

Communique for Commonwealth Home Support Programme providers in Victoria

Dear Victorian CHSP providers,

This communique is to provide you with information on:

- [Financial acquittals](#)
- [CHSP Organisation Overview Report](#)
- [Transition out of CHSP service delivery for providers](#)
- [Sector Support and Development reporting](#)
- [Increased funding support for meals under the CHSP](#)
- [Minister's speech on 'Australia's New Age of Opportunity'](#)

Financial acquittals

Service providers are reminded that their financial acquittal for CHSP activities is due 31 October 2017.

The CHSP Financial Declaration form has been amended as part of the Department's red-tape reduction efforts, with components of the Service Stocktake Report (SSR) incorporated into the financial declaration form. You will no longer receive a separate SSR form. Please complete and return your Financial Declaration form to dohacquittals@health.gov.au by 31 October 2017. If you have any questions, please contact your Grant Agreement Manager.

For this financial year there is in-principle agreement to support requests for CHSP service providers to carry forward any unexpended CHSP funds from 2016/17 into the same 2017/18 activities. If this is applicable to your organisation, you need to answer 'yes' in your financial declaration form. In such cases, an additional pro-rata service output is expected to be delivered and included in your performance reports for 2017/18.

CHSP Organisation Overview Report

The CHSP Organisation Overview Report is now available in the Data Exchange and provides organisations with a new and interactive tool (Qlik) to view and analyse their own data. A user's access to their CHSP Organisation Overview Report will mirror their access to the Data Exchange. For example, if a user can only enter data against one outlet, only that outlet will show in the report even if the organisation they work for has multiple outlets.

Guidance material is available in the [CHSP Organisation Overview Report Guide](#) and the [Task cards for Qlik reports](#).

Transition out of CHSP service delivery for providers

There are times when organisations make a decision for one reason or another that they are no longer in a position to provide CHSP services. This is called a withdrawal and the process following, a novation.

A withdrawal/novation from CHSP service delivery does not happen automatically or immediately. The process may take six months or longer, depending on the complexity of the proposed transition.

The service provider will need to work with the department to ensure the smooth transition of services to another service provider. The outgoing service provider remains responsible for the continuity of service delivery throughout the transition period.

The outgoing service provider is required to prepare, update and implement a Transition-Out Plan and ensure that all client records are complete and up to date.

For more information on transition out of CHSP service delivery please contact your Grant Agreement Manager.

Sector Support and Development reporting

For those service providers funded to deliver Sector Support and Development activities, progress reporting on your performance against your activity work plan will still be required on a template to be provided by the department. Your GAM will be in touch shortly to provide further information.

Increased funding support for meals under the CHSP

In recognition of the important contribution that CHSP meals providers and volunteers provide to the community, the Minister for Aged Care has approved an increase in funding under the CHSP to address the per-meal funding disparity between CHSP meals providers across the states and territories.

This is the first step to addressing historical differences in funding across the country and further work to support CHSP meals providers will be considered in line with future reforms to aged care.

Minister's speech on 'Australia's New Age of Opportunity'

On 25 October 2017, the Federal Minister for Aged Care and Minister for Indigenous Health, Ken Wyatt AM, MP addressed the National Press Club on the topic 'Australia's New Age of Opportunity'. A copy of the transcript can be accessed on the [Department of Health website](#).

Further information

For enquiries relating to your CHSP grant agreement, please contact your GAM directly or via your GAM team mailbox:

- Western Metro and Barwon South West CHSP.VIC.Team1@health.gov.au
- Northern Metro and Loddon-Mallee CHSP.VIC.Team2@health.gov.au
- Southern Metro and Gippsland CHSP.VIC.Team3@health.gov.au
- Eastern Metro and Hume CHSP.VIC.Team4@health.gov.au
- Grampians CHSP.VIC.Team5@health.gov.au

*Regards,
Victorian Planning & Programmes Branch,
Department of Health*