




Attachment C – Work Plan

Key  Action required  As required

	Jul 2021	Aug 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	March 2022	April 2022	May 2022	June 2022
Meetings												
Committee meetings (face-to-face)								TBC			TBC	
Committee meetings (tele/videoconference)	27 ^{1/2}			21								
Accreditation Committee Chairs' meetings		TBC				TBC		TBC			TBC	
Exec Meetings (Board and Committee Chair)		TBC			TBC				TBC			
Health Profession Accreditation Collaborative Forum meetings	To be confirmed											
Business processes and procedures												
Recruit assessors												
Assessor Training	Online											
Approve routine annual monitoring package												
Confirm indicative 2022-2023 budget and workplan							OOS					
Annual review and forward planning								2021 CY				
Report to Board against KPIs												
Accreditation Risk Framework development	Drafting		Feedback	Drafting	Finalising		Confirm					

	Jul 2021	Aug 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	March 2022	April 2022	May 2022	June 2022
Assessment of programs of study												
Receive application for accreditation assessment		QUT BMI	UniSYD BASci and MDR							Deakin		CQU
Evaluate application	CSU		QUT BMI	QUT BMI UniSYD BASci and MDR	UniSYD BASci and MDR		UniSYD BASci and MDR			Deakin	Deakin	Deakin
Site Visit (physical/videoconference)		CSU			QUT BMI			UniSYD BASci and MDR				
Draft accreditation report writing and fact check	RMIT	RMIT	CSU RMIT	CSU	CSU		CSU QUT BMI	QUT BMI	QUT BMI UniSYD BASci and MDR	QUT BMI UniSYD BASci and MDR		
Decision on accreditation and proposed conditions (previously known as preliminary decision)				RMIT				CSU			QUT BMI UniSYD BASci and MDR	
Confirm accreditation decision					RMIT			CSU			QUT BMI UniSYD BASci and MDR	
Notice to provider and report to Board on accreditation decision					RMIT				CSU			QUT BMI UniSYD BASci and MDR

	Jul 2021	Aug 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	March 2022	April 2022	May 2022	June 2022
Monitoring approved programs of study												
Receive responses to routine annual monitoring (RAM)/specific monitoring (SM) including transition requirements from 2013 AS to 2019 AS		2021 RAMS (8Eps)										
Evaluate responses to routine annual monitoring (RAM)/specific monitoring (SM) including transition requirements from 2013 AS to 2019 AS- prepare report		2021 RAMS (8Eps)	2021 RAMS (8Eps)									
Committee considers report on responses to routine annual monitoring (RAM)/specific monitoring (SM) including transition requirements from 2013 AS to 2019 AS				Deakin SM Monash MRT UCanberra 2021 RAMS (8Eps)								
Update provider and Board on outcome of routine annual monitoring/specific monitoring including transition requirements from 2013 to 2019 AS				Deakin SM Monash MRT UCanberra 2021 RAMS (8Eps)								
Stakeholder engagement												
Approve stakeholder engagement framework												
Implement stakeholder engagement framework												
Evaluate stakeholder engagement framework												
Revise stakeholder engagement framework											To Chairs' meeting	

Attachment D – Funding arrangements

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 2021/2022 financial year is \$190,044.