

Skills SA

Changes to RTO Claims and Payments Process for 2023 – *post JobTrainer*

John Evangelista
Director, Traineeship & Apprenticeship Services



Government of South Australia
Department for Education

Statement of Acknowledgement

We acknowledge the traditional owners of the land on which we meet today and pay our respects to their Elders past and present and extend that respect to other Aboriginal and Torres Strait Islander people who are present today.

Webinar Outline

1. Introduction (John Evangelista)
2. 2023 Changes to concession settings and the Training Fee Framework (Kevin Halligan)
3. Contractual obligations and My Skills reporting (Peter Kennedy)
4. Changes to Training Account creation (Trang Nguyen)
5. Compliance and monitoring (Trang Nguyen)
6. Audience Q&A (All)

Introduction

Since 2020, JobTrainer has supported the delivery of low-fee training to school leavers, young people, job seekers and those looking to skill in social care and digital skills.

In South Australia, JobTrainer resulted in more than 26,000 eligible low-fee enrolments.

JobTrainer funding is available for new enrolments until 31 December 2022.

Today's Webinar will outline administrative changes relevant to contracted RTOs in 2023.



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2023 Changes to Concession settings and the Training Fee Framework

Kevin Halligan
Principal Analyst, Skills,
Planning and Purchasing



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Major Changes to Training Fee Framework – effective 1 January 2023

1. Concession Categories reverting to pre-JobTrainer settings
2. Concession calculation process
3. Minimum course fee
4. Completion Payment
5. Use of the Subsidy Calculator in this context

Concession Eligibility Categories (effective 1 Jan 2023)

A Participant enrolled in a course for which a course fee can be charged will be eligible for concession, if, at the time of creating a Training Account, the Participant:

Condition	Current (JobTrainer)	New (effective 1 Jan 2023)
<ul style="list-style-type: none">Is a prisoner; OR	Y	Y
<ul style="list-style-type: none">Holds a current Commonwealth Government concession card	Y	Y
Not enrolled in a secondary school, AND		
<ul style="list-style-type: none">Participant enrolls Social Care or Digital Skills Course (prev. Attachment 5); OR	Y	No longer applicable
<ul style="list-style-type: none">Participant is not employed; or	Y	No longer applicable
<ul style="list-style-type: none">Participant is aged 16 to 24 years old	Y	No longer applicable

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Concession calculation process

The concession reimbursement payable by the Minister is the Participant Course Fee for the course, minus \$0.50 per hour of training delivered to a maximum of \$1.35 per hour (previously \$0.25 per hour with no maximum).

The calculation of a concession reimbursement is based on the information provided during Training Account creation, where the hourly rate is calculated as an average of the total hours and cost.

	A	B	C = A/B	D	E = C-D	F = C - \$0.5 (max \$1.35)
Example	Subsidised Course Fee	Payment Hours	Subsidised Course Fee price per hour	Concession RTO provides to Participant	Amount Concession Participant pays	Concession reimbursement to RTO
1	\$ 310.00	620	\$ 0.50	\$ -	\$ 0.50	\$ -
2	\$ 496.00	620	\$ 0.80	\$ 0.30	\$ 0.50	\$ 0.30
3	\$ 1,147.00	620	\$ 1.85	\$ 1.35	\$ 0.50	\$ 1.35
4	\$ 1,550.00	620	\$ 2.50	\$ 1.35	\$ 1.15	\$ 1.35
5	\$ 4,590.00	620	\$ 7.40	\$ 2.00	\$ 5.40	\$ 1.35



Minimum course fee

Funding levels are premised on the principle of co-investment

- SA Government subsidy funding, plus
- Participant course fees

Minimum participant course fee has increased to \$0.50 per payment hour from \$0.25 per hour.

Subsidy Calculator

DfE Subsidy Calculator containing updated price elements to be available early January 2023

<https://providers.skills.sa.gov.au/subsidy-payments>

Completion Payment

Completion payments have reverted to pre-JobTrainer levels as per below table:

AQF Level	Completion Payment	
	Existing	Eff 1/1/2023
Certificate I	\$200	\$0
Certificate II	\$200	\$0
Certificate III	\$400	\$200
Certificate IV	\$400	\$200
Diploma	\$800	\$400
Advanced Diploma	\$800	\$400
Bridging and Enabling Courses (Skill Clusters)	\$0	\$0
Nationally Accredited Skill Set & Local Skill Set	\$50	\$0

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Contractual Obligations and My Skills Reporting

Peter Kennedy
Principal Contract Administration
Officer, Traineeship and
Apprenticeship Services



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Funded Activities Agreement (FAA)

The Funded Activities Annexure: STL Qualifications enables funding to RTOs for delivery of accredited training

Funded accredited training includes:

- Qualifications
- National Skill Sets
- Local Skill Sets
- Skill Clusters

To find out which Qualifications and Skill Sets are funded, refer to the [Subsidised Training List](#)



After JobTrainer

Your STL Qualifications annexure will remain in place post-JobTrainer – no need for variation.

