

Rural Midwifery Recruitment and Retention Service

RMRRS Practice Establishment Grant Business Plan

Please complete this Business Plan template collectively as a practice. The purpose of completing the Business Plan is to demonstrate to the RMRRS that you are intending to provide midwifery services that are professionally and financially sustainable.

Name of Midwifery Practice:	
Names of Midwife members of the practice:	
Planned service commencement date:	
Geographic areas / localities which practice will be providing LMC services in	
Name of maternity facilities practice members hold Access Agreements with:	
State number of women each practice member intends to provide LMC care to annually, once practice is established:	
Midwife name:	Annual anticipated caseload:
Midwife name:	Annual anticipated caseload:
Describe activities undertaken to determine the availability of a potential caseload:	
Describe activities undertaken or planned to establish or develop a caseload: (e.g identifying referral sources, developing networks and relationships with local health providers and consumer groups, service promotion activities)	
Describe activities undertaken or planned to develop networks and relationships with local maternity facility providers and other health service providers:	

Describe settings in which practice members will be providing midwifery care: Antenatal care: Labour and birth care: Post natal care:
Describe how you will work collegially with each other to ensure each member of the practice is well supported professionally (e.g how you will ensure that each practice member will be able to meet the Recertification programme requirements, receive adequate support during busy or stressful periods, case reviews or debrief, support with interface relationships)
Describe how you will work collegially with other LMC practices working in the area to ensure that each practice (yours and others) can maintain viable caseloads and support each other practically and professionally.
Describe back up, off call time and planned leave arrangements between practice members:
Describe activities which will be undertaken to develop communications systems between practice members (e.g regular practice meetings, systems to manage practice finances or shared expenditure, handover practices, method of ensuring even / suitable caseload spread amongst practice members)

<p>Describe how you will monitor or evaluate your activities as a practice (e.g review practice statistical outcomes periodically, participation in MSR, seek feedback from core midwifery colleagues, managing complaints)</p>	
Midwife signature Date	RMRRS Co-ordinator signature Date
Midwife signature Date	Midwife signature Date

Please set out a proposed annual budget per midwife in the practice using the template below.

Annual Expenses		Annual Income	
Item	Cost	Item	Income
Car / vehicle costs (including petrol / maintenance / insurance)		Section 88 payments based on annual average caseload	
Equipment and consumable costs			
Professional fees (APC fee, NZCOM membership)			
ACC levies and insurances (e.g income protection insurance)			
Administration costs (Maternity Notes, printing, postage, stationary, office costs)			
Communications costs (telecommunications, internet, computer)			
Other (Any other expenses related to providing LMC midwifery services)			
Annual Total		Annual Total	