

Centre for Nursing and Midwifery Education HSE Mid-West (Limerick, Clare and North Tipperary) Funding Process 2024

Applications will be considered for funding within available financial resources

Process for applying for Funded Learning Event / Conference:

- Applicant must complete the CNME Mid West Funded Learning Event / Conference Application Form
- Applicant must get written approval from their DON/DOM/ delegated officer
- Completed Application Form, with evidence of learning event content and learning event fee as produced by the learning event provider, must be emailed to cnmemidwest@hse.ie
- Application forms must be submitted to the CNME Mid West **prior** to the event. **CNME does not fund retrospectively**
- CNME Mid West will inform applicant via email as to whether they have been successful in achieving funding to attend a Conference / Learning Event
- Applicants must pay the course provider the attendance fee
- For reimbursement purposes, applicant must furnish CNME Mid West with their receipt of payment and evidence of having attended the Learning Event / Conference within **8 weeks** of completion/attendance.
- **On submission of receipts of payment and certificates of completion to cnmemidwest@hse.ie , the applicant will need to apply for reimbursement to their line manager via NiSRP.**

Process for applying for all Formal Academic Studies (as per HSE Circular 20/2014)

- All sections of the Formal Academic Studies Form **must be completed**
- All programmes must be relevant to the applicant's role and meet organisational service need
- If undertaking a 2 year programme or longer, the applicant must apply for funding for each subsequent year
- Completed Applications (CNME Mid West formal academic funding application form and correspondence as produced by the programme provider outlining the programme content and information on the programme fee) must be forwarded to CNME Director via cnmemidwest@hse.ie
- Funding is provided only to the level applicable to an EU/EEA citizen
- CNME Mid West will inform applicant as to whether they have been successful in achieving funding via email and copy to DON/M/delegated officer
- Sponsored applicant must send their approval email to the Education Body who in turn will invoice the CNME Mid West for the amount being sponsored
- Applicants must not have already received funding for a specialist course within the last 36 months (i.e. from the month of commencement of the previously funded programme) unless specifically required by service need and there is evidence of the service need outlined by the applicant's line manager.

Levels of Funding (Please note CNME Mid West does not fund retrospectively)

All Modules & Certificate Programmes

- 100% of fee paid directly to the Education Body
- If the applicant progresses to a Post Graduate Diploma/Higher Diploma through the CPD (modular) route, the cumulative funding of 100% will be applied for a designated time period of three consecutive years
- If the applicant progresses to a Master's Degree through this CPD route, the cumulative funding should not exceed 75% for a designated time period of five consecutive years.

Post Graduate Diploma/Higher Diploma in specialist area of Clinical Nursing/Midwifery Practice

- 100% of fee paid directly to Education Body
- Should applicant progress to a Master's degree through the CPD route, cumulative funding will not exceed 75% for a designated time period of 5 consecutive years.

Master's Programmes Funding

- **Following a funded Post Graduate Diploma/Higher Diploma in specialist area of Clinical Nursing/Midwifery Practice:**
- Balance of cumulative funding up to a total of 75% paid directly to Education Body
- **Master's Degree where no prior funding has been received**
- Year 1 75% of fee paid directly to Education Body
- Year 2 75% of fee paid directly to Education Body
- **Master's Degree related to AN/MP role development approved by HSE funded healthcare organisation**
- Year 1 100% of fee paid directly to Education Body
- Year 2 100% of fee paid directly to Education Body

Closing date for receipt of completed Formal Academic Forms to the CNME is:

- Autumn 2024 intake – **Closing date by close of business 31st May 2024**
- Spring 2025 intake – **Closing date by close of business 31st October 2024**