

## FACT SHEET

Promoting  
events, training  
& resources

**Review the guidelines to determine if your event, training or resource is eligible to be promoted by MHPN. If it meets the criteria outlined in this fact sheet, please complete and return the attached form.**

### How MHPN can help you

Our commitment to promoting collaboration and interdisciplinary practices in the primary mental health care sector extends to promoting events, training opportunities and resources of organisations that also support this goal.

### What types of events, training and resources are eligible to be promoted by MHPN?

To be eligible, the event or resource must:

- > be organised by a non-commercial enterprise.
- > align with MHPN's objective to support interdisciplinary collaboration in the primary and community mental health sector.

### How can your event, training or resources be promoted by MHPN?

We will consider promoting approved resource, training and events on its website [www.mhpn.org.au](http://www.mhpn.org.au) and via its social media channels (Facebook and Twitter).

### How to make a request for promotion

- > Applicants must complete the **Request for event, training and resource promotion application** on the reverse of this flyer and email the completed form to [contactus@mhpn.org.au](mailto:contactus@mhpn.org.au).
- > Your request will be reviewed and an email response provided within 30 business days of receipt.

### Other points to note:

- > Requests are granted at the sole discretion of MHPN.
- > Events, training and resources may be referred to MHPN Quality Assurance and Clinical Education Committee for assessment.
- > By publishing details about non-MHPN events, training or resources, MHPN in no way endorses such events, training or resources.

### Next steps

If you meet the eligibility criteria, complete the attached **Request for event, training and resource promotion application** and email it to [contactus@mhpn.org.au](mailto:contactus@mhpn.org.au)

### Any questions?

If you have any questions, please contact MHPN on 1800 209 031.

#### Mental Health Professionals' Network

Emirates House  
Level 8  
257 Collins Street  
Melbourne  
VIC 3000

**postal**  
PO Box 203  
Flinders Lane  
VIC 8009

**email**  
[contactus@mhpn.org.au](mailto:contactus@mhpn.org.au)

**telephone**  
1800 209 031

**[www.mhpn.org.au](http://www.mhpn.org.au)**

**APPLICATION FORM**

Request for event, training and resource promotion

## Request for event, training or resource promotion application

Be sure to fully complete and email this form and any supporting promotional material to [contactus@mhpn.org.au](mailto:contactus@mhpn.org.au). All complete applications will be assessed by MHPN's Clinical Liaison Professional Development Senior Project Officer within 30 business days of receipt and a response provided via email.

**Name and contact details (including email) of person making request**

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**Name of the organiser, author, creator or publisher?**

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**Is the request for an event, training or resources?**

EVENT	TRAINING	RESOURCE	<i>(circle one)</i>
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**What channels would you like MHPN to use to promote your event, training or resource ?**

MHPN WEBSITE	FACEBOOK	TWITTER
<i>(Please note: MHPN reserves the right to publish only on the channels it deems appropriate.)</i>		

**Is the organiser/author/creator a non-commercial enterprise?**

YES	NO	<i>(circle one)</i>
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**Briefly describe the event, training or resources to be promoted** (Note: if successful, this copy will form the base of what will be used by MHPN.)


**Describe how the event/resources supports MHPN's overarching objective of supporting collaboration and interdisciplinary mental health care practices**


**APPLICATION FORM**

Request for event, training and resource promotion

**FOR EVENTS OR TRAINING ONLY, please provide the following information:**

Date and time:	
Location:	
Cost:	
Learning objectives:	
Key note speakers /presenters:	
Website:	
Contact details for more information:	
Is there an opportunity to provide attendees with information flyer about MHPN? YES NO If yes, how many are required?	
Is there an opportunity to provide MHPN information on event website? YES NO	

**FOR RESOURCES ONLY, please provide the following information:**

Date published:	
Purpose:	
Provide details if resource has been peer reviewed/accredited or endorsed:	
Location ( <i>ie website link</i> ):	
Cost:	
Is there an opportunity to provide information about MHPN or link to MHPN on your website? YES NO	

**Applicant's declaration**

I confirm that the information provided on this application is true and correct and acknowledge the following:

- > Requests will be granted at the sole discretion of MHPN.
- > Events, training and resources may be referred to MHPN Quality Assurance and Clinical Education Committee for assessment.
- > Any representation made or information provided by non-MHPN websites/sources and published by MHPN does not represent the views of, Mental Health Professionals Ltd (MHPN), its management or staff, and MHPN accepts no liability for any loss whatsoever incurred by any person relying on such information.