

Information guide

April 2023

Aboriginal and Torres Strait Islander Health Practice Accreditation Committee

Introduction

Applications are sought from suitably qualified and experienced persons to be appointed to the Aboriginal and Torres Strait Islander Health Practice Accreditation Committee (the Committee).

The appointments are made by the Aboriginal and Torres Strait Islander Health Practice Board of Australia (the Board) under the Health Practitioner Regulation National Law, as in force in each state and territory (the National Law).

Appointments are for three years with eligibility for reappointment and are expected to commence in late 2023.

Ahpra

The Australian Health Practitioner Regulation Agency (Ahpra) supports the National Boards in managing the registration and notifications for health practitioners and students across Australia.

The Ahpra national office is based in Melbourne with offices in every state and territory to support local boards and committees.

National Boards

The following 15 National Boards regulate the corresponding health professions under the National Law:

- Aboriginal and Torres Strait Islander Health Practice Board of Australia
- Chinese Medicine Board of Australia
- Chiropractic Board of Australia
- Dental Board of Australia
- Medical Board of Australia
- Medical Radiation Practice Board of Australia
- Nursing and Midwifery Board of Australia
- Occupational Therapy Board of Australia
- Optometry Board of Australia
- Osteopathy Board of Australia
- Paramedicine Board of Australia
- Pharmacy Board of Australia
- Physiotherapy Board of Australia
- Podiatry Board of Australia
- Psychology Board of Australia

The Aboriginal and Torres Strait Islander Health Practice Accreditation Committee

Functions of the Committee

The Committee is established by the Board to exercise the following accreditation functions:

- develop accreditation standards for approval by the Board
- assess education providers and programs of study to determine whether they meet the approved accreditation standards
- monitor study programs and education providers to ensure they continue to meet accreditation standards, and
- advise the Board of issues in education and practice which may impact on Aboriginal and Torres Strait Islander health practice and the conduct of study programs.

What is involved?

Generally, the Committee meets two to three times a year for a full day meeting (via Zoom and generally with one face-to-face meeting in Melbourne a year). Some travel is needed to attend face-to-face committee meetings and conduct assessments.

Typically, 1-2 days of travel is required for a face-to-face meeting. If a committee member is appointed to an assessment team, travel for accreditation assessments may be up to two days (depending on the location).

Membership

The Committee consists of:

1. at least one individual who is not an Aboriginal and Torres Strait Islander Health Practitioner and who has relevant expertise in health education, preferably in training Aboriginal and Torres Strait Islander Health Practitioners and in accreditation within the National Scheme
2. at least one registered Aboriginal and Torres Strait Islander Health Practitioner who has relevant expertise in training of Aboriginal and Torres Strait Islander Health Practitioners, and
3. at least one individual who has relevant experience in health and/or education relevant to Aboriginal and Torres Strait Islander Health Practitioners, preferably including contemporary experience in primary health care settings.

The Board will appoint two members to be the Chair and Deputy Chair of the Committee.

Selection criteria

Accreditation Committee members should demonstrate the following:

- experience in membership categories 1 or 3 listed above
- an understanding of accreditation standards
- an understanding of the National Registration and Accreditation Scheme
- extensive experience in and/or understanding of the Aboriginal and Torres Strait Islander Health Practice profession, and
- experience conducting reviews and documenting findings.

Attributes

In addition to the selection criteria above, the Board will give regard to the following attributes:

1. **Displays integrity:** is ethical, committed, diligent, prepared, organised, professional, principles-based and respectful, values diversity, and shows courage and independence.
2. **Thinks critically:** is objective and impartial, uses logical and analytical processes, distils the core of complex issues and weighs up options.
3. **Applies expertise:** actively applies relevant knowledge, skills and experience to contribute to decision-making.
4. **Communicates constructively:** is articulate, persuasive and diplomatic, is self-aware and reflects on personal impact and effectiveness, listens and responds constructively to contributions from others.

5. **Focuses strategically:** takes a broad perspective, can see the big picture, and considers long term impacts.
6. **Collaborates in the interests of the scheme:** is a team player, flexible and cooperative and creates partnerships.

Roles and responsibilities of members

Members are required to act within the powers and functions set out in the National Law.

Under the National Law, members are required to act impartially and in the public interest in the exercise of their functions and put the public interest before the interests of particular health practitioners or any entity that represents health practitioners.

Confidentiality

Members are required to comply with the confidentiality requirements of the National Law. Any information that comes to a member's knowledge, in the course of, or because of the member's role is protected information and must not be disclosed or made allowed to be disclosed to another person, organisation or entity.

Conflict of interest

Members are to comply with the conflict of interest requirements set out in the National Law.

Statutory protections

Members of the National Boards and committees are provided with appropriate statutory immunities for exercising their functions in good faith.

Selection process

Applicants will be required to provide **certified copies** of proof of identity and, if shortlisted, undergo probity checks, which include:

- a national criminal history check
- an Australian Securities and Investments Commission disqualification register check
- a National Personal Insolvency Index check conducted through the Australian Financial Security Authority,
- and a check of the Board's records to verify registration information for practitioner applicants.

Applicants are also required to provide information on whether they are current members of other government or statutory bodies.

Shortlisted candidates may be interviewed to ensure that they have the necessary qualifications, skills, attributes and experience for the position.

Referee reports

Referee reports are an important part of the selection process and at least two reports will be obtained for all shortlisted candidates. Applicants are asked to nominate two to three referees who can support their application relevant to the key selection criteria and duties of the position.

Remuneration

Sitting fees are determined by the Ministerial Council. The current remuneration (daily sitting fee) is detailed in the table below. The full day rate applies to all meetings or hearings and other assignments in excess of four hours in a day.

The fees paid are assessable under the Income Tax Assessment Act 1997.

Under the *Superannuation Guarantee (Administration) Act 1992* members are eligible to receive contributions at 10.5% cent of total annual remuneration to a chosen superannuation fund.

Role	Quarter daily fee	Half daily fee	Full day fee	Extra travel time	
	Less than 2 hours	Up to 4 hours	More than 4 hours		
	Fees include up to 4 hours travel time			Between 4-8 hours	Over 8 hours
Chair	\$212	\$424	\$849	\$424	\$849
Member	\$174	\$347	\$694	\$347	\$694

Expenses

Committee members are entitled to claim travel, accommodation and subsistence expenses incurred as part of participating at face-to-face meetings when required.

More information on allowances and the process of payments and claims will be provided upon appointment.

Government or statutory employees

Ahpra recognises that government and statutory employees may be bound by their employer policy regarding payment for work undertaken outside of their employment.

Applicants should check with their employer to see if they are entitled to claim sitting fees for being a member of this committee.