



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: 2012/06

Meeting date: 05 June 2012

Meeting time: 11:00

Meeting venue: AHPRA, National Office, 111 Burke St, Melbourne

Members present

Professor Genevieve Gray

Professor Con Michael

Professor Merrilyn Walton, Chair

In attendance

Mr Martin Fletcher - Chief Executive Officer

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, via teleconference (Part two, item 7.3)

Ms Deena Nunn - Executive Assistant to Chief Executive Officer, Minute Secretary

Apologies

Mr Peter Allen

Mr Michael Gorton

Mr Chris Robertson – Director, National Board Services

Part One

Item 1 Welcome and general overview

Item 1.1 Nomination of acting Chair

In accordance with Part 3, Clause 12 of Schedule 2 of the the Health Practitioner Regulation National Law, as in force in each state and territory (the National Law), in the absence of the Chair, members of the Agency Management Committee elected Professor Merrilyn Walton to preside at the 2012/06 meeting.

Item 1.2 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 next meeting

Committee members confirmed the Decisions and Actions document, from the meeting held on 1 May 2012 as a true record of the meeting.

Item 3 Current Situation

Item 3.1 Update from Chair, CEO and Members

Committee members noted the verbal update provided by Mr Fletcher including:

- A briefing on the Nursing and Midwifery annual renewal, highlighting a successful online renewal rate of over 94%. The Agency Management Committee thanked AHPRA for their work
- Current status of issues being raised in Queensland through the preliminary assessment being undertaken by the Crime and Misconduct Commission
- A recent meeting with the Hon. Ms Michelle O'Byrne, Minister for Health, Tasmania and Chair, Australian Health Workforce Ministerial Council (AHWMC)
- Ms Saunders received the award for General Excellence in the In House/Government category at the Victorian Women Lawyers/Women Barristers Association, 5th Women Lawyers' Achievement Awards. The Agency Management Committee congratulated Ms Saunders
- Correspondence from the National Health Practitioner Ombudsman, who is considering an own motion review of the national registers.

Item 3.1.1 Letter to AHWMC on Progress of AHPRA

Members noted the correspondence from Mr Peter Allen to the Chair of the Australian Health Workforce Ministerial Council, The Hon Ms Michelle O'Byrne on the implementation of the National Registration and Accreditation Scheme to May 2012.

Item 3.2 Action Summary

The Committee noted the action summary.

Item 3.2.1 Update on Profession Specific Services

The Committee noted the update provided by Mr Ilott and the work undertaken by AHPRA in consultation with National Boards to implement profession- specific services.

Item 3.2.2 Medicare update

Committee members noted the update provided by Mr O'Dempsey. AHPRA is awaiting final agreement from Medicare for a separate letter on Medicare letterhead to be sent to practitioners with an imminent lapsing registration, through the AHPRA mail house arrangements.

Item 3.2.3 Service Charter

Committee members noted the update provided by Mr Fletcher including the additional steps taken to gain community input and the intent to implement the Service Charter from early 2012/13.

Item 3.2.4 Publication of registration statistics

Mr O'Dempsey provided the Committee with an update on the publication of registration statistics on National Board websites. Future statistics will be published on a quarterly basis.

Item 4: Items for Decision/Discussion

Item 4.1 Remunerating Chairs for Cross Board activities

Mr Ilott provided an update to Committee members. The Committee:

1. Approved the definition of cross-Board activities as being those activities that relate to all or most National Boards and are endorsed by AHPRA as activities primarily for the benefit of the National Scheme
2. Approved the Chairs Forum and the formal sub-committees as 'cross-Board activities' that should be charged to an AHPRA cost centre from the commencement of the 2012/13 financial year
3. Noted the range of other 'finance matters' that the Chairs Forum has identified for further consideration and advice.

Item 4.2 2012-2013 Health Profession Agreements

Mr Ilott provided a report to the Committee on the progress of the 2012/13 Health Profession Agreements. The Committee:

1. Endorsed the approach to the 2012/13 Health Professions Agreement
2. Noted the intention to publish the Agreements, once finalised.

Item 4.3 2012-2013 Business Plan

Mr Fletcher provided the Committee with an update of the 2012/13 Business Plan.

The Committee:

1. Endorsed the 2012/13 Business Plan, subject to finalisation of the budget
2. Noted further advice to be provided in prioritising initiatives identified in the Business Plan.

Item 4.4 Review of Administrative Complaints Policy

Committee members noted the update provided by Mr Fletcher.

The Committee endorsed the revised AHPRA Complaints Handling Policy and Procedure, noting the proposed amendment to waive charges for FOI requests in the public interest where an application is received in the context of an administrative complaint.

Item 5 Performance Reporting and Risk Management

Item 5.1 Operational Update

Committee members noted the business operations reports for April 2012.

Mr Fletcher provided information about the Strategic Data Committee including their proposed work on service benchmark data around the timeliness of processes for managing notifications.

Item 5.2: Business Improvement Portfolio Report

Mr O'Dempsey provided an update on the Business Improvement Portfolio Report, noting that the audit pilot is complete and ready for sign off by National Boards.

The Committee noted the programme and project report. The Committee expressed interest in seeing the audit pilot report, once completed.

Item 5.3 3rd quarter report on Business Plan

The Committee noted the update provided by Mr Ilott and the progress on the AHPRA business plan for the third quarter.

Item 5.4 3rd quarter HPA Report

The Committee noted the report on performance against the Health Practitioner Agreement performance standards for the third quarter (January – June 2012).

Item 6: Items for Noting

Item 6.1: Key Issues from May Board Meetings

Committee members noted the verbal update provided by Mr Fletcher including:

- An upcoming workshop between the Nursing and Midwifery Board of Australia and AHPRA in preparation for the Board 2012/13 work plan
- Discussion to finalise the Health Profession Agreements by each National Board
- Finalising of the 2012/13 National Board work plans.

Item 6.2: Management Calendar 2011 – 2012

The Committee noted the Management Calendar 2011 – 2012.

Item 6.3: Summary of National Board Services Board Projects

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

Item 6.4: Consultation Update

The Committee noted the consultation update.

Item 6.5: NRAS 2012 Combined meeting update

Members noted the provisional program for the NRAS 2012 Combined Meeting.

Mr Fletcher thanked Professor Walton for proposing the idea to hold a debate which has been included in the program.

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Close

There being no further business, the Chair thanked the members for their participation and declared the meeting closed at 2:35pm

Next meeting

The next meeting of the Agency Management Committee will be held on 3 July 2012 at the AHPRA National Office, 111 Bourke Street, Melbourne, commencing at 10:00am.