



# Victorian Graduate Nursing & Midwifery Program (GNMP)

**2024/25  
Match Rules**

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# Introduction

The Postgraduate Medical Council of Victoria (PMCV) conducts the Graduate Nursing & Midwifery Program (GNMP) Match on behalf of the Department of Health.

The PMCV will conduct the 2024 GNMP Match in accordance with the [Code of Conduct](#) published on the [GNMP website](#).

Candidates are required to have read these Match Rules and the Code of Conduct and must agree to abide by the rules outlined in both documents as part of the Match application process.

**These Match Rules apply to the 2024 Match for graduate positions commencing 2025.**

## Key dates

The primary activity dates for the Match are listed below. A detailed timeline can be found on the [GNMP website](#).

DATE	ACTIVITY
27th of May at 10am	PMCV Match & health service applications open
21st of June at 5pm	PMCV Match & health service applications close
1st of July at 10am	Video interviews commence
4th of July at 5pm	Video interviews close
8th of July	Health Service Assessments commences
23rd of August	Health Service Assessments close
4th of September at 10am	Match results published

# 1. Eligibility Criteria

## 1.1 Eligible candidates

To be eligible to apply for a registered nursing or registered midwifery position in the 2024 GNMP Match, you must satisfy the following criteria:

- ✔ Will qualify for registration as a Registered Nurse (RN) and/or Midwife (RM) with the Nursing and Midwifery Board of Australia.
- ✔ Completed all course requirements between 1st of January 2024 and before 30th of June 2025.
- ✔ Be an Australian/NZ citizen OR temporary resident who holds a visa that gives them the "Right to Work" in Australia.
- ✔ and meet one of the following criteria:

Victorian resident studying at an approved Victorian education provider (see Page 14)

OR

Victorian resident studying on-line at an Interstate University (via Distance Education)

OR

Interstate residents living in a Victorian border community on the approved list (see GNMP website for full list of towns)

OR

Interstate/New Zealand residents relocating to Victoria in 2025. Statutory declaration mandatory requirement.

## 1.2 Ineligible candidates

The following candidates are not eligible to participate in the GNMP Match:

- ⊗ Previously participated in a RN/RM nursing or midwifery graduate program
- ⊗ Postgraduate Diploma in Midwifery – Employment model
- ⊗ Completed their training prior to January 2024.
- ⊗ Interstate (excluding border communities) or New Zealand candidates not relocating to Victoria in 2025 OR fail to provide the mandatory Statutory Declaration.
- ⊗ Undertaking a Diploma or Advanced Diploma in Nursing, qualifying as an EN or EEN
- ⊗ Candidates on a Holiday Visa
- ⊗ PMCV has the discretion to refuse to include or remove an applicant in the GNMP match pursuant to its Code of Conduct and approved policies.

## Exceptions

- Candidates with a delayed course completion from 2023 Match can re-apply.
- Postgraduate Diploma in Midwifery - clinical placement model. These candidates are eligible but must only preference midwifery positions.
- Special circumstances to be approved by PMCV e.g., parental leave.
- Ineligible Interstate and New Zealand candidates are welcome to participate in the Late Vacancy process commencing on the 9th of September.

## 1.3 Special consideration

There may be circumstances that exclude you from the eligibility criteria e.g., parental leave.

If you don't meet the eligibility criteria due to special circumstances, contact the PMCV Workforce Unit on [allocations@pmcv.com.au](mailto:allocations@pmcv.com.au) to discuss and see if you qualify for an exemption.



# Candidate rules and responsibilities

The following are important rules and responsibilities related to participation in the Graduate Nurse Midwifery Program (GNMP) Match. This information supports the Match process information found in the GNMP Handbook.

**Please visit the GNMP website [gnmp.pmcv.com.au](http://gnmp.pmcv.com.au) to understand the process.**

## 2. Applications

- Match and health service applications can only be made during the period Monday 27th of May to Friday 21st June.
- Candidates must meet the eligibility criteria specified in the GNMP Handbook and page 4 of this document.
- **Simply creating an account is not the application process. You must also "apply" to the GNMP Match.**
- **You must apply to both the GNMP Match and the Health Services in your preference list for it to be considered a valid application. You will not be matched without applications to both PMCV and the Health Service being submitted.**
- You must be honest in all your applications. Evidence supporting your application will be requested by Health Services or the PMCV Allocations team.
- Candidates who do not apply or are ineligible, can only be considered for positions during the Late Vacancy stage, which is after the Match outcomes are published.