Fee Free Vocational Training will be administered through a separate annexure.

The following documents are available online:

- Indicative copy of the Funded Activities Agreement
- Indicative copy of the Funded Activities Annexure – STL Qualifications
- Fact Sheet – Introduction to delivering STL Qualifications

(<https://providers.skills.sa.gov.au/apply>)



Participant Eligibility Criteria (refer Item 8 of STL Qualifications annexure)

- Live or work in South Australia; and
- Australian/NZ citizen or permanent resident or eligible visa; and
- Not enrolled in school, and aged 16 or over; or
- Enrolled in school as per VET for School Students Guidelines (available at providers.skills.sa.gov.au)

Entitlement

Until further notice, a participant's training history or prior qualifications *will not* impact on their ability to access subsidised training



My Skills reporting

From January 2023, continue to report courses:

- 1) Offered in SA; and
- 2) Subsidised in SA.

Include only the full fee and standard subsidised fee.

RTOs will no longer be required to include the concession fee or upcoming course start dates.

A simplified report template and reporting instructions will be issued soon.



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Training Account changes and administrative instructions

Trang Nguyen
Principal Program Officer,
Claims and Payments



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Key reminders on contractual obligations to facilitate payments for Accredited Training

- Payments are made as per the terms and conditions of your FAA – please read your FAA thoroughly to understand obligations.
- As per Item 10 – FAA STL Qualifications, RTOs must create a Training Account for each participant prior to commencing delivery of any subsidised training.



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Administrative changes from 1 Jan 2023 - Concession fields



The screenshot shows the Skills SA portal interface. At the top, the URL is <https://portal.statedevelopment.sa.gov.au/WorkReady/>. The header features the South Australia Government logo and the text "Government of South Australia". Below this, the main navigation bar includes "Skills & Employment", "Home", "Participant", and "Training Account", with "Training Account" circled in red. A dropdown menu for "Concession Details" is open, showing options: "Health Care Card", "None", "Pensioners Concession Card", "Veterans Affairs Concession Card", and "Commonwealth Governm...". The "None" option is highlighted. A red circle is drawn around the "Concession Details" label. To the right, a box with the text "Eligible for Other Concessions" is crossed out with a large red 'X'.

If the participant is a prisoner in a South Australia correctional institution, please create a Training Account and inform SkillsContracts@sa.gov.au once created.

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Administrative changes from 1 Jan 2023 - Course Fee and Hours

← ↻ 🏠 🔒 <https://portal.statedevelopment.sa.gov.au/WorkReady/>

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Skills & Employment Home Participant ▾ **Training Account ▾**

Course Fees and Training Information

Course fee for this participant **(before any concessions):**

Course delivery hours for this participant

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Skills & Employment - Home

https://portal.statedevelopment.sa.gov.au/WorkReady/



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Skills & Employment

Home

Participant ▾

Training Account ▾

Claims ▾

Welcome to
Employment

Select

- Select
- All Data
- Active Training Accounts w/ Concession
- Active Training Accounts w/ No Activity
- Training Accounts w/ Leave from Enrolment
- Training Accounts w/ Bridging Units

Funding Program

Training Account Search

Training Account Reports

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← ↻ 🏠 🔒 https://portal.statedevelopment.sa.gov.au/WorkReady/polices_for

 **SOUTH AUSTRALIA**  **Government of South Australia**

Skills & Employment Home Participant ▾

User Guides and Forms

User Guides

- Portal Login Procedure (Word)
- Create Participant Profile and Training Account (Word)
- Maintaining and Closing Training Account (Word)
- Data Collection, View Claims and Payments (Word)
- Skilling South Australia Project – Reporting Instructions
- Factsheet - STL Qualifications - Introduction to Contracting
- Factsheet - Skilling South Australia Projects - Contract Overview

Contact details

Phone: 1800 673 097 and ask for the
Contract Administration team

Email: SkillsContracts@sa.gov.au



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Compliance and monitoring

Trang Nguyen
Principal Program Officer,
Claims and Payments



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Compliance and Monitoring

1. Existing students engaged under Job Trainer will continue receiving concession
2. Training accounts must be created up to 30 days prior to commencing delivery, as per Clause 19.3 of the FAA.
3. Student records to be made available upon request.
4. Compliance activities may include a desktop review, site visit, interviewing RTO key personnel or interviewing a selected group of students.
5. Participant course fees will continue to be monitored to ensure they do not exceed fees published through My Skills.

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Questions

Contact Skills SA:

Infoline 1800 673 097

skillscontracts@sa.gov.au

providers.skills.sa.gov.au



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