



# REGISTRATION FORM

## TAX INVOICE

**ABN 61 060 567 686**

UNIVERSITY OF WOLLONGONG / SMAH / AROC

### FIM Open Workshop

**Date:** Wednesday 29 May 2024

**Time:** 0830 – 1600

**Venue:** Epworth Hawthorn, Conference Room, Level 2,  
50 Burwood Road, Hawthorn, VIC, 3122

#### DELEGATE INFORMATION (please print clearly)

First Name: \_\_\_\_\_

Family Name: \_\_\_\_\_

Facility/Organisation: \_\_\_\_\_

Country: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Do you work at more than one Facility / Organization? If so, please specify:

Do you require any individual arrangements due to disability, medical condition or dietary requirements?

#### FOR WHAT ENVIRONMENT ARE YOU LEARNING FIM?

Rehabilitation Process (Please specify):

Inpatient:    Rehab    GEM    Both

Substitute Inpatient eg: Hospital/RITH

In-reach

Residential Aged Care

One-Off Functional Assessment

(eg: eligibility to NDIS, insurance scheme)

Other, please specify:

**Please return your registration form to:**

FIM COORDINATOR

Email: [fim@uow.edu.au](mailto:fim@uow.edu.au)

**Registrations close:** *Wednesday 15 May 2024*

#### Cancellation Policy

Cancellations must be in writing and received no later than three working days prior to the session. No refunds for cancellations made after 24/05/2024 however, you may transfer your registration to another person within your facility or organisation. AROC must be advised of the transfer no less than 2 working days prior to the commencement of the workshop.

**PLEASE NOTE:** This registration form is your TAX INVOICE. It is the delegate's responsibility to retain a copy of the tax invoice/ registration form. The receipt of payment will be sent to the person named in the payment details section. The tax invoice/ registration form together with the receipt, is required by the ATO to reclaim the GST and should be passed to the appropriate person in your organisation.

**Clinical Discipline** (select one):    Medicine    Physiotherapy    Speech Therapy    Occupational Therapy    Enrolled Nurse    Registered Nurse

Other (please specify): \_\_\_\_\_

**Current FIM Credentialling Status** (select one):    Facility Trainer    FIM Clinician    Not Previously Credentialed

**NB:** Allied Health Assistants and Assistants In Nursing are welcome to attend training sessions to increase their knowledge and understanding of the FIM so they can contribute to FIM scoring in a clinical setting, but they are not eligible or required to become credentialed.

**Applicant's Signature:** \_\_\_\_\_

**Manager's Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Manager's Signature:** \_\_\_\_\_

#### PAYMENT DETAILS & OPTIONS

##### OPTION 1 - TO MAKE PAYMENT BY CREDIT CARD:

MASTERCARD                       VISA

Cardholder (please print) \_\_\_\_\_

Email receipt to \_\_\_\_\_

Expiry Date:            /            Signature: \_\_\_\_\_

##### OPTION 3 - TO MAKE PAYMENT BY EFT (Direct Transfer):

BSB: 082 886            ACCOUNT NO: 038 110 002

BANK: NAB            BRANCH University of Wollongong

REFERENCE: **FIM 29/05/24** and **YOUR** last name.

Email your Payment confirmation details and your completed

Registration Form to: [FIM@uow.edu.au](mailto:FIM@uow.edu.au)

##### OPTION 2 - TO MAKE PAYMENT BY PURCHASE ORDER (PO):

PO to be completed                       PO document attached

Include Description on PO: **FIM 29/05/24** and **YOUR** last name

The PO document must be emailed to [FIM@uow.edu.au](mailto:FIM@uow.edu.au)

##### YOUR PAYMENT DETAILS

FIM REGISTRATION FEES (inclusive GST)                      \$214.50

FIM MANUAL (inclusive GST)    \$36.30

FIM Exam Key (inclusive GST)    \$45.10

**TOTAL Australian Dollars    \$295.90**

For Office Use Only

Payment Details: \_\_\_\_\_

Date: \_\_\_\_\_ Amount: \_\_\_\_\_

**Please note that: we cannot confirm workshop registration until we receive payment; we operate on a 'first come, first served' basis; and if registration numbers are too low, the workshop may be postponed.**

**This document will be a TAX INVOICE for GST when you make full payment (in accordance with the ATO) – Please retain a copy**