

Guiding principles: Chinese Medicine Reference Group

March 2022

1. The Reference Group is convened by the Chinese Medicine Board of Australia (the Board)
2. Its objective is to provide a forum for discussion and exchange of information and ideas on matters relevant to the National Registration and Accreditation Scheme in general and Chinese Medicine in particular
3. As well as individual practitioners, the composition of the Reference Group reflects the diversity of major stakeholder groups covering:
 - the professional associations (the associations)
 - consumers
 - the education sector
 - the insurance industry
 - the Therapeutic Goods Administration, and
 - other interested parties (plus guest experts from time to time)
4. It is the responsibility of the professional associations to:
 - appropriately select their representatives on the Reference Group
 - ensure that representatives properly understand the purpose and work of the Reference Group
 - ensure their representatives disseminate relevant information to association members about the matters being considered and are familiar with their members' views
5. The association representatives should have sufficient seniority and status to ensure that the Reference Group requirements are given suitable priority by the association
6. Participants are expected to demonstrate commitment to constructive and open discussion.
7. Participants accept that the Reference Group serves as a discussion and information sharing forum and is not a decision-making body.
8. The Reference Group discussion and exchange will not to be used as an alternative to existing dialogue between the Board and individual stakeholders nor as an alternative to the public consultation process related to development of Standards, Guidelines and Codes which follows a standard AHPRA process.
9. To have meaningful discussion it may, at limited times, be necessary to provide confidential information relating to the Board and/or Ahpra work. This information will clearly be identified as such and if members wish to receive such information, in accordance with Ahpra processes, members were required to sign a 'Confidentiality Agreement' upon appointment to ensure that information specified as confidential is kept confidential.

10. It is intended that the group be an open forum where individual can share their ideas. It is therefore important that:

- members feel confident about expressing their own views or the views of the organisation they represent
- recognise that as the purpose is discussion and information sharing, a member's input is regarded as an opinion rather than a commitment, and
- reporting about the meetings should be respectful of others' views.