



New basic daily fee supplement

Purpose: The new basic daily fee supplement, introduced in 2021, is an additional \$10 per day, per resident from 1 July 2021. The new supplement supports aged care providers to deliver better care and services to residents, with a focus on food and nutrition.

The new supplement will be paid to eligible residential aged care service and flexible care services that are multi-purpose services. The supplement is available to approved providers who formally agree (via an undertaking) and submit quarterly reports.

How to apply: Please complete this undertaking form for the approved provider you represent and return to BDFundertaking@health.gov.au. If you send by **21 July 2021**, you will receive the supplement from 1 July 2021.

Who can sign the undertaking

The undertaking is to be signed by someone authorised to make the undertaking on behalf of the provider. We expect this person to be one of the key personnel as defined by the *Aged Care Quality and Safety Commission Act 2018* section 8B (1) (a), 1(b), 2(a) and 2(b).

(1) Each of the following is one of the key personnel of a person or body (the entity) at a particular time:

- (a) if the entity is not a State or Territory—a member of the group of persons who is responsible for the executive decisions of the entity at that time;
- (b) if the entity is not a State or Territory—any other person who has authority or responsibility for, or significant influence over, planning, directing or controlling the activities of the entity at that time;

(2) Without limiting paragraph (1)(a), a reference in that paragraph to a member of the group of persons who is responsible for the executive decisions of an entity includes:

- (a) if the entity is a body corporate that is incorporated, or taken to be incorporated, under the *Corporations Act 2001*—a director of the body corporate for the purposes of that Act; and
- (b) in any other case—a member of the entity's governing body.



Undertaking statement:

- I am a person authorised to make undertakings on behalf of the approved provider specified below (the 'Provider').
- I understand that the Government is providing additional funding to the Provider through a new Government Basic Daily Fee supplement of \$10 per residential care recipient, or high or low care place in a multi-purpose service, per day.
- I hereby give an undertaking to the Department of Health on behalf of the below Provider, that for each of the residential aged care services and flexible care services that are multi-purpose services delivered by the Provider, the Provider will:
 - Deliver good quality and quantity goods and services to meet the living needs of residents, with a focus on food and nutrition.
 - Commencing 1 July 2021, or from the date of giving this undertaking if that date is later than 21 July 2021, in a form approved by the Secretary of the Department, report quarterly on a date specified by the Secretary on the quality and quantity of daily living services with a focus on food and nutrition, including but not limited to:
 - food (prepared on site and/or prepared by an external provider)
 - food preparation (kitchen and food service staff hours)
 - nutrition-related allied health expenses, and
 - how the Provider ensures an appropriate standard of daily living services.

Approved Provider Information

Entity Information

Legal Name	Approved provider legal name
Trading names(s):	Trading name if applicable
Please select the appropriate box	Approved provider of residential permanent and/or respite <input type="checkbox"/> OR Approved provider of Multi-Purpose Services <input type="checkbox"/>
NAPS* Provider ID <small>*National Approved Provider System</small>	NAPS Provider ID

Authorised person

Title	Key personnel title
Name	Key personnel name
Position Title	Key personnel position
Signature and date	