

Consumer remuneration is a respectful acknowledgement of the contribution that people with a lived experience of melanoma bring to Melanoma Research Victoria (MRV) research. It represents trust, commitment, participation and an ongoing two-way conversation to focus research directions and improve melanoma patient outcomes.

What is consumer remuneration?

Financial recognition for your valuable input into consumer health research at MRV. Referred to as *remuneration*, this can take the form of sitting fees for committee membership or an hourly rate dependent upon the level of participation. Remuneration is not compulsory, legally required or expected. It is made at the discretion of MRV.

Remuneration is different to reimbursement for out-of-pocket expenses. Reimbursement expenses can be claimed separately using invoices and receipts.

What is covered by consumer remuneration?

Remuneration will be offered from 1st October 2021 for your involvement in defined MRV activities. The amount of remuneration depends on the level of engagement of the MRV Activity as defined by the VCCC Model of Consumer Engagement¹. A table of MRV activities and payment schedules can be found in the MRV Standard Operating Procedure: MRV Remuneration and Reimbursement.

How will you be paid?

Voluntary services can be paid an honorary reward known as an honorarium. To set up an honorarium with MRV you will need to provide us with your personal details and a completed Australian Tax Office - Statement of Supplier form. MRV will then register you with the Peter MacCallum Cancer Centre Finance Department to enable payments into your bank account.

Is this part of your tax assessable income?

When you submit a completed Australian Tax Office - Statement of Supplier form to MRV for remuneration purposes, an honorarium is not considered to be assessable income.

The completed Statement of Supplier form is used when services are provided without quoting an ABN. It needs to state that the supply of services is made during an activity done as a private recreational pursuit or hobby.

For further Australian Tax Office definitions and the form, go to <https://www.ato.gov.au/Forms/Statement-by-a-supplier-not-quoting-an-ABN/>.

How will your participation be recorded?

You are responsible for keeping a record of your consumer engagement activities with MRV. A MRV Activity database has been custom built to assist with this purpose. A link will be provided to all MRV consumers to capture activity details. MRV consumers are encouraged to update it regularly. MRV



CONSUMER REMUNERATION

Factsheet for consumers

Activities which are remunerated have a tick box that consumers can use to indicate if they wish to claim remuneration or not. Claiming is optional.

Activity reports and remuneration claims will be generated quarterly. Activities/claims will be confirmed by the MRV Manager or delegate and the MRV Chief Investigator prior to submission to the PeterMac Finance Department for payment.

Only consumers who have registered their honorarium information with MRV/PeterMac Finance will be eligible for payment. Requests older than 12 months will not be accepted.

What happens if you do not want the remuneration?

MRV consumers will still be required to fill in the MRV Activity database via the link provided. If you do not wish to receive remuneration please tick 'No remuneration' when requested by the database.

Are you covered for workplace injury?

The Peter MacCallum Cancer Centre public liability and personal indemnity policies cover your participation in MRV-related activity approved by MRV.

Who do you contact for further information?

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