of the program described.
- A project, course or study budget, including other funding contributions as applicable.
- A timeframe for completion of the proposed program.
- Strategy for communication of the outcomes of the Scholarship.
- Applicant's ability to implement the program or proposal.
- A two page summary curriculum vitae that indicates highlights and achievements to date.
- Written letter of support of the applicant by the Chief Executive of the applicant's employer indicating the employer's willingness to allow time for attendance at the proposed course, study tour, conference or internship.

Applicants are encouraged to contact the AHSFMA Members' Committee to discuss the viability and feasibility of proposals.

All proposals must provide an opportunity for self-development, benefit to the applicant's employing institution, and benefit to the Financial Health sector as a whole.

Referees

Two letters of recommendation by referees chosen by the applicant are required. These references will be confidential and are to be mailed directly to the scholarship administrator by the referees.

The AHSFMA Members' Committee may contact these referees for further information.

Conditions

Within six months of completion of the program identified in the scholarship proposal, the scholarship recipient must forward a brief overview report summarizing the outcomes and the personal learning experience. This report will be submitted to the AHSFMA Members' Committee and include an acquittal of funds.

The scholarship recipient will be expected to negotiate with the AHSFMA Members' Committee a program designed to share their enhanced skills through a process of networking with industry personnel to maximize the collective benefits of the scholarships.

The scholarships recipient will be expected to present at a future AHSFMA conference and/or workshop an overview of the program.

Assessment

- A panel representing the AHSFMA Members' Committee will assess applications.
- Applicants may be asked to provide more information in written form regarding their proposal/s.
- Interviews may be arranged for short-listed applicants.
- AHSFMA reserves the right not to award the scholarships.

Administration

Applications for the scholarship/s marked '**Confidential**' should be sent by COB Friday 7th November 2008 to:

AHSFMA Members' Committee
PO Box 253
Warrandyte Vic 3113

Enquiries should be directed to:

Mr John Brown
Chief Financial Officer
Royal Childrens' Hospital
03 9345 5173
john.brown@rch.org.au