



PROGRAM RULES

Rural Intern Training Allowance

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Australian Government
Department of Health

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RURAL INTERN TRAINING ALLOWANCE

1 INTRODUCTION

This document outlines the Program Rules governing the Rural Intern Training Allowance (RITA) Program. This document must be read in conjunction with the *Pharmacy Programs Administrator General Terms and Conditions* (General Terms). Definitions in the General Terms apply to these Program Rules.

RITA is an initiative of the Rural Pharmacy Workforce Program (RPWP). The RPWP is designed to strengthen and support the rural pharmacy workforce, and in turn increase access to quality pharmacy services for Patients residing in rural and remote regions of Australia.

RITA is one of the Rural Support Programs funded under the Sixth Community Pharmacy Agreement to support targeted programs and services that improve access to Pharmaceutical Benefits Scheme medicines and services for people living in rural and remote regions of Australia.

2 BACKGROUND

RITA provides financial support to assist Intern Pharmacists from rural and remote areas to access compulsory Intern Training Program activities. The Allowance is awarded to Intern Pharmacists only.

The Allowance is intended to defray travel and accommodation costs associated with undertaking compulsory intern training workshops, training days and examinations.

Travel and accommodation costs for all other eligible Compulsory Professional Development events attended by Intern Pharmacists should be claimed through the [Continuing Professional Education Allowance](#).

3 ALLOWANCE VALUE

Eligible Intern Pharmacists are able to claim up to a maximum of \$1,500 per financial year.

Please note that RITA is designed to contribute towards the costs incurred, not necessarily cover all costs.

The Pharmacy Programs Administrator will reserve the right to deem what costs will be considered as "reasonable" in relation to the Allowance.

4 PARTICIPATION REQUIREMENTS

4.1 Eligibility of Applicants

Applicants must:

- Be an Australian citizen or permanent resident and provide certified documents to demonstrate this
- Be an Intern Pharmacist who is eligible to undertake intern training requirements, having already completed a pharmacy course approved by the Pharmacy Board of Australia
- Be residing and undertaking their intern year in a rural or remote area of Australia as defined by these Program Rules
- Provide evidence to substantiate their claims, including documents demonstrating attendance at an exam, workshop or training day that is a compulsory part of their Intern Training Program.

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Receipt of the Allowance does not disqualify the applicant from receiving other awards that support rural and remote pharmacy practice.

4.2 Eligible Expenses

Applicants may only apply for reimbursement of travel and accommodation costs for attending events that are compulsory parts of their Intern Training Program, such as:

- Compulsory training days
- Compulsory workshops
- Compulsory exams.

Funding will not be considered for:

- Any event that is not a compulsory part of the Intern Training Program
- Any fees associated with attendance at the training days, workshops or exams
- Any overseas workshops, training days or exams
- Meals
- Car hire
- Travel to and from the applicant's accommodation venue and training venue.

4.3 Eligible Rural Locations

For the purpose of the RITA, 'rural and remote' will be determined by the Pharmacy Accessibility Remoteness Index of Australia (PhARIA).

Applicants must be residing in and completing their intern training year in a PhARIA Category 2 to Category 6 location.

PhARIAs for a particular location can be found by visiting <https://www.adelaide.edu.au/hugo-centre/services/pharia>.

The Pharmacy Programs Administrator reserves the right to determine whether a location is deemed eligible based on the categories above.

5 APPLICATION PROCESS

5.1 Application Submission

The applicant must first register as an Intern Pharmacist through the Pharmacy Programs Administrator [Portal](#) in order to complete and submit an application.

The applicant must then submit an official electronic application form via the Pharmacy Programs Administrator Portal and attach all required documentation.

A separate application must be submitted for each compulsory event.

Applications will only be accepted on completion of the event. Applications must be received by the Pharmacy Programs Administrator within 60 days of the conclusion of the event. Late applications will not be accepted.

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5.2 Required Documentation

Applications must also be accompanied by supporting documentation that includes, but is not limited to:

- Receipts detailing eligible expenditure
- Proof of Australian citizenship or permanent residency
- Documentation demonstrating attendance at an exam, workshop or training day that is a compulsory part of the applicant's Intern Training Program.

Items for which no official tax invoice can be provided will not be funded.

Eligible applicants must provide a travel log book as evidence to support any car travel being claimed (refer to the Travel Log Book). When calculating car travel expenses using the applicant's own vehicle, the amount provided will be calculated at a rate of 68 cents per kilometre.

The minimum distance claimable for car travel is 200 km and the maximum distance claimable is 500 km. The car travel must be part of a round trip from your home to the compulsory Intern Training Program activity and home again.

5.3 Unsuccessful Applications

Unsuccessful applications may be resubmitted if a change of program Eligibility Criteria causes the application to become eligible within the relevant financial year. These applications must be resubmitted within 90 calendar days after the change in the program Eligibility Criteria.

6 IMPORTANT INFORMATION

Allowances are limited on the basis of available funds. Lodging an application does not guarantee receipt of the Allowance. Consequently, applicants satisfying the eligibility criteria will not necessarily receive payment of the Allowance.

The Pharmacy Programs Administrator may provide the Australian Government with information about the assessment and allocation of the Allowance and about any issues that may arise in relation to a particular application.

The Pharmacy Programs Administrator and/or the Australian Government may at any time request evidence from the Applicant in receipt of the Allowance to substantiate registration and expenditure. The Pharmacy Programs Administrator may also verify proof of attendance with course providers.

7 RESOURCES

RITA resources are available for download at <https://www.ppaonline.com.au>.



CONTACT THE SUPPORT CENTRE: 1800 951 285 | support@ppaonline.com.au

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APPENDIX A – TRAVEL LOG BOOK

Applicant Name	
Event Name	

Date	Start Suburb & Postcode	Finish Suburb & Postcode	Start Odometer	Finish Odometer	Distance Travelled	Comments

Note: This form is for general information only and does not constitute tax advice.