## 2.1. Entering preferences

During your application you will be required to enter your preferences of where you would like to work. This could be four different Health Services or programs within a particular Health Services or a combination of both.

**You must enter a minimum of ONE health service preference, with a maximum of FOUR preferences.**

Entering the maximum number of preferences will increase your chances of being allocated.

Before selecting a health service preference, consider:

- Where the physical location of the health service is – can you get there within an acceptable commute time or could you move there?
- What are the requirements of the graduate program, e.g. rotations and shift details – can you commit to this?
- listing programs at only one Health Service may limit your chance of receiving an allocation, consider including a 'plan b',

Do not select health services you cannot physically get to or cannot commit to their graduate program requirements.

Do not select a health service where you are not prepared to work.

**The Match applications close date is the last time you can add new preferences.**

Candidates can re-order their preferences or delete preferences up until 5pm on Friday 23rd of August. Candidates CANNOT add new health service at this time or at any time after the Match application period closes.

A candidate's health service preference list and priority order is not disclosed to the health services.

## 2.2 Referees

- It is professional courtesy to ask permission before you nominate a referee to submit a report.
- Discuss with the referee if the report would be positive or detail areas for improvement. Then the report won't be a surprise.
- Candidates must be professional and respectful to referees at all times or they may be removed from the Match.
- Reports can only be removed once submitted with written approval by the referee.
- Two referees are mandatory.

### Eligible referees:

A referee must be a Registered Nurse and/or Midwife who you have worked closely with in the capacity of student nurse/midwife, as they will be required to provide an informed opinion on your suitability to undertake a graduate nurse/midwife role.

Examples of the roles accepted are –

- Nurse/Midwife Unit Manager
- Clinical Nurse/Midwife consultants
- Clinical Nurse/Midwife Educator Clinical facilitator
- Clinical Support Nurse/Midwife
- Clinical Preceptor (see definition below)

In a number of health services, this role is referred to as a preceptor. Other organisations may use the term buddy or supervisor. However,

- Your referee must be a registered nurse or midwife who has more than one year of experience.
- An enrolled nurse, or referee from another health profession is not suitable for the purposes of this reference.

If you cannot supply a second referee from a student placement, only then can you nominate:

- A Nurse/Midwife Unit Manager or Clinical Nurse/Midwife Educator or clinical supervisor when you were a RUSON/RUSOM.

A third clinical referee is optional and should only be submitted if requested in a Health Service advertisement.

***All reference reports are provided to PMCV in confidence. PMCV, in consultation with their stakeholders will no longer be making referee reports available to candidates.***



## **2.3 Reasons to Withdraw**

Candidates who are:

- being offered/accepted a position by a private health service OR
- accepted an interstate offer OR
- aware of delays in their course completion beyond 30th of June 2025

**MUST withdraw from the Match before 5pm on Friday the 23rd of August.  
If they remain in the GNMP Match the outcome will be binding.**

# 3. Match Results

The Match results will be published on Wednesday the 4th of September 2024 from 10am.

Both candidates and health services will be notified by email and login to their GNMP Match account.

## 3.1 Matched Candidates

- ALL MATCH OUTCOMES ARE BINDING
- Matched candidates are NOT eligible to apply for unmatched positions or change positions.
- Matched candidates must commit to the full duration of the Graduate Nursing / Midwifery program contract.
- Health services are responsible for contacting matched candidates and issuing contracts and onboarding information.

Health Services will not actively pursue or make an offer of recruitment to candidates who have been allocated to another Health Service for the duration of the Graduate Nursing / Midwifery Program year.

## 3.2 Acceptance Process

- As the Match outcomes are binding, no further allocations will take place. The acceptance process notifies the Health Services that they can commence their onboarding process.
- Allocations must be accepted via the GNMP Match by 10am on Friday the 6th of September 2024.
- If there be any changes required after this time, you must liaise directly with the Health Service, who will notify PMCV.

## 3.3 Considering declining the allocation?

If you are considering declining your allocation, you cannot be allocated to any other participating Health Service for the duration of graduate year unless there is a valid change in your situation or exceptional circumstances. Please read Change in Situation and Exceptional Circumstances sections on page 11.

