

ACOP Transition Support Grants: Activity Outcome Form

Stream A: ACOP Readiness (\$750)

Staff training

Upskill staff to ensure a confident, capable workforce that can effectively collaborate with an onsite pharmacist under the ACOP model.

(Please select one or more activities that you have completed, or add your own related activity in 'other' section)

Education on medication reconciliation, safe administration, polypharmacy, high risk medications, and deprescribing.

Guidance for RN/EN staff on collaborating effectively with the onsite pharmacist during clinical workflows.

Upskilling in medication incident reporting, error prevention strategies, and ACOP clinical governance requirements.

Other:

Workflow Redesign

Redesigning internal processes so onsite pharmacists can be fully integrated into clinical care and reporting systems.

(Please select one or more activities that you have completed, or add your own related activity in 'other' section)

Map and redesign existing medication workflows to embed the onsite pharmacist at key clinical points (e.g., admissions, care plan reviews, discharge follow up).

Implement structured pharmacist led medication reviews during high risk transitions such as admission or posthospital discharge.

Update communication processes, such as handover templates and recommendation workflows, to incorporate pharmacist input and ensure consistent clinical follow through.

Other:

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Stream B: Digital Integration (\$750)

Digital Integration

Ensuring pharmacists can access, use, and contribute to digital clinical records, medication charts, and communication systems.

(Please select one or more activities that you have completed, or add your own related activity in 'other' section)

Set up pharmacist access in clinical information systems (e.g., AutumnCare, Leecare, Health Metrics eCase, Clinical Manager) and electronic national residential medication chart (eNRMC) software (e.g., BestMeds).

Ensure the onsite pharmacist and clinical team have appropriate access to My Health Record to support informed medication reviews.

Establish secure communication channels (e.g., Argus, HealthLink) to streamline information sharing with GPs and community pharmacies.

Other:

Digital Systems Upgrade

Funding upgrades needed to meet clinical, data, and reporting requirements under the ACOP program.

(Please select one or more activities that you have completed, or add your own related activity in 'other' section)

Upgrade and configure digital medication management systems to support electronic charts with pharmacist access

Provide secure, ACOP ready hardware (e.g., laptops, tablets) and ensure strong WiFi coverage in clinical areas to enable real-time pharmacist documentation.

Align digital medication workflows with existing incident reporting processes.

Implement technologies that enhance medication safety workflows, such as barcoding or scanning tools for accurate administration.

Other:

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Stream C: Workforce & Governance (\$750)

Medication Safety Audits

Strengthening quality improvement activities to reduce medication risk and prepare for ACOP pharmacist involvement.

(Please select one or more activities that you have completed, or add your own related activity in 'other' section)

Conduct targeted audits of high risk medications and medication administration incidents to identify safety gaps.

Review medication chart quality and prescribing compliance to support best practice medication management.

Complete polypharmacy and resident risk audits to inform pharmacist priorities at commencement and ongoing ACOP activities.

Contribute to medication safety audits by supplying medication data, reporting medication incidents, and supporting MAC related audit processes.

Check and maintain medication chart accuracy (e.g., allergies, documentation, missed/PRN doses) in line with RACH medication safety systems.

Support reconciliation and review processes by providing clinical observations, documenting adverse reactions, and implementing medication management improvements.

Other:

HR/Contracting Support

Activities that help the organisation hire, host, or contract an onsite pharmacist under the ACOP model.

(Please select one or more activities that you have completed, or add your own related activity in 'other' section)

Develop role clarity documents, position descriptions, and formal agreements to support employment or engagement of onsite pharmacists under ACOP.

Provide support for transitioning from outsourced medication review models to ACOP Tier 1 or Tier 2 pharmacist arrangements.

Assist with recruitment, check credentialling, and structured orientation processes to ensure safe and effective pharmacist onboarding.

Other:

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<p>Equipment for the pharmacist</p> <p>Providing appropriate tools and workspace so the onsite pharmacist can work effectively and privately.</p>	<p><i>(Please select one or more activities that you have completed, or add your own related activity in 'other' section)</i></p> <p>Establish a dedicated pharmacist workspace with full access to required clinical systems.</p> <p>Provide appropriate equipment (e.g., laptop, monitors, clinical references) to support safe and efficient pharmacist practice.</p> <p>Equip meeting spaces to facilitate multidisciplinary case conferences involving pharmacists, GPs, and care teams.</p> <p>Other:</p>
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Stream D: ACOP Transition Support (\$1,000)

<p>Transition Support</p> <p>Supports HR, legal, and recruitment activities for direct employment of ACOP pharmacists.</p>	<p><i>(Please select one or more activities that you have completed, or add your own related activity in 'other' section)</i></p> <p>Advertising for recruitment</p> <p>Develop HR and legal frameworks including position descriptions, employment contracts, and compliance with industrial awards and regulatory requirements.</p> <p>Provide recruitment and credentialling support through advertising, shortlisting, interviews, and mandatory checks (AHPRA, ACOP, immunisations).</p> <p>Coordinate onboarding and workforce integration, ensuring system access, structured orientation, and inclusion in governance and performance processes.</p> <p>Communication with residents, families and carers and GPs</p> <p>Other:</p>
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Additional: Recruitment-ready incentive package (\$3,000)

Incentive package

This activity is only applicable to RACHs who have not yet engaged an ACOP pharmacist

Please complete and submit **ONE** of the below documents to agedcare@cesphn.com.au to complete this activity.

If an ACOP pharmacist is **successfully engaged**:

[ACOP T1 Service Authorisation form](#)

[ACOP T2 Application form](#)

If an ACOP pharmacist is **not successfully engaged**:

Recruitment outcome summary

Additional: Sustainability Fee (\$3,000)

Sustainability Fee

A sustainability fee is available to support the ongoing delivery of quality improvement activities and to help reduce implementation challenges.

This activity is only applicable to RACHs who are already participating in ACOP Measure.

Please submit **ONE** of the below documents to agedcare@cesphn.com.au to complete this activity.

[ACOP T1 Service Authorisation form](#)

[ACOP T2 Application form](#)

Please share any further comments or reflections following completion of these activities below.

Acknowledgement of Completion

<i>Name:</i>	
<i>Position:</i>	
<i>Signature:</i>	
<i>Date:</i>	