



AREA OF NEED ASSESSMENT CRITERIA

AS AT 12 APRIL 2010

Please note that ALL CRITERIA must be met in order to obtain Area of Need status

CRITERION 1 – LABOUR MARKET TESTING

All applications need to provide documented evidence of labour market testing that demonstrate genuine attempts have been made to recruit to the position locally within the last 6 months. The level of advertising required to satisfy this criterion is dependent on the location of the facility seeking the Area of Need position and has been based on the Australian Standard Geographic Classification - Remoteness Area (RA) classification. To verify your area's RA classification please visit the Australian Government Department of Health and Ageing (DoHA) website at <http://www.doctorconnect.gov.au/internet/otd/Publishing.nsf/Content/locator>.

RA 1 – 2 locations	RA 3 – 5 locations
<ul style="list-style-type: none"> - A minimum of one advertisement per week for 6 weeks in a relevant national or state-wide newspaper or 6 continuous weeks advertising on a national careers website e.g. Seek; Career One or My Career; <p>AND</p> <ul style="list-style-type: none"> - 6 weeks continuous advertising on a relevant health related website e.g. <ul style="list-style-type: none"> a) Division of General Practice b) Relevant Specialist College or Society c) NSW Rural Doctor's Network d) NSW HealthJobs website (for public health positions) 	<ul style="list-style-type: none"> - A minimum of one advertisement per week for 2 weeks in a relevant national or state-wide newspaper or 2 continuous weeks advertising on a national careers website e.g. Seek; Career One or My Career; <p>AND</p> <ul style="list-style-type: none"> - 2 weeks continuous advertising on a relevant health related website e.g. <ul style="list-style-type: none"> a) Division of General Practice b) Relevant Specialist College or Society c) NSW Rural Doctor's Network d) NSW HealthJobs website (for public health positions)

Documented evidence for the purposes of labour market testing means a copy of the published advertisement and the date and name of the newspaper/website in which they were placed. Invoices and/or copies of booking forms on their own will not be accepted.

All advertisements should show the position title, name of the facility and town, required qualifications, skills, duties, salary and other benefits of the position to try and attract a maximum response from medical practitioners with specialist registration. Advertisements calling for or referring to "Area of Need doctors or International Medical Graduates (IMG)", or that limit the available pool of applicants in any way, are not considered adequate forms of labour market testing and will not satisfy this criterion.

In addition to supplying proof of advertising, the application will also need to indicate the number of applicants (if any) who applied for the position and a brief explanation on why they were unsuccessful.

Locations eligible for Australian Government incentives must provide evidence that these avenues have been explored through advertising, prior to an application being submitted for Area of Need status.

CRITERION 2 – EVIDENCE OF NEED

All applicants will need to provide information indicating why Area of Need status for the vacant position is necessary. To satisfy this criterion, the applicant will need to provide evidence of **both** points 2.2.1 and 2.2.2 outlined below:

2.2.1 DISTRICT OF WORKFORCE SHORTAGE (DWS) status or a PRELIMINARY ASSESSMENT OF DISTRICT OF WORKFORCE SHORTAGE (PADWS) exemption

Evidence must be provided to show the position:

- provides services or is located in an area that has DWS status, as determined by DoHA; **or**
- has been issued a PADWS by DoHA stating that the Minister for Health and Ageing has indicated that they will likely accept an application for exemption from s19AB of the *Health Insurance Act 1973* for an IMG to access Medicare benefits arrangements at that location.

Any of the evidence outlined above must be dated within 28 days of the application being received by the NSW Department of Health.

2.2.2 Impact on Service Delivery

Information must be provided describing the impact on service delivery if the position is left unfilled. For example, information on how the vacancy will impact upon the delivery of medical services to the community or information on the factors the applicant believes are preventing the successful recruitment of an Australian citizen/permanent resident medical practitioner with specialist registration.

In addition, applicants need to demonstrate they have explored alternate ways of addressing the shortage of medical services in their facility prior to applying for Area of Need status (for example, incentive packages in private practices); the provision of services from another location; or outreach services).

CRITERION 3 – STAKEHOLDER CONSULTATION

All applicants must undertake consultation prior to applying for Area of Need approval with the following stakeholders:

- (General Practitioner and Specialist positions) Chief Executive or nominated delegate of the relevant Area Health Service in which the facility is located; **and**
- (General Practitioner and Specialist positions) the relevant Specialty College; **and**
- (General Practitioner positions only) the relevant Division of General Practice.

The terms of consultation are to include:

- advice on the merits of the application and
- advice indicating whether or not the stakeholder supports the application.

Original copies of the correspondence from stakeholders addressing the above must be attached to the application and be dated no later than 90 days prior to the date the application is received by the NSW Department of Health.

If the applicant is seeking approval for the provision of additional services/facilities on the Area of Need certificate where the applicant is NOT the employing body (for example, the provision of services to a local hospital or aged care facility), additional letters of support must be provided explicitly supporting the future incumbent to provide services in the facility.