### 3.4 Change in situation

- There may be genuine reasons why you cannot longer accept the allocation, such as a delayed placement, failed subject, parental leave. We strongly recommend you contact your allocated Health Service first before declining your allocation as they may be able to accommodate a later start date.
- Candidates whose placements are delayed but will complete their training before June 2025 must only apply to positions commencing mid-year.
- If you are still unsure after speaking to the Health Service contact PMCV at [allocations@pmcv.com.au](mailto:allocations@pmcv.com.au).

### 3.5 Exceptional circumstances

- There may be other exceptional circumstances that require you to request to be released from your allocated Health Service. The circumstances under which a release may be considered must be **exceptional and related to hardship**. For example, a seriously ill family member or personal health issue requiring relocation. Evidence may be required.
- Only if the Health Service agrees that they are exceptional circumstances, they may write a Release Letter to release you from your allocation.
- Unless a written release is provided from the allocated health service, candidates must accept the position to which they have been matched.
- It is at the discretion of the allocated Health Service, to decide if a Release letter will be provided. They will take into consideration the reasons given and supporting evidence provided. If the reason is deemed acceptable, a Release Letter (email) will be issued to the candidate and PMCV.
- Candidates must provide this letter to any new Health Services they apply to before any appointment can be made.

## 3.6 Withdrawal of allocation by Health Service

- Under exceptional circumstances a health service may withdraw the matched allocation. Valid situations when this may occur are:
- **No response to communications** to confirm their allocation and contract details by the time specified by the health service.
- **AHPRA registration not completed in time** to commence the graduate program, and there is no opportunity to defer the commencement e.g., mid-year intake.
- **Supporting evidence not provided** regarding "Right to Work in Australia", visa information and/or English Language requirements.
- Additional requested documentation not provided in time to commence the graduate program e.g., additional referee details.
- **Other preliminary checks not met** for working with children check, police check, etc
- **Refusal to adhere to the requirements for the role** i.e. vaccination status, locations of work, rotations and / or shifts as per their contract of employment.

In these situations, the health service would email the candidate and PMCV to advise of the withdrawal of the matched position and reason why.

Note: If the candidate is not completing their course requirements on time, they would be eligible to reapply for the next year's match.

## 3.7 Unmatched Candidates

Don't be concerned as there are usually many opportunities still available.

**Candidates who did not receive an allocation will be able to send direct applications to health services with unfilled vacancies from Monday 9th of September 2024 as part of the Late Vacancy stage.**

**Health Services cannot consider direct applications prior to this date outside of the match process.**

Health services with vacancies will be listed via the [health services directory](#) on the GNMP website from the Monday 9th of September.

# 4. PMCV Code of Conduct

**Candidates must read the Code of Conduct document, as you will be asked to sign a declaration confirming that you have done so, when applying to the Match**

## Code of Conduct document

The Code of Conduct sets out the expectations of parties participating in the Allocation and Placement Service (APS). The Code sets out the minimum acceptable level of conduct for both health services and candidates.

The Code is designed to overcome practices deemed to be unsuitable and to ensure the highest ethical and professional standards by all parties. It deals with matters that are subject to judgement and interpretation and are difficult to state absolutely. Application to use the APS by a candidate or a hospital implies acknowledgment of this Code of Conduct and agreement to abide strictly by it.

The instructions to candidates and health services are set out in specific Match Rules for each Match, these are to be read as forming part of this Code.

Should a candidate believe a Health Service has potentially breached the Code of Conduct, the candidate can send their concerns to PMCV via the GNMP website. See Contact Us section. Similarly, a Health Service can also report a candidate.

There is a Code of Conduct Breach policy that will be followed to substantiate any allegation.

