

Attachment C – Work Plan

Medical Radiation Practice Accreditation Committee’s workplan



Key Action required As required

	July 2019	August 2019	September 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	March 2020	April 2020	May 2020	June 2020
Committee meetings		14 & 15 (h)		9(h)&10					6			5
Business processes and procedures												
Recruit assessors												
Assessor Training												TBC
Planning for implementation of revised accreditation standards and revised professional capabilities												
Implementation of revised accreditation standards and revised professional capabilities									Effective			
Approve 2020 routine annual monitoring package												
Confirm indicative 2020/2021 workplan							OOS					
Confirm indicative 2020/2021 budget							OOS					
Annual review and forward planning												
Report to Board against quality framework												

	July 2019	August 2019	September 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	March 2020	April 2020	May 2020	June 2020
Report to Board against key performance indicators												
Assessment of programs of study												
Receive application for accreditation assessment												
Evaluate application												
Site visit												
Draft accreditation report writing and fact check	QUT BRT & BRT (Hons)											
Accreditation preliminary decision		QUT BRT & BRT (Hons)										
Confirm accreditation decision		QUT BRT & BRT (Hons)										
Notice to provider and report to Board on decision			QUT BRT & BRT (Hons)									
Monitoring approved programs of study												
Receive response to conditions and specific monitoring					RMIT (3) (in t/o)	CSU BMRS MI RT NM		UON BMRS Hons UC BMRS & MMI				QUT BRT (in t/o) QUT BRT BRT Hons
Evaluate response to conditions and specific monitoring	QUT BRT BRT Hons CSU MI RT NM RMIT (3) (in t/o)	CQU BMI Curtin BSc MI RT Monash (MRT) UniSyd MDR				RMIT (3) (in t/o)	CSU BMRS MI RT NM		UON BMRS Hons UC BMRS & MMI			

	July 2019	August 2019	September 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	March 2020	April 2020	May 2020	June 2020
Committee considers evaluation of responses to conditions and specific monitoring				CQU BMI CSU MI RT NM Curtin BSc MI RT Monash MRT QUT BMI/BMI Hons RMIT (3) <i>(in t/o)</i> USyd (MDR)					CSU BMRS MI RT NM (update) RMIT (3) <i>(in t/o)</i>			CSU BMRS MI RT NM UON BMRS Hons UC BMRS & MMI
Update provider and Board on outcome of monitoring					CQU BMI CSU MI RT NM Curtin BSc MI RT Monash MRT QUT BMI/BMI Hons RMIT (3) <i>(in t/o)</i> USyd (MDR)					CSU BMRS MI RT NM (update) RMIT (3) <i>(in t/o)</i>		
Receive responses to routine annual monitoring	All providers This includes conditions / monitoring due with the RAM submission											
Evaluate responses to routine annual monitoring and prepare report		All providers This includes conditions / monitoring due with the RAM submission	All providers This includes conditions / monitoring due with the RAM submission									
Committee considers report on responses to routine annual monitoring				All providers This includes conditions / monitoring due with the RAM submission								

	July 2019	August 2019	September 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	March 2020	April 2020	May 2020	June 2020
Update provider and Board on outcome of routine annual monitoring					All providers This includes conditions / monitoring due with the RAM submission							
Stakeholder engagement and communications												
Evaluate stakeholder engagement strategy												
Revise stakeholder engagement strategy												
Approve stakeholder engagement strategy												
Implement stakeholder engagement strategy												

Attachment D – Funding arrangements

The funding principles below will guide accreditation authorities, National Boards and AHPRA for the 2019/20 financial year initially. These funding principles may be reviewed under clause 6.

Item 1 – Funding Principles

These Funding Principles are to be applied by accreditation authorities, National Boards and AHPRA when they are considering and agreeing on the funding to be provided to the accreditation authority by the National Board/AHPRA for performance of the accreditation functions.

The principles aim to promote consistency, transparency and accountability for use of registrant fees to fund the accreditation function.

The National Board will provide funding through registrant fees to cover some of the indirect costs of the Accreditation Committee's activities related to program accreditation including monitoring.

The following principles will apply, in addition to the guiding principles and objectives of the National Law, and the Quality Framework for the Accreditation Functions, when the Accreditation Committee is requesting funding from the Board (funding request) and when the Board is deciding to provide funding to the Accreditation Committee (funding decision):

1. Requests for funding should be reasonable and proportionate to the activities being funded
2. The funding provided by the National Board should cover a proportion of the governance costs related to the accreditation functions
3. The funding provided by the National Board for the development and review of accreditation standards should be requested and considered separately to the funding
4. Requests for increases in funding from the previous year should not usually exceed the indexation range applicable to National Board fee increases
5. Where the Accreditation Committee considers an increase in funding above the indexation range is required, it should put the funding request and a business case supporting the increase above the indexation range to the National Board for their consideration
6. Such a request and business case should be forwarded to the National Board to enable them to have sufficient time to properly consider the funding request
7. The National Board may agree to the requested increase in funding or propose to agree to a lesser amount. Such a proposal and reasons for that proposal should be forwarded to the Accreditation Committee to enable it to have sufficient time to properly consider the proposed funding amount and reasons.
8. The National Board should agree to provide sufficient funding to enable the Accreditation Committee to effectively deliver the accreditation functions.

Item 2 – Funds

The Funds allocated by the National Board to support the work of the Accreditation Committee in the 2019/2020 financial year is \$306,000.