

FAQ: Strengthening Medicare - General Practice Grants Program

Application process (How to apply for a GP Grant and troubleshooting)

Grant application process	
When do Grants open?	Grant applications will open to eligible medical general practices and ACCHS in April 2023.
How do you apply for a Grant?	<p>General practices can apply for a GP Grant via WAPHA's supplier portal, ASPIRE.</p> <p>Before you can apply for a General Practice Grant you must complete the following steps:</p> <ol style="list-style-type: none">1. Update your practice details by completing the WAPHA survey that was emailed via GPGrants@wapha.org.au on Wednesday 19 April 2023.2. Register your practice as a supplier – by clicking on the invitation link that was / will be emailed to you <u>after completing step 1</u>.3. After completing the above steps, you are ready to complete your General Practice Grant Application via the WAPHA ASPIRE portal. Simply log into ASPIRE with the log ins provided during step 2 to complete your Grant application.
Can you only apply online?	<p>Yes, you need to register and submit your application via WAPHA's supplier portal, ASPIRE.</p> <p>Hard copy applications will not be accepted.</p>
Other PHNs have provided a downloadable form that can be filled in and emailed back. Is this an option?	No, the General Practice Grants application process for WA is an online one. All Grant applications must be submitted online via WAPHA's ASPIRE portal.
When do applications close?	The close date for Grant applications is 15 June 2023.
What if I can't get my application in by 15 June?	Practices must contact WAPHA by 1 June if they anticipate any issues with meeting the Grant period closing date.
Will my information be kept private?	<p>Yes. The information you provide will be used to maintain contact with you throughout the General Practice Grants Program. WAPHA uses an encrypted / secure process to capture and store all data captured through ASPIRE.</p> <p>To find out more about how we use, and store, information please read our Privacy Policy.</p>
How do I update my practice contact details?	<p>Please update your details by responding to the WAPHA survey you received via the GPGrants@wapha.org.au email address on Wednesday 19 April 2023.</p> <p>This will trigger further correspondence about General Practice Grants including 'step 2' an invitation to register your practice as a supplier.</p>

Why do I need to update my details? Aren't they already in your system?	<p>To ensure you do not miss any important correspondence about the Strengthening Medicare – General Practice Grants Program, we need the most current information for your practice on file.</p> <p>Please confirm/update your details and nominate an authorised representative to receive all correspondence relating to this Program.</p>
How do I register my practice as a supplier?	<p>Via WAPHA's supplier portal, ASPIRE.</p> <p>If you updated your details by responding to the WAPHA survey (step 1), you would have received a second email inviting you to register your practice as a supplier in the WAPHA ASPIRE portal.</p> <p>Simply click on the invitation to 'register as a supplier' link to complete the process.</p> <p>Please refer to the ASPIRE Register as a Supplier manual which outlines the registration process in an easy-to-follow, guide.</p> <p>If you did not update your details / complete step 1, please do so by completing the survey sent to you via the GPGrants@wapha.org.au email address on Wednesday 19 April.</p> <p>If you did not receive that email, please contact GPGrants@wapha.org.au.</p>
How will I know the status of my supplier registration?	<p>Once you submit your registration, you will receive an email from evjf.fa.sender@workflow.mail.ap1.cloud.oracle.com advising it has been approved along with portal access details.</p> <p>If you did not receive this email, please check your spam folder.</p>
Can I save my partially completed registration / application and finalise it later?	<p>Your registration can be saved at any time. Click the 'save for later' button and you will be emailed a link to your partially completed registration.</p> <p>Please note, you will have to re-enter your ABN.</p>
Is there a manual to assist with completing the application form?	<p>Yes, all please refer to the Practice Assist website for a range of support tools and manuals.</p>

Help & support

If you have a query about the General Practice Grants Program the table below will assist you in determining the best contact.

Your query is	Example...	Contact
A technical issue	<ul style="list-style-type: none"> • Difficulty registering as a supplier • Log in issues • Problems lodging an application • Need to update details previously lodged i.e., bank details 	<p>Please contact General Practice Grants team at gpgrants@wapha.org.au</p>

A general question about the GP Grants Program	<ul style="list-style-type: none"> • Questions about the application process, dates, investment streams or examples • General query about the Program 	Please contact Practice Assist on 1800 2 ASSIST (1800 2 277 478)
A specific question regarding the GP Grants Program	<ul style="list-style-type: none"> • Grant payments, invoicing / finance queries • Eligibility criteria 	Please contact General Practice Grants team at gpggrants@wapha.org.au

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