

member benefits



Professional recognition

AAPM strives to support excellence in healthcare management in changing times. Membership of the Association is widely recognized and acknowledged. The Association is actively sought after for information and expertise from its membership and to provide advice and assistance to other organizations and bodies.

- AAPM is represented on these committees and organizations:
- Federal Privacy Commissioners Code for Health Care Practice Task Force
- Cancer Institute of NSW – General Practice Advisory Committee
- Medicare Australia health professional portal external subcommittee
- Medicare Australia provider registration process subcommittee
- Medicare Stakeholders Consultative Group
- Australia General Practice Network – E-learning
- ECLIPSE Reference Group
- RACGP Standards Committee
- RACGP MyGP committee
- DVA Practice Management Advisory Committee
- Standards Australia
- International and national conferences

Continuing education

AAPM is active in providing high quality education seminars and events that address the needs of the modern health care practice. Content is focused on issues relevant to the needs of the practice manager and staff at privileged member rates.

Career development and quality learning experiences are high on the Association's agenda.

AAPM has provided a pathway into the tertiary education sector with the



Professional Development Program. The program was developed by the Association and University of New England Partnerships to provide the industry with formal certificate and diploma qualifications.

Fellowship Program through certification

This is the "gold level" of achievement in the Association. It becomes the aim of all members to reach Fellow status, which:

- Promotes excellence and professionalism in practice administration
- Recognizes individuals who have met required levels of knowledge, skill and abilities
- Assists employers in identifying individuals who meet nationally recognized standards
- Provides formal recognition of individuals who meet these standards
- Recognizes those who must maintain industry standards
- Establishes AAPM as a credentialing body under the umbrella of UNE Partnerships.

Educational events

The Association holds a national conference every two years. To

complement this, each state has an education program which includes:

- Local conferences
- Staff Development Days
- Continuing education workshops
- Learning and development workshops.

Scholarships

The Colleen Sullivan Scholarship provides for an enrolment in the UNE Partnerships Professional Development Program. Some course fees are paid for the successful applicant. See details of this and other scholarships on the AAPM website under Education.

UNE Partnerships offers an annual scholarship to AAPM members for the Certificate IV in Practice Management and Diploma of Practice Management (modules 1-6) qualifications.

Both scholarships are course fees only.

Access to websites

The Association's website, www.aapm.org.au, provides information on the events and people of AAPM, at both state and national levels. It also contains a wealth of resources designed to help practice managers and their staff.

In collaboration with AAPM, APNA, and the Department of Health and Ageing, the RACGP has developed "MyGP for the Practice Team" specifically for practice managers, practice nurses, and other members of the practice team. "MyGP for the Practice Team" brings together resources to help save time and generally make life easier. By using one simple application you can access government resources, forms, information about practice procedures, quality clinical resources and more. See www.mygeneralpractice.org.au.

Publications and management resources

Specialist information and tools have been developed by AAPM, for example, policy and procedure template manual, to assist in quality management delivery.

AAPM offers a discount off subscription to TKO, a system of online tools which can help streamline your practice procedures. Our AAPM Guide (practice management guide) is available on this system to help you customize information on your practice for all staff.

The Practice Manager is the Association's national journal published quarterly. In addition, each state circulates its own newsletter, providing a rich source of

practical information. These publications are provided free to members.

Professional networking

A high priority of AAPM is developing strong networks within the profession and augmenting this process on a local, state and national basis via formal and informal gatherings.

Local area groups

A great strength of the Association is the involvement and interaction of members at the local and regional level. This allows the flow of information to be focused and relevant to issues affecting the industry in the micro environment.

Member activities

AAPM provides exceptional opportunities for members to convene at state and national conferences to consult the developments driving the industry and to keep members at the forefront of skills and knowledge.

Discounts and other financial benefits

- Qantas Club discount membership, representing a saving of over \$200. Contact the Secretariat for the latest information.
- Free copy of *Pulse IT* delivered with your copy of the *Practice Manager*
- AAPM membership is tax deductible
- Discounted registration at all AAPM events
- Discounted subscription to TKO (see above)
- 10% discount from IMG Mediprotect for practice managers' professional indemnity
- Discounted enrolment in UNE Partnerships Diploma of Practice Management
- Access to results of national salary survey and opportunity to use this information in salary negotiation
- Access to national benchmarking (under development).
- Clock On discount of 7.5% (ex GST) on a new Clock On purchase. Discount excludes C-Pass hardware, annual support fee, and initial data configuration services.
- Save 60% on website design & hosting packages with the exclusive "Keep It Simple Sites: AAPM Special" (normally \$4,799 ... AAPM members only price: \$1,899 inc GST). Other packages also available. Visit <http://www.kissites.com.au/AAPM> for details.