



# Guidelines

## Innovation Capability Program (ICP)

### 1. Background

ARIIA is an initiative of the Australian Government to transform the future of aged care delivery in Australia. The Innovation Capability Program (ICP) is a key part of this change. The ICP will support the development of a cohort of aged care staff with the confidence and knowledge to introduce evidence-based practices and projects into their organisation.

Any member of the aged care workforce can apply to participate in the ICP with the support of their organisation. The ICP will provide participants ('Innovators') with tools and skills to use the best available knowledge and evidence to identify and solve problems and challenges, or implement opportunities, in their workplace. The outcome of the ICP is a project plan with a well-defined problem that can be implemented in your workplace. Participants will also develop a pitch for their project and gain transferrable skills that can be applied beyond the program.

### 2. Innovation Capability Program Context

The ICP is a series of self-directed education modules and facilitated peer workshops resulting in a learning experience for the aged care workforce across Australia. At the conclusion of the ICP, participants will have developed skills in knowledge translation, innovation, and implementation into practice and will have identified and developed a project to benefit their workplace.

### 3. Program Delivery

The ICP will be delivered online and can be accessed from any location in Australia with internet access. Hard copies of the program content will be made available ONLY where internet connectivity is unreliable or unavailable.

Participants may be required to install a third-party app onto their device for the purpose of securely accessing the program content.

### 4. Program Duration

The ICP includes regularly scheduled compulsory online workshops and project discussions.

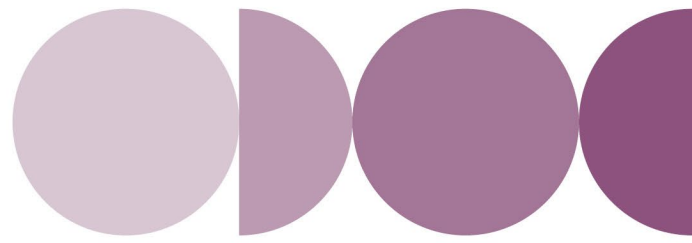
The Innovation Capability Program requires a total commitment of approximately 70 hours, delivered over a period of 6 weeks, through online self-directed learning modules and compulsory peer workshops.

It is anticipated that applicants will be advised of the outcome of their application within 2 weeks of the close of applications.

### 5. Eligibility criteria

To be eligible the applicant must comply with the following:

- Be employed to provide care or services by an organisation approved by the Aged Care Quality and Safety Commission to deliver Australian Government subsidised home, residential, or flexible care services. Alternatively, the applicant might be employed by an organisation which ARIIA's Research Director, at their discretion, deems to add value to the aged care sector.
- Have identified a problem or challenge that could be solved, or opportunity that when applied could improve practice.
- Be the Innovator and undertake the program.
- Nominate an appropriate 'Sponsor' either from within the applicant's employing organisation or an external mentor (for self-employed applicants) who can provide guidance, sense-checking, and support. The Sponsor should be able to influence changes in workplace practice, whether from within the organisation or in the broader sector context.



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Have a problem, challenge or opportunity that relates to the priorities of ARIIA being one or a combination of:

- Dementia Care
- Restorative care, reablement, & rehabilitation
- Social isolation
- Mental health & wellbeing
- Palliative care and end of life
- Meaningful lifestyle activities
- Staff burnout
- Technology in aged care
- Clinical governance
- Urgent & critical need\*

\*Applicants will be asked to provide a rationale as to why the problem, challenge, or opportunity is urgent and critical. (i.e. This may be in response to an organisation's specific issue such as non-compliant accreditation standard or may be a nationally significant issue related to workforce capacity and capability).

An organisation may nominate and support applications for the ICP from multiple potential Innovators.

Only applications complying with the outlined eligibility criteria and submitted via the correct application form with acknowledgment of the terms and conditions will be deemed eligible for consideration for participation in the ICP.

Please note that the Sponsor cannot provide acknowledgment on behalf of the Innovator.

### 6. Pricing

The Innovation Capability Program is offered at a subsidised rate of \$1,900 per person (+GST), thanks to support from the Australian Government Department of Health, Disability and Ageing through ARIIA.

Discounts are available for group enrollments:

- 10% discount for groups of 3–4 participants.
- 15% discount for groups of 5–12 participants.

Participants may request additional ad-hoc support beyond the core program delivery at a rate of \$175 per hour. Alternatively, a tailored consultancy package can be negotiated to meet specific organisational needs.

