



Customised Learning and Development Fee Structure

The table below identifies fee structures for learning and development sessions conducted by Health Issues Centre staff. The rates for facilitation and presentation are per hour and include facilitation, preparation time and presentation time.

Role	Government and Health Services	Non-government organisations	Corporate	Small community-based organisation (Budget under \$250,000)
	Rate per hr	Rate per hr	Rate per hr	Rate per hr
Facilitation and or presentation <ul style="list-style-type: none"> Including preparation One HIC team member Two HIC team members (addition 50%) <p><i>These rates apply to metro services only rural services are based on a different cost structure. If you are a rural service please contact HIC for a quote</i></p>	\$450	\$300	\$550	\$150
Planning meetings	\$55	\$50	\$65	\$30
Travel time – to destination <p><i>This rate applies to metro services. Rural services are based on a different cost structure so as not to be prohibitive. If you are a rural services please contact HIC for a quote</i></p>	\$4 per km	\$4 per km	\$4 per km	\$4 per km
Accommodation (rural)	\$200	\$200	\$200	\$200
Accommodation (interstate)	\$250	\$250	\$250	
Sundries (as appropriate)				

All fees are GST exclusive

Process for cancellations

- Cancellation fees do apply.
- Cancellation fees apply whether payment has been made or not.
- Cancellation less than one month prior to the session will attract a 25% cancellation fee.
- Cancellation less than 15 working days prior to the session will attract a 50% cancellation fee.
- Cancellation less than 3 working days prior to the session will attract a 100% cancellation fee.

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