

Attachment C – Chinese Medicine Accreditation Committee 2019/2020 workplan

Key Action required As required

	July 2019	August 2019	Sept 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	March 2020	April 2020	May 2020	June 2020
Committee meetings	11 th half day by teleconference				14 th and 15 th (1/2)		March date TBC. Budget provides option for one more meeting. (Committee to confirm 2020 meeting dates at 2019-11 meeting)					
Teleconference meetings												
Business processes and procedures												
Confirm indicative 2020/2021 and workplan												
Confirm indicative 2020/2021 budget												
Assessor Training		13 th										
Annual review and forward planning												
Planning for implementation of revised accreditation standards and revised professional capabilities												
Approve 2020 annual declaration package												
Report against quality framework												
Disclosure of conflict of interest												
Recruit assessors												
Monitoring approved programs of study												
Receive response to conditions and specific monitoring	ECNH RMIT (2) (with ADs)	SSNT			UTS							

	July 2019	August 2019	Sept 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	March 2020	April 2020	May 2020	June 2020
Evaluate response to conditions and specific monitoring	ECNH RMIT (2) (with ADs)	ECNH RMIT (2) (with ADs) SSNT			UTS	UTS						
Committee considers evaluation of responses to conditions and specific monitoring	SITCM				ECNH RMIT (2) (with ADs) SSNT				UTS			
Update provider and Board on outcome of monitoring		SITCM				ECNH RMIT (2) (with ADs) SSNT				UTS		
Receive annual declarations	All providers											All providers
Evaluate annual declarations	All providers	All providers	All providers									All providers
Committee considers evaluation of annual declarations					All providers							
Update provider and Board on outcome of annual declarations						All providers						
Provider self-assessment against revised accreditation standards that are new requirements												All providers
Other functions												
Review accreditation standards, including consultation												
Advise Board of issues in education and practice which may impact on programs												
Stakeholder engagement												
Implement stakeholder engagement strategy												
Evaluate stakeholder engagement strategy												
Revise 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 \$172,517.