



NATSIFACP Support Project

Workshop – Transition to the New Aged Care Quality Standards

As you will be aware, new national Aged Care Quality Standards (Quality Standards) have been developed and apply to all providers of aged care funded by the Commonwealth Government from 1 July 2019. This includes providers of services funded through the National Aboriginal & Torres Strait Islander Flexible Aged Care Program (NATSIFACP).

The Commonwealth Government (Department of Health) has engaged our business, Keogh Bay People (Keogh Bay), to support your organisation in successfully completing the transition to the new Quality Standards. Further details of the NATSIFACP Support project can be found at www.NATSIFACPsupportproject.com.au.

Keogh Bay will be conducting a series of workshops across Australia in October 2019 aimed at supporting NATSIFACP service providers to meet the new Aged Care Quality Standards (the Standards) outlined in the Single Quality Framework.

Your organisation is entitled to send up to three employees to attend the workshop located closest to your main place of business or the most convenient location given transport links.

Date: Wed 2nd October 2019 – Thu 3rd October 2019

Time: 8:00 – 17:00 Day 1, 8:00 – 15:00 Day 2

Venue: The Lakes Hotel

Address: 141 Brebner Drive, West Lakes SA 5021

** Please confirm the names and roles of staff attending by emailing us at NATSIFACPsupport@keoghbay.com.au by *Tuesday 24 September 2019*.

Up to three workshop attendees will be reimbursed for reasonable travel expenses listed below in accordance to ATO TD 2019/11. All claims are required to be substantiated by formal tax invoices/receipts.

A) Accommodation:

Option 1: The Lakes Hotel

Participants will need to call The Lakes Hotel on 08 8356 4444 or email Reception@lakesresorthotel.com.au and quote “Keogh Bay NATSIFACP Workshop” in order to access the Workshop related room price of \$175 per room per night.

Option 2: Any accommodation of your choice up to A\$157 per night.

B) Meals Expenses:

Breakfast \$28.15

Lunch	\$31.65
Dinner	\$53.90

NB: Expenditure related to alcohol will not be reimbursed.

C) Travel Expenses:

- Economy class airfare (most direct route)
- Car rental
- Fuel cost
- Mileage at 68c/ km if private vehicle is used
- Taxi fares directly related to attendance at the Workshop.

All claims should be made via a formal invoice. Invoicing details as follows:

To: Keogh Bay People Pty Ltd

Attn: Office Manager

Project: NATSIFACP Adelaide Workshop

Name of organisation

Name of Attendees

Itemised claim details

The invoice and supporting receipts are to be emailed to: NATSIFACPsupport@keoghbay.com.au

Should you require further information, please contact us on 1300 318 482 or christine.tiong@keoghbay.com.au