

# Nursing & Midwifery Graduates Sign-on Bonus FAQs

May 2023

## What is the Sign-on Bonus?

- The Sign-on Bonus is a payment that new graduate nurses and midwives may be eligible to receive when they commence their careers employed in a transition-to-practice program (graduate program) in a Victorian public health service. The bonus payment will help ensure those who are already deep in their studies are encouraged to take up careers in Victoria's public health system.

## How much is the Sign-on Bonus?

The Sign-on Bonus is valued at \$5,000 dollars. It will be paid in two instalments of \$2,500 each.

- The first \$2,500 payment will be made after nurses and midwives commence their graduate program.
- The second payment of \$2,500 will be made following completion of two years' work in a Victorian public health service including the graduate year.

## Who is eligible to receive the \$5,000 Sign-on Bonus?

The Sign-on Bonus is only available to nurses and midwives who graduate between 2022 to 2024 and have met the following criteria.

For the first payment you must:

- be currently registered as a nurse or midwife with the Nursing and Midwifery Board of Australia
- have graduated from an eligible Australian undergraduate nursing or midwifery course in 2022, 2023 or 2024
- commenced in a nursing or midwifery graduate program in the same calendar year of course completion or the calendar year immediately following course completion and have commenced employment no later than 2025 mid-year intakes.

For the second payment you must:

- have been eligible to receive the first payment
- have completed a minimum of two full years of continuous employment within a Victorian public health service/s from the commencement date of the graduate program at a minimum of 0.8 FTE or pro rata equivalent.

## Who is not eligible for the Sign-on Bonus?

- Those who completed their nursing/midwifery course overseas
- Temporary residents
- New Zealand permanent or temporary residents
- Those who graduated in a year other than 2022, 2023 or 2024
- Those who have previously received a Sign-on Bonus as part of this Nursing and Midwifery Graduates Sign-on Bonus initiative.

## How do I get my Sign-on Bonus?

You will receive an email from 'Nursing sign-on bonus program (DJPR)' which has an @ecodev.vic.gov.au domain. This is an email address of the Department of Jobs, Skills, Industry and Regions (DJSIR), a program

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administrator for the Sign-on Bonus, supporting the Department of Government Services (DGS). The email will invite you to login to a Sign-on Bonus Portal. In the portal, you will be asked to confirm your details and sign a grant agreement to claim your payment.

### **I did not receive a link to receive my Sign-on Bonus. What do I do now?**

Contact your employer to confirm your eligibility. Your employer is responsible for submitting a list of eligible graduates to DGS to provide access to the Sign-On Bonus Portal.

### **When and how will I receive the Sign-on Bonus?**

- You will receive an invitation via your work email to follow a link to the Sign-on Bonus Portal.
- There will be a four-week window to sign a grant agreement and submit your claim once claims open.
- You will receive the first instalment of the Bonus after you commence your graduate program. There are two rounds of payments each year – April and September. In 2023, the timing is in June/July (not April) and September. The September round will capture mid-year intake graduates and any graduates who missed the first round.
- Once you have submitted your claim, it will be processed within 8 business days. Depending on your bank, your grant payment may take up to ten business days to reach your nominated account.
- For the second instalment, after a minimum two years of consecutive employment at a Victorian public health service, you will be sent a link to a claim form for completion to receive the second payment.

### **Do I need to claim the Sign-on Bonus?**

- Yes, you will receive an invitation via your work email address to log into the Sign-on Bonus Portal. You will have four weeks to sign a grant agreement and submit your claim.

### **Why did I not receive the Sign-on Bonus payment in my first pay?**

- The Sign-on Bonus is paid separately from your salary. You will be paid via a claims process in April and September each year. However, in 2023, payments will take place in June and September.

### **Are nurses commencing their career in a mental health nursing graduate program eligible for the Sign-on Bonus?**

- Yes, if you meet the other eligibility criteria then you are eligible for the Sign-on Bonus.

### **Are postgraduate midwifery graduates eligible for the Sign-on Bonus?**

- Yes. If you participate in a graduate program and meet other eligibility criteria then you are eligible.

### **Can I have a 'gap-year' after I complete my nursing and/or midwifery course?**

- You must commence your graduate program in the same calendar year or the calendar year immediately following your course completion to be eligible for the Sign-on Bonus.

### **What happens to the second payment if I move out of Victoria's public health system after my graduate year?**

- To be eligible for the second \$2,500 payment you must work within a Victoria's public health system, otherwise you will not be eligible for the second payment. You can change employers across the two-year period; however, all employers must be within Victoria's public health system.

### **I have changed public health services from where I commenced my graduate program, what do I need to do to receive the second payment?**

- You will need to provide your new Victorian public health service with evidence of your eligibility. This may include a statement of employment from your previous Victorian public health service. Further information about this process will be provided in due course.

**If I decide to leave the nursing/midwifery industry employed in a Victorian public health service after receiving the first payment do I need to repay it?**

- If you have received the first payment you will not be expected to return the money, provided you have complied with all conditions of the grant agreement. However, you will not be eligible to receive the second payment.

**I left my graduate program to work at a non-eligible health service during my graduate program. Do I need to repay the first bonus payment?**

- No, you do not need to repay the first payment, but you will no longer be eligible for the second payment.

**I could not complete my graduate year program but I have remained working as a nurse/midwife in Victoria's public health system, am I eligible for the second payment?**

- Yes, if you meet the eligibility criteria.

**Are the payments taxed?**

- Tax is not deducted from the payments. The department strongly recommends that recipients seek independent tax advice for your Sign-on Bonus payment/s.