



Aboriginal and Torres Strait
Islander health practice
Chinese medicine
Chiropractic
Dental
Medical
Medical radiation practice
Nursing and Midwifery

Occupational therapy
Optometry
Osteopathy
Pharmacy
Physiotherapy
Podiatry
Psychology

Agency Management Committee - Decisions and Actions

Meeting number: 2012/09

Meeting date: 14 September 2012

Meeting time: 11:30am – 3:00pm

Meeting venue: Room 219, Melbourne Convention and Exhibition Centre, South Wharf, Melbourne

Members present

Mr Peter Allen, Chair

Mr Michael Gorton

Professor Genevieve Gray

Professor Con Michael

Professor Merrilyn Walton

In attendance

Mr Martin Fletcher – Chief Executive Officer

Mr Chris Robertson – Director, National Board Services

Mr John Illott – Director, Finance and Corporate Operations

Mr Jim O'Dempsey - Director, Business Improvement and Innovation

Ms Dominique Saunders – General Counsel

Mr Geoff Linton – Chair, Audit and Risk Committee (for item 7, Part 2)

Ms Tania Wilson - Executive Assistant to Mr Chris Robertson, Minute Secretary

Apologies

Mr Ian Smith

Dr Karen Cranshaw

Ms Fran Thorn

Part One

Item 1 Welcome and general overview

Item 1.1 Disclosure of any conflicts of interest in relation to agenda items

In accordance with Clause 8 of Schedule 2 of the Health Practitioner Regulation National Law, as in force in each state and territory (the National Law), members declared any possible conflict of interest in relation to agenda items for consideration by the Committee.

No conflicts of interest were advised by members.

Item 2 Record of previous minutes

Item 2.1 Record of Decisions and Actions arising from last meeting

Committee members confirmed the Decisions and Actions document, from the meeting held on 15 August 2012 as a true record of the meeting.

Item 2.2 Action Summary

Committee members noted the Action Summary for September 2012.

Item 3 Management Committee Induction Briefing

Item 3.1 Presentation on the work of AHPRA and the National Boards

This item was deferred to the next meeting.

Item 4 Current Situation

Item 4.1 Update from Chair, CEO and Members

Committee members noted the update provided by Mr Fletcher including:

- The current status of the response to the recommendations of the Chesterman report, noting that further advice is being prepared and will be circulated out of session.
- The status of Medical Renewals, which is tracking well.
- Update on accreditation arrangements in relation to the Medical Radiation Practice Board of Australia.

Mr Fletcher noted feedback from the Forum of Chairs meeting including:

- Chairs are interested in further advice on the best approach to communicating the work of the National Scheme in ways which promotes appropriate visibility and understanding of the role of National Boards.
- Mr Stephen Marty has been confirmed as the Chair of the Forum of Chairs for a further year.
- Chairs continue to have an interest in opportunities for more direct engagement with Ministers and governments. It was suggested that an annual meeting be proposed for Chairs with the Chair of the Ministerial Council.
- Chairs are keen to engage with governments about opportunities to continuously improve future processes for National Board appointments.

Item 5: Performance Reporting and Risk Management

Item 5.1 Operational Update

Committee members noted the business operations report for the month of July. The report includes summary information on performance and monthly and year to date activity for registrations, notifications and customer service.

Item 5.2 Business Improvement Portfolio Report

Committee members noted the program report and that:

- The Fee Business Rules Project is being implemented over the next week.
- The Practitioner Audit Project is tracking well.
- The Psychology Exam Project continues to track to plan.
- The HWA Survey Tool has moved to a green status.

Members were briefed on the outcomes of the Pivotal Health Check, which is now is closing.

Item 5.3 2012 Professions Update

Committee members noted the verbal update provided by Mr Chris Robertson including:

- The transition to National Board Services of Ms Lisa Wardlaw-Kelly with an ongoing role in relation to the 2012 professions, data and governance.
- Strategies for dealing with outstanding applications for registration from Chinese Medicine practitioners.

Item 6 Business Items

Item 6.1 Key issues from August Board meetings

Committee members noted the verbal update provided by Mr Chris Robertson including that:

- A paper on Planning Alignment was circulated to National Boards for feedback. A summary of Board input to planning was provided to Committee members.
- Feedback from the Accreditation Review preliminary consultation was provided to National Boards in September.

Item 6.2: Summary of National Board Services Board projects

Committee members noted the National Board Services workplan and the summary of board projects.

Item 6.3 Consultation Update

Committee members:

1. Noted the September consultation update, including the anticipated and current National Board consultations
2. Noted the final joint submission to the Australian Commission on Safety and Quality in Health Care's revised Open Disclosure Standard
3. Noted the final joint submission on the AHMAC Consultation Paper on Options for Regulation of Paramedics
4. Supported a joint National Boards/AHPRA submission to the strategic review of the New Zealand Health Practitioners Competence Assurance Act 2003.

Item 6.4 Management Calendar 2012/13

Committee members noted the updated Management Calendar.

Item 6.5 Annual Report update

Committee members noted the status of preparation of the 2012 Annual Report. Mr Peter Allen thanked the staff involved on the preparation of the report for their work.

Item 6.6 2016 IAMRA Conference Proposal

Committee members noted the confirmation letter from the International Association of Medical Regulatory Authorities accepting the Medical Board of Australia and AHPRA's proposal to hold the International Conference on Medical Regulation in Melbourne, 2016.

Item 6.7 Draft Response to the Office of Best Practice Regulation

Committee members:

1. Noted that the Office of Best Practice Regulation (OBPR), Department of Finance and Deregulation(Cwth), has written to AHPRA and the 14 National Boards advising that the Council of Australian Governments (COAG) Best Practice Regulation requirements apply to decisions made by the National Boards and the Australian Health Workforce Ministerial Council
2. Noted the proposed next steps for AHPRA to further liaise with the OBPR to establish a clear threshold for when a RIS may be needed and propose appropriate 'carve-outs', to provide a transparent, practical, and commensurate approach into the future
3. Approved a response be sent to the Office of Best Practice Regulation (OBPR)
4. Noted that this brief is also being provided to inform National Boards of the issues, the outcomes of discussions, and the strategy for the future.

Item 6.8 Notifications Scorecard for National Boards

Committee members:

1. Noted the AHPRA Reporting Framework and conceptual model being used to guide development of reporting in AHPRA.
2. Reviewed and provide feedback on the proposed notifications scorecard for National Boards.
3. Noted that the objective of the scorecard in the first instance is to develop a baseline of data on trends and variance in performance to enable the future setting of appropriate benchmarks particularly around the timeliness and responsiveness of process performance.

Item 6.9 Update on Status of Prior Law Cases

Committee members:

1. Noted the 77% reduction in open prior law notification matters in 2011-2012
2. Noted that since 1 July 2012 a further 44 matters have been closed
3. Noted that of the 313 matters remaining open as at 6 September 2012 of which nearly 60% are before a disciplinary panel or tribunal.

Members asked for further advice on additional strategies that will assist in finalising matters within the next six months.

Close

There being no further business, the Chair thanked the members for their participation and declared the meeting closed at 2:34pm.

Next meeting

The next meeting of the Agency Management Committee will be held on Tuesday 2 October 2012 at the AHPRA Hobart Office, Level 12, 86 Collins Street, Hobart, commencing at 9:00am.