# 5. Eligible Victorian Education Providers

Higher Education Providers	Campus
Australian Catholic University	Ballarat
Australian Catholic University	Melbourne
Charles Sturt University	Albury/Wodonga
Deakin University	Geelong Waterfront
Deakin University	Warrnambool
Deakin University	Melbourne
Federation University	Ballarat
Federation University	Berwick
Federation University	Gippsland
Holmesglen (Bachelor of Nursing)	Moorabbin
La Trobe University	Albury/Wodonga
La Trobe University	Bendigo
La Trobe University	Bundoora
La Trobe University	Chisholm Institute (Berwick & Frankston)
La Trobe University	Mildura
La Trobe University	Shepparton
Monash University	Clayton
Monash University	Peninsula
RMIT University	Bundoora
Swinburne University of Technology	Melbourne
Torrens University	Melbourne
University of Melbourne	Parkville
Victoria University	St Albans



# Health Service Responsibilities

## 1. GNMP Governance

The function of the GNMP Governance Committee is to provide expert advice to shape the relevant policies and processes of the PMCV GNMP Match. The committee will review, endorse, and promote State-wide alignment and consistency of GNMP workforce policies and processes. This will include but is not limited to identifying and addressing challenges for workforce planning, strategic GNMP workforce initiatives, as well as acting as tribunal for Code of Conduct breaches. The GNMP Governance Committee - Terms of Reference.

## 2. Code of Conduct

Each Health Service must agree to abide by these GNMP Match Rules and the [PMCV Code of Conduct](#), Health Service agreement is requested when submitting candidate rankings. All Health Services understand that any breach of the Code of Conduct will be escalated to the GNMP Governance Committee. There could be consequences for identified breaches.

## 3. Participating Health Services

The Department of Health have deemed that the allocation of ALL public health service graduate nursing, midwifery and mental health positions are to be facilitated through the PMCV GNMP match process.

It is intended that graduates fit within the definition provided in the Department of Health's Training and Development Guidelines, and the Postgraduate Medical Council of Victoria's Graduate Nursing and Midwifery Program Match Rules.

This will facilitate the 2024 program's requirement that all funded graduates be recruited through the Graduate Nursing and Midwifery Program Match.

The 2024 program cannot be used as a transition program to move established non-mental health nurses into mental health.

## **4. Quota reporting, including increases**

To assist with funding projections the Department of Health need to monitor potential increases in GNMP position numbers (quota) each year.

**Health Services will be requested by PMCV to provide an estimated quota for each stream in March, and for their final quota in July.**

When Health Services are reporting their quota in July, an explanation will be required if there is an increase on their numbers from their 2023 quota.

## **5. Other Reporting Requirements**

PMCV will manage detailed tracking of positions and candidate movements including allocations being made following a candidate receiving a release letter, through the APS.

PMCV require each Health Services to report/provide evidence of the following:

- candidates' names and reason for declining positions, after the Acceptance Period
- provide PMCV copies of release letters provided to candidates.
- during Late Vacancy stage, regular updates on the number and details of candidates, with their name who have accepted positions including non-PMCV candidates.



## **6. Offers outside of the Match process**

Health Services must not make any offers or discuss potential employment with any matched candidates allocated to another health service. This is applicable for the entire 2025 graduate year, or term of their contract, not just the period when the Match is being held.

Health Service must not advertise for 2025 Graduate Match positions outside of the PMCV Match process, in the immediate lead up to and during the Match Dates.

Health Services must not make offers to RUSON/RUSOMs outside of the Match process. The Match algorithm is designed that if both parties' preference each other highly, then the desired outcome will be achieved through the Match.

During the Late Vacancy stage of the Match offers can be made to candidates (unmatched or non-PMCV) who apply via direct applications. These outcomes must be advised to PMCV.

## **7. Candidate change of circumstances - Release Letters**

The circumstances under which a release may be considered must be exceptional and related to hardship. For example, a seriously ill family member or personal health issue requiring relocation.

If a candidate has verified "exceptional circumstances" under which a release may be contemplated the candidate must request a Release Letter (email will suffice) from the allocated Health Service.

The decision to provide a release letter is at the discretion of the originating Health Services. If the Health Service deems the reasons provided by the candidate warrants a release from the Match, the Health Service is to provide a release letter to the Candidate with a copy emailed to PMCV.

Any "Matched candidate" must provide a Release Letter to subsequent Health Services they apply to before they can discuss employment or be considered by the Health Service.

# FAQs

To find out more information, there is a list of Frequently Asked Questions (FAQ) on the [GNMP website](#) that will address any questions you may have.

# Contact Us

Contact the PMCV workforce team. We are always happy to help you and will respond to your enquiry as quickly as possible.

Due to the high demand, our preferred method of contact is email, so we can triage your enquiry via [allocations@pmcv.com.au](mailto:allocations@pmcv.com.au).



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