

Health Workforce New Zealand Māori Support Policy

There are a number of criteria Health Workforce New Zealand (HWNZ) uses in making funding decisions regarding Māori Support for trainees enrolled on HWNZ funded training programmes.

1. Māori Support funding applies to actual and reasonable costs associated with Mentoring, Cultural Supervision and Cultural Development activities.
2. Eligible trainees must have whakapapa and cultural links to whānau, hapu and iwi.
3. Support funding is up to a **maximum** of \$2,000 (excluding GST) per trainee, but may be less depending on factors such as available budget. Of this a maximum of \$200 (excluding GST) may be spent on resources for Cultural Development in conjunction with Cultural Mentoring/Supervision only. Funding is applied on a pro-rata basis for part-time study.
4. The Provider must negotiate and agree a Support Plan with the Mentor, Cultural Supervisor and Māori trainee. The Support Plan must include mentoring and cultural supervision and may include cultural development.
5. The Provider must appoint an appropriately qualified and experienced person who facilitates learning, supervises and assesses trainees continually so that the trainee achieves their outcomes at the end of the programme. Mentors motivate and encourage trainees to continue their education. Mentoring may take place on a one to one basis or as part of a group.
6. The Provider must appoint an appropriately qualified and experienced person who facilitates a process that explores and reconciles clinical and cultural issues with trainees and provides appropriate management strategies, skills and confidence for trainees to retain their cultural identity and integrity as Māori. Cultural supervision may take place on a one to one basis or as part of a group.
7. In conjunction with mentoring and cultural supervision, cultural development may be part of the Support Plan and includes:
 - a. Cultural resources
 - b. Membership to Māori Health professional organisations
 - c. Cultural activities including Kuia/Kaumatua, and peer support
8. Mentor and cultural supervisor may be the same person as long as all components of 5 and 6 are covered.
9. The following activities are excluded from funding as part of Māori Support:
 - a. academic, clinical, cultural supervision, or mentoring, already provided as part of the training programme or as part of the trainee's employment;
 - b. mentoring, cultural supervision and cultural development funded through other sources such as scholarships;
 - c. travel, accommodation and meals; and
 - d. overseas conferences and conferences not specifically relating to Māori health (at the discretion of the Provider).

10. Funding is limited and should eligible applications exceed available monies the grant funding will be apportioned equally among eligible applicants on the basis of the number of eligible applications.
11. If the trainee does not attend the training programme as indicated in the application it is expected that the unused portion of the support funding will be refunded to HWNZ (or not invoiced).
12. Further information can be found in the HWNZ Māori Support Funding Guidelines for the Provider.

The Māori Support Policy will be reviewed by HWNZ on a regular basis.

Māori Support Funding Guidelines for the Provider

1. Purpose of the grant

To enhance the likelihood of Māori trainees successfully completing HWNZ funded training programmes.

2. Criteria

Māori Support funding is open to any person who:

- is an eligible trainee enrolled in a HWNZ funded regulated training programme whose name appears in the HWNZ Report One Database; and
- has whakapapa and cultural links to whanau, hapu and iwi

For further information, please refer to the HWNZ Māori Support Policy.

3. Application process

The Provider should inform trainees, early in the training year, of the opportunity to apply for Māori Support funding, and work with interested trainees to negotiate an individual support plan.

A description of the required contents of each Support Plan is included in Section 5 of this document.

Once the Support Plan has been agreed on by the Provider and individual trainees, the attached application template (Māori Support Template) should be completed and submitted to HWNZ.

HWNZ do not require copies of the Support Plans.

On receiving a correctly completed Māori Support Template from the Provider, a Letter of Agreement may be created for the funding.

4. Grant administration

Applications for Māori Support may be made at any time during the current contract term; however funding will not be applied retrospectively prior to the date of application.

5. Support plans

Support plans must be signed by the trainee, mentor, cultural supervisor and the Provider, and kept on file for audit purposes.

Support Plans must include the following components:

Mentoring:

- a brief description of the qualifications and experience of the Mentor
- when and how often the mentorship sessions take place
- an outline of the sessions
- a breakdown of the costs associated with providing the mentoring component of the Services

Cultural Supervision:

- a brief description of the qualifications and experience of the Cultural Supervisor
- when and how often the cultural supervision sessions take place
- an outline of the sessions
- a breakdown of the costs associated with providing the cultural supervision component of the Services

Support Plans may also include Cultural Development; however this must occur in conjunction with cultural supervision and mentoring. Where Cultural Development is provided, the Support Plan must include:

- a description of cultural activities
- a list of cultural resources
- identification of the membership of a Māori Health Organisation
- a breakdown of the costs associated with providing the cultural development component of the Services (Note: the maximum budget for cultural development is \$200 excluding GST)

Definitions of mentoring, cultural supervision and cultural development are found in the HWNZ Māori Support Policy.

The maximum total budget available is \$2,000 per trainee, including programme development. Funding is on a pro-rata basis for part time study.

6. Evaluation and review

In order for HWNZ to continue with Māori Support funding, HWNZ may periodically undertake an evaluation to assess the effectiveness of this programme. Please note that the Provider may be asked to participate in this evaluation.

Māori Support Template: EXAMPLE

Below is an example of a correctly completed template:

Name of Provider: XYZ DISTRICT HEALTH BOARD

Name of HWNZ Contract Manager: Jane Doe, Business Manager

Contract Number: TBA

Trainee Name	Ethnicity	Employment FTE	Programme training unit	HWNZ-funded programme name	Cost of support plan
John Smith	Nga Puhi	1	1	Medical – PGY 1	\$2,000
Joanna Smith	Ngati Porou	1	1	Medical – PGY 2	\$2,000
Total Value of Applications					\$4,000

Māori Support Template

Name of Provider: _____

Name of HWNZ Contract Manager: _____

Contract Number: _____

Trainee Name	Ethnicity	Employment FTE	Programme training unit	HWNZ-funded programme name	Cost of support plan
Total Value of Applications					