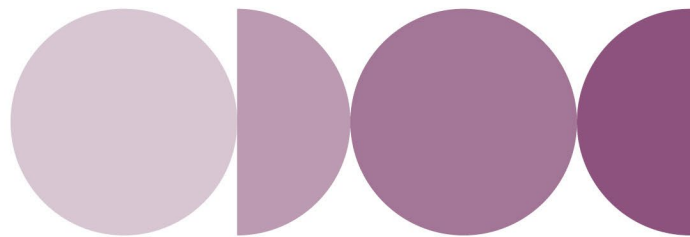
### 7. Innovation Capability Program Full Scholarships

ARIIA invites eligible applicants to apply for a 100% scholarship. To be eligible to apply, you must meet one of the following criteria:

- Applicant provides aged care services located in Rural and Remote zones (MMM classification 3 to 7)
- Applicant provides aged care services specifically to vulnerable populations
- Applicant provides aged care services specifically for Aboriginal and Torres Strait Islander care recipients (ACCO)
- Small and medium-sized organisations with fewer than 250 beds, packages, or clients.

These scholarships are intended for organisations that serve communities facing unique challenges in delivering aged care and are approved by the Aged Care Quality and Safety Commission to deliver Australian Government-subsidised home, residential, or flexible care services. In some cases, applicants employed by other organisations may also be eligible, at the discretion of ARIIA's Research Director.

If you or your organisation meets these criteria, we encourage you to apply for a 100% scholarship and take advantage of this opportunity to build your—or your staff's—capacity through the LIFT Leadership Program.



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### 8. Application Selection

Eligibility and suitability for the Innovation Capability Program will be assessed based on the information provided in the application form. The ARIIA Research Director will review and select applications for participation in the program.

### 9. Application Submission Process

Applications for the ICP must be made in reference to the terms and conditions outlined in these guidelines and confirmed by the applicant's acknowledgment on the application form, indicating their understanding and agreement to the conditions.

All applications must be submitted using the designated application form available on the ARIIA website.

The outcome of the ICP is a project with a well-defined problem that can be implemented in your workplace. Although unpacking the problem, challenge or opportunity is part of the ICP, it is helpful if this has also been considered thoroughly in the application process.

In preparing your application, it is suggested you refer to the Innovation Capability Program FAQs to assist you with framing your workplace problem or challenge to be solved, or opportunity to be implemented by using a tool called the '5 Whys'.

This does not need to be included in the application document but will help to define the problem more precisely.

### 10. Participation and Completion Requirements

#### 10.1. Participation

The participant will commit to active involvement in the ICP, including regular attendance at workshops, completion of learning tasks, and engaging with their designated Sponsor. The Sponsor, identified during the application process, will assist by providing feedback, sense-checking ideas, and supporting the participant throughout the program.

#### 10.2. Completion Requirements

Successful completion of the ICP requires participants to actively participate in at least six facilitated workshops or support meetings, present a practice pitch, and submit a project plan.

#### 10.3. Intellectual Property

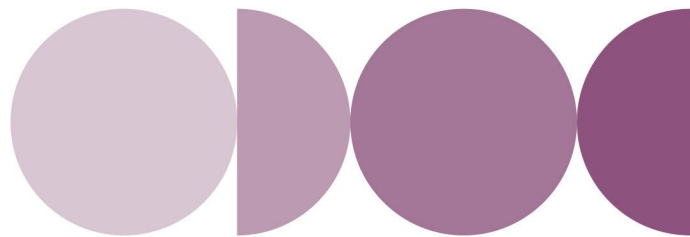
By participating in the Innovation Capability Program (ICP), applicants acknowledge that all materials, resources, and content provided by ARIIA and Flinders University remain the intellectual property of ARIIA and Flinders University. Use of these materials is permitted for personal reference and workplace application including sharing the materials internally for implementation purposes aligned with the ICP project or other organisational improvement projects. However, reproduction, public or third-party distribution, or use of these materials for commercial purposes is prohibited without ARIIA's and Flinders University's prior written consent. Disclosure of any proprietary information to third parties is not allowed without authorisation.

[ariia.org.au](http://ariia.org.au)

For more information email [programs@ariia.org.au](mailto:programs@ariia.org.au) or call 08 8201 7500

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ARIIA was established as an independent, not-for-profit organisation, set up to lead the advancement of the aged care workforce capability by promoting and facilitating innovation and research to improve the quality of aged care for all Australians.



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### 10.4 Privacy

Personal information provided as part of the application will be collected and used in accordance with the ARIIA Privacy Policy for the purposes of the application process and program participation.

### 10.5 Workshop Transcription

Workshop discussions may be transcribed to support program administration, reporting, and participant learning in line with the ARIIA Privacy Policy. Workshops will not be video recorded to facilitate open discussion.