

CHSP Contribution Framework Policy

Purpose

Inlusee as a Commonwealth Home Support Program (CHSP) service provider is required to have a documented and publicly available client contribution policy in place that aligns to the *CHPS Client Contribution Framework* and balances the following objectives.

- To move towards national fairness and consistency in client contributions;
- To improve the sustainability of the CHSP; and
- To provide appropriate safeguard for financially disadvantaged clients.

Principles

Inlusee recognises the importance of the CHPS Client Contribution Framework in the home support sector generally. However, at the date of this Policy, it is Inlusee's position not to request client contributions for its social connection services. This decision has been made based on the mission of the organisation and the cost / benefit analysis of charging and collecting contributions as against the CHSP reasonable contribution 2022-2023 CHSP national unit price ranges for group and individual social support services.

Inlusee will, on an annual basis, revisit this position taking into account the following Client Contribution Principles:

Principles	Explanation
Consistency	All clients who can afford to contribute to the cost of their care should do so. Client contributions should not exceed the actual cost of service provision
Transparency	Client contribution policies should include information in an accessible format and be publicly available, given to, and explained to, all new and existing clients.
Hardship consideration	Individual policies should include arrangements for those who are unable to pay the requested contribution
Reporting	Grant agreement obligations include a requirement for service providers to report the dollar amount collected from client contributions.
Fairness	The Client Contribution Framework should take into account the client's capacity to pay and should not exceed the actual cost to deliver the services
Sustainability	Revenue from client contributions should be used to support ongoing service delivery and expand the services providers are currently funded to deliver

References

National Guide to the CHSP Client Contribution Framework:

<https://www.health.gov.au/resources/publications/national-guide-to-the-chsp-client-contribution-framework>

Policy Compliance Statement

Responsible Executive: CEO

Date of Review: October 2023

Approved By: Inlusee Ltd Board