

AUSTRALIAN ASSOCIATION FOR ADOLESCENT HEALTH LTD (AAAH)

GUIDELINE FOR APPROPRIATE REMUNERATION OF YOUNG PEOPLE IN HEALTH PROGRAM AND SERVICE CONSULTATIONS



SEPTEMBER 2020

The Australian Association for Adolescent Health Ltd (AAAH) values young people as experts in their health and wellbeing. AAAH advocates for organisations and services to proactively seek the participation of young people as partners, consultants, key informants and /or advisors in the design, development, implementation and/ or evaluation in the diverse array of programs which aim to promote the health and wellbeing of young people. In so-doing, AAAH supports fair remuneration for their time and work. This guideline provides a frame of reference for remuneration of young people who are involved with participation, consultation, collaboration or co-design of projects for organisations.

Key Definitions

Consultation

A formal meeting or series of meetings between an organisation that is conducting a project and a young person who provides advice or opinions.

Examples: reference groups, advisory committees, youth councils - one or more young people providing guidance and advice for a specified project or program over a specified time.

Honorarium

A one-off payment.

Examples: keynote or other presentations or discussion at one-off events

Remuneration

Payment given for any form of participation, including as research participants. This might also include payment for travel time.

Tax File Number (TFN)

A tax file number is a personal reference number for an individual within the Australian tax and superannuation systems.

Australian Business Number (ABN)

A registered number that uniquely identifies a business. A business can be one person ('sole trader'). To be entitled to an ABN, an individual must have be starting, or carrying out, an enterprise. To have an ABN you must also have an Australian Tax File Number. There is no lower age limit to have an ABN.

Organising payments to young people

Arrangements for payment of young people for participation will depend on different legal and administrative requirements of organisations.

AAAH recommends that young people should be paid in the same way as any other professional when their expertise is being sought, ie monetary payments. However AAAH acknowledges that some young people prefer to receive gift cards due to the administrative requirements for invoicing, therefore the

young person's preferences should be given priority. AAAH recognises that gift cards are a suitable incentive for research participation and should be subject to appropriate Ethical approval.

In some cases, organisations may require an [Australian Taxation Office](#) form to be completed, while others might also require an ABN before they can provide payment.

More information and registration for an ABN can be found at <https://www.business.gov.au/Registrations/Register-for-an-Australian-business-number-ABN>.

The guide below has been derived from consultation with several youth-oriented organisations around Australia.

As at September 2020, AAAH recommends the following (all values are in AUD):

Type	Remuneration ^{1, 2}
	Amounts below are all suggested as a starting point/minimum
1hr consultation	\$30
2hr consultation	\$50
Half day consultation (3.5 – 4 hours)	\$100
Full day consultation (5.5 – 8 hours, including meal break)	\$200
One-off honorarium (eg presenting/public speaking/ conducting workshop)	\$75 for up to one hour \$150 for half day (1 – 4 hours) \$290 for full day (4 to 8 hours)

Notes:

1. From the 1st of July 2020 the [Fair Work Ombudsman](#) stated that the minimum wage in Australia is \$19.84/hr.
Where appropriate, organisations may wish to refer to a relevant industrial award to determine a rate of pay
2. In addition to the remuneration amounts recommended above, AAAH recommends that preparation and travel time are remunerated (approximately 2 hours preparation for one hour presentation or workshop), and that meal breaks are catered by the organisation.

Thank you to all those who provided information and assistance to us through email and conversation to write this document.

Endorsed by the Board of Directors, AAAH Ltd on 25 September 2020: To be reviewed: September 2021