



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

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**Meeting number:** 2013/03

**Meeting date:** 19 March 2013

**Meeting time:** 10.00am – 2:00pm

**Meeting venue:** AHPRA National Office, Level 7, 111 Bourke Street, Melbourne

### Members present

Mr Peter Allen, Chair

Mr Michael Gorton

Professor Genevieve Gray

Professor Con Michael

Professor Merrilyn Walton

Ms Karen Crawshaw (not present for item 6.1.1)

Mr Ian Smith

### In attendance

Mr Martin Fletcher – Chief Executive Officer

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

Ms Dominique Saunders – General Counsel

Ms Kym Ayscough – National Coordinator, Regulatory Operations, and NSW State Manager

Mr John Illott – Director, Finance and Corporate Operations

Mr Chris Robertson – Director, National Board Services

Mr Geoff Linton – Chair, Audit and Risk Committee (for item 6.1.1)

Ms Deena Jones - Executive Assistant to Mr Martin Fletcher, Minute Secretary

## **Item 1 Welcome and general overview**

The Chair opened the meeting at 10.00am.

### **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 conflict of interest was declared.

## **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 from the meeting held on 7 February 2013 as a true record of the meeting.

### **Item 2.2 Action Summary**

Committee members noted the Action Summary for March 2013.

## **Item 3 Current Situation**

### **Item 3.1 Update from Chair, CEO and Members**

Committee members noted the update provided by Mr Fletcher including:

- Further work is being undertaken on the draft policy about notifications relating to a Board Member.
- An update on Queensland including:
  - the follow up to the recommendations made by Mr Richard Chesterman, including the independent legal review undertaken by Mr Jeff Hunter SC and subsequent referral of matters to the Queensland Police, and the panel review of the notifications process including current and prior law matters
  - the recent correspondence from Minister Springborg seeking feedback on options to amend legislation to strengthen the health complaints management system in Queensland.
- Members endorsed a multi-faceted strategy to encompass:
  - the offer of additional information to the panel review of the notifications process to provide factual information which may provide greater context for their final report
  - development of information for the Queensland Minister in response to his request to provide acceptable options for reform. This will be circulated out of session for Agency Management Committee comment, as well as consultation with Chairs
  - commissioning an immediate review of matters underway in Queensland by an independent reviewer, with a particular focus on medicine
  - additional assurance to the Management Committee in relation to the timeliness of notifications management in other state and territory offices including further analysis of data and statistics
  - further development and implementation of regular reporting of performance with clear KPIs
  - addressing outstanding issues in relation to consistency of processes to support timely Board decision making.
- An update on enterprise bargaining in Western Australia noting that the Fair Work Commission handed down its decision on the appeal successfully brought by the Community and Public Sector Union (CPSU). The decision is being examined and next steps are being explored.
- The recent sentencing of James Peters including an update on the legal action and wider follow up within AHPRA. This includes further advice on the implications of potential follow-up legal action impacting on AHPRA. Members also noted that a working group has been set up in relation to national policies and procedures for management of impaired practitioners.

### **Item 3.1.1 Submissions to Victorian Legislative Council Inquiry**

Members noted the update provided by Mr Fletcher including the scheduled public hearing of the Legal and Social Legislative Committee on 17 April and the invitation from the Committee to AHPRA and National Boards to appear.

#### **Item 4: Performance Reporting and Risk Management**

##### **Item 4.1 HPA Operational Update**

Members noted the Schedule 5 Health Profession Agreement reports for February and Mr O'Dempsey provided members with an update including that:

- AHPRA has received 1,144 more notifications in 2012/13 and finalised 608 more notifications than for the same period in 2011/12. This is an increase of 40% on received and 26% on finalised notification matters
- Grade of service within customer service teams has seen a significant improvement in February.

The Committee discussed the growing rate of notifications and endorsed the need for additional resources to respond to this trend, while ensuring appropriate productivity gains are delivered. Issues such as appropriate investigator workloads need to be considered.

The Committee requested further reports to analyse notifications performance across state and territory offices by profession and full time employment data by function, by office.

##### **Item 4.2 Business Improvement Portfolio Report**

Members noted the update provided by Mr O'Dempsey about the programs of work within Business Improvement and Innovation including:

- that a targeted request for tender has been sent out for the intranet/internet strategy development, and is expected to be finalised by mid-March
- the practitioner audit project is currently finalising the report for phase 2 audit and the Nursing and Midwifery pilot (phase 2) is due to commence with the start of the renewal campaign in April 2013
- the Psychology exam is on track for implementation by July 2013
- the Health Workforce Australia workforce survey tool is on track for implementation by 1 July 2013.

##### **Item 4.3 Additional information on Prior Law matters**

Members noted the status of those notification matters currently on hold and the identified reasons.

##### **Item 4.4 HPA 1<sup>st</sup> quarterly report on data**

Members noted the update provided by Mr O'Dempsey and the Notifications Quarterly Report, for the period October – December 2012.

#### **Item 5 Business Items**

##### **Item 5.1 National Board Issues**

###### **Item 5.1.1 Issues arising, February Board meetings**

Members noted the update provided by Mr Robertson on the review of standards and guidelines which are progressing to consultation.

Mr Robertson provided a brief update on progress in working with the Office of Best Practice Regulation.

##### **Item 5.2 International Criminal History Checks**

Mr O'Dempsey provided members with an update on the policy issues for the introduction of international criminal history checks noting that policy options are being considered by National Boards at the March round of meetings before the commencement of a 2<sup>nd</sup> round preliminary consultation with stakeholders.

##### **Item 5.3 Future funding – National Health Practitioner Ombudsman**

Members noted the correspondence from the Chair of the Australian Health Workforce Ministerial Council (the Ministerial Council) and the draft response which was provided to National Boards for consideration in February 2013 and for which they provided strong support

Members approved the draft response, subject to some wording amendments in relation to the interface of funding and independence.

**Item 5.4 Consolidation on Data Access and Research**

Members noted the National Registration and Accreditation Scheme consultation on Data Access and Research Policy which is currently out for public consultation.

**Item 5.5 Consistency Roadmap**

Members noted the update provided by Mr Fletcher and the planned initiatives to achieve consistency in delivery of core regulatory functions across the National Scheme.

**Item 5.6 Gifts, Benefits and Hospitality Policy**

Members approved the draft Gifts, Benefits and Hospitality Policy, subject to some minor re-phrasing.

**Item 5.7 Management Calendar 2013/14**

Members noted the progress in accordance with the management calendar to end February 2013.

**Close**

There being no further business, the Chair thanked the members for their participation and declared the meeting closed at 2.05pm.

**Next meeting**

The next meeting of the Agency Management Committee will be held on Wednesday 1 May 2013 at the AHPRA National Office, Level 7, 111 Bourke Street, Melbourne, commencing at 10:00am.