

Postgraduate study

for registered nurses
2020

Funding application guide



Postgrad coordinator

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Information regarding HWD postgraduate funding

Health Workforce New Zealand was renamed Health Workforce Directorate during 2019.

Health Workforce Directorate (HWD) strategically invests in the training needs of registered nurses (RNs) and other health professionals to achieve the best health outcomes for all New Zealanders now and in the future. HWD funding is an important means of giving the health workforce the essential knowledge, skills, experience and qualifications to provide care that meets changing population needs in a changing world.

HWD funds RNs to enroll in formal tertiary education programmes that lead to completion of a qualification at Level 8 or 9 on the New Zealand Qualifications Framework such as a postgraduate certificate, postgraduate diploma, master's degree or nurse practitioner. Postgraduate education for nurses is encouraged and supported by Taranaki DHB to:

- improve the quality, safety and patient experience of care
- improve the health of all populations, especially those residing in Taranaki
- improve health equity for people identifying as Māori
- obtain the best value for public health system resources
- enhance a healthy and productive workforce
- develop expert practice and advanced practice roles
- improve the delivery of nursing care by encouraging the application of evidence-based practice
- promote ongoing professional development for nurses

Eligibility criteria to apply for HWD funding

Applicants must meet the following criteria in order to be able to complete the online application:

- Applicant is a Nursing Council New Zealand (NCNZ) registered nurse (RN)
- Applicant holds a current NCNZ-issued Annual Practicing Certificate (APC) with no restrictions that impact on the nurse's ability to practice
- Applicant is a New Zealand citizen or has permanent residency
- Applicant is currently employed as a RN by a health service that is funded by Taranaki District Health Board or the Ministry of Health from Vote Health
- The applicant has a permanent contract, except RNs completing new graduate programmes (usually employed on a temporary contract)
- Applicants hold a current portfolio as evidence of meeting NCNZ competency requirements. Portfolio may be completed as part of a NCNZ-approved or based on NCNZ audit requirements. Please contact the postgraduate coordinator ronel.marais@tdhb.org.nz, or PDRP coordinator briget.mcdonald@tdhb.org.nz if further information is required
- HWD is very prescriptive about application information; only fully completed applications will be considered.

Priority will be given to

- Those completing a qualification
- RNs applying for locally delivered papers
- Priority will be given to RNs applying for courses meeting Taranaki DHB/employer priorities
- Priority will be given to RNs working in roles that require advanced practice

What you need to know

Applications

There is **only one opportunity** to apply for 2020 HWD postgraduate study funding – please note, no late or incomplete applications will be considered.

- Applications open on Monday 9 September and close on Thursday 31 October 2019
- Applications need to include both semester papers
- The Approval Committee meets on Wednesday 13 November 2019 to consider all applications and allocate funding within the HWD budget
- Applicants will be notified of the outcome of their applications on Friday 29 November or earlier.

Contact the postgrad coordinator, associate directors of Nursing, nurse educators, professional lead or manager if you are uncertain about postgraduate studies or your career plan.

Before applying, please consider your post-approval responsibilities

- It is your responsibility to ensure you understand your obligations concerning your study
- Ensure you are enrolled with the tertiary provider and course approved for funding
- Be aware that some papers have capped numbers – apply early, you can always change your options down the track
- University course fees are paid directly to the academic provider by Taranaki DHB
- Notify your employer and the postgraduate coordinator as soon as you have your study day dates for rostering and payment purposes
- Taranaki DHB staff request study leave via Stargarden, entering postgraduate study leave in the comment box
- Inform the postgraduate coordinator when you change position, FTE, employment, surname
- Inform the postgraduate coordinator when you change semesters or postgraduate papers
- Provide a copy of your course results to the postgraduate coordinator at the end of each semester
- Complete a short survey monkey for HWD at the end of each semester
- Travel and accommodation subsidy:
 - The travel and accommodation allowance is a subsidy only does not necessarily cover all expenses. You may need to be creative, share and/or self-fund some expense
 - Travel and accommodation expenses will only be reimbursed on submission of a tax receipt
 - Travel and accommodation expenses can include fuel, plane tickets, taxi, bus, parking, accommodations, etc. A tax invoice is always required
 - Taranaki DHB staff submit travel and accommodation claims to the postgraduate coordinator by completing a *Reimbursement of Expenses Claim Form – Post Graduate Nursing Funding ONLY* (available on Wilson > Forms)
 - External RNs submit travel and accommodation claims to their respective employers. Your employer will invoice Taranaki DHB at the end of each semester for reimbursement.

Postgraduate Study Expo 2019

Venue	Taranaki Base Hospital main foyer. New Plymouth
Date	Friday 6 September 2019
Time	1000 - 1600
Postgraduate academic providers	Auckland University of Technology
	Massey University Dr Stacey Wilson s.wilson@massey.ac.nz 06 356 9099 ext 85348

	<p>Dr Claire Minton c.minton@massey.ac.nz 06 356 9099 ext 853401 Massey University Master of Nursing</p>
	<p>University of Auckland Lesley Doughty Management director - Postgraduate Taught Courses Professional Teaching Fellow Phone: 09 923 9566 l.doughty@auckland.ac.nz University of Auckland future postgraduates info</p>
	<p>University of Otago Dr Beverly Burrell Centre for Post Grad Nursing Studies University of Otago (Christchurch) beverley.burrell@otago.ac.nz nursingstudies.uoc@otago.ac.nz</p> <p>Amanda Clifford Coordinator amanda.clifford@otago.ac.nz</p>
	<p>University of Wellington (Victoria)</p>
	<p>Whittireia Wendy Trimmer</p>
	<p>Wintec Helen Nielsen Postgraduate team manager Wintec Hamilton Phone: 07 834 8800 extension 8459 Email: Helen.Nielsen@wintec.ac.nz</p> <p>Postgraduate diploma in Nursing</p>
Taranaki DHB support	<p>Postgraduate coordinator ronel.marais@tdhb.org.nz</p> <p>Associate directors of Nursing and Midwifery</p> <p>Nurse educators nursingdirector@tdhb.org.nz</p>