

Who is eligible to make an ESPS application?

A business that employs a Reserve member can either apply for the ESPS as an employer applicant or as a member applicant:

An **employer applicant** is a business who employs a member of the Reserves as an employee.

A **member applicant** covers a number of different scenarios. It could be a self-employed Reserve member, or a business that is related to the member. To find out more about what it means to be *related*, please visit our website.



How do I make an application?

All applications must be made within 12 months of the first day of defence service claimed.

ESPS applications must be made via the Online Claim System, which is accessible through the ADFRES website.

In order to make an application, you will need to use your Digital Identity and Relationship Authorisation Manager tool.

How much would be paid?

Higher level ESPS support payments are updated annually and vary, depending on the member's recognised health specialisation.

You can find these ESPS support payment rates at our website, under *Forms and Resources*.

More information:

 1800 DEFENCE (1800 333 362)

 YourCustomer.Service@defence.gov.au

 www.reserveemployersupport.gov.au



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EMPLOYER SUPPORT PAYMENT SCHEME

Higher level Support Payments for service by Reserve Health Professionals



1800 DEFENCE

www.reserveemployersupport.gov.au

What is the Employer Support Payment Scheme?



The Employer Support Payment Scheme (ESPS) provides financial assistance to employers of Reserve members and self-employed Reserve members, when the member is away from their civilian workplace on eligible periods of continuous defence service.

To ensure Defence can continue to provide health capabilities by Reserve health officers, the Chief of the Defence Force has made some changes to the eligibility requirements of the ESPS, including increased payments!

ESPS support payments are made to an applicant, for the benefit of the applicant's business. There is no restriction on how the payment is used.

Who is eligible to apply for higher level ESPS support payments?

A business may apply for higher level ESPS support payments when:

- The business employs a Reserve member as a health or scientific practitioner, and
- The member renders defence service as a medical, dental, nursing or allied health officer

Multiple employment arrangements

When a Reserve member is employed by more than one employer, each employer may be eligible to apply for higher level ESPS support payments.



What evidence is required?

For employers:

To establish eligibility, employer applicants must complete an application via the ESPS Online Claim System, and provide:

- evidence of the member's employment
- evidence of the member's actual weekly hours of work (3 months)
- evidence of the member's salary, and
- any additional information requested.

Once established, an applicant will normally only need to provide evidence of the member's actual weekly hours of work with the first application of a new financial year.

For member applicants:

To establish eligibility, member applicants must complete an application via the ESPS Online Claim System, and provide:

- evidence that the applicant's business is registered, and trading or operating
- evidence that the business provided the members principal source of income or principal source of employment during a nominated 12-month assessment period
- evidence of the member's actual weekly hours of work (3 months), and
- any additional information requested.

Once established, an applicant can generally rely on their business evidence for two years, however evidence of actual weekly hours of work is always required with the first application of a new financial year.