

Schedule 3 – Work Plan

In addition to the Accreditation Functions outlined in Schedule 2, the Accreditation Authority's Work Plan for the period 1 July 2024 to 30 June 2025 includes:

Managing the re-accreditation processes

- Federation University
- James Cook University
- Monash University
- The University of Adelaide
- The University of New South Wales
- The University of Sydney
- The University of Tasmania
- University of Technology Sydney
- Victoria University

Managing the new accreditation processes

- Southern Cross University
- University of the Sunshine Coast
- University of Notre Dame Australia (Sydney campus)

Monitoring of programs

All other accredited programs which are not undergoing re-accreditation will be monitored for progress on conditions of accreditation (where applicable), enrolment data, resourcing, staffing and clinical education placements.

Assessment of overseas qualified physiotherapists

A projected 1,173 new candidates are expected to begin the assessment process through the Council's assessment pathways.

The key assessment related activities that the Council will continue performing in 2024/2025 include:

- eligibility assessments
- cultural safety training
- written assessments
- clinical assessments

The Council is undertaking a series of projects to ensure the assessment suite is appropriate and fit for purpose in the current regulatory environment, and will collaborate with the Physiotherapy Board of Australia on its findings and potential implementation.

Activities that address the Priorities in the agreement

The Accreditation Authority will:

- Include an accreditation assessor who identifies as Aboriginal and/or Torres Strait Islander on every Accreditation Assessment Panel to strengthen the assessment of entry-level programs in terms of the development of graduates who are culturally safe to practice and to ensure the provision of a culturally safe learning environment.
- Leverage the expertise of accreditation committee members who identify as Aboriginal and/or Torres Strait Islander to improve accreditation processes to strengthen the development of cultural safety for graduates.
- Continue accreditation panel member training and the development of accreditation guidelines for accreditation assessors and committee members.
- Engage with CPDANZ to ensure that the principles of interprofessional learning and practice continue to develop in physiotherapy program delivery.

- Share good practice - active participation in the Health Professions Accreditation Collaborative Forum, sharing accreditation resources and collaborating on agreed principles.
- Governance - maintain appropriate systems to facilitate data collection and storage, provide appropriate reporting, monitor performance and risks, engage a broad range of committee and panel members to facilitate debate.
- Transparency and accountability - publish policies and procedures, adhere to all reporting requirements.
- Respond to health and workforce priorities - continue to work with key stakeholders to develop appropriate solutions to ensure the development of an entry-level physiotherapy workforce, safe to practice.
- Reduce regulatory burden and duplication - work with key stakeholders to continuously improve accreditation processes; undertake annual survey of stakeholders to gain insights into opportunities for improvement.
- Develop and maintain the online accreditation portal to facilitate ease of use for Education Providers and provide a tool to streamline the assessment and reporting on applications and monitoring reports.

Schedule 4 – Funding arrangements

The Funding Principles below will guide accreditation authorities, National Boards and Ahpra for the 2024/25 financial year initially. These Funding Principles may be reviewed under clause 6.

The 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 Funding Principles aim to promote consistency, transparency and accountability for use of registrant fees to fund the Accreditation Function.

Ahpra, in consultation with the National Board, will provide funding through registrant fees to enable the accreditation authority to manage its business and risks by covering some of the indirect costs of activities related to program accreditation, including monitoring.

The following Funding Principles will apply, in addition to the guiding principles and objectives of the National Law, and the Quality Framework for the Accreditation Functions, when an accreditation authority is requesting funding from a National Board/Ahpra (**Funding Request**) and when a National Board/Ahpra decide to provide funding to an accreditation authority (**Funding Decision**):

1. requests for funding should be reasonable and proportionate to the activities being funded.
2. the funding provided by the National Board/Ahpra should cover a proportion of the governance costs related to the accreditation functions.
3. the funding provided by the National Board/Ahpra for the development and review of accreditation standards should be requested and considered separately to the funding of other Accreditation Functions.
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 an accreditation authority 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 Ahpra and the National Board for consideration.
6. such Funding Request and business case should be forwarded to Ahpra and the National Board by 10 February or earlier each calendar year to enable them to have sufficient time to properly consider the funding request.
7. Ahpra and 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 authority to enable it to have sufficient time to properly consider the proposed funding amount and reasons.
8. Ahpra and the National Board should agree to provide sufficient funding to enable the accreditation authority to effectively deliver the Accreditation Functions through a combination of funding provided by the National Board/Ahpra and funding from other sources that is provided as a direct result of the accreditation authority being assigned and exercising statutory functions under the National Law.

Item 2 - Funds

Total base funding for the 2024/2025 financial year is: \$351,664 (ex GST).

The funding is payable in four instalments on the following dates and in accordance with clause 5.2 of the Head Agreement.

Date	GST exclusive
1 July 2024	\$87,916
1 October 2024	\$87,916
1 January 2025	\$87,916
1 April 2025	\$87,916

Item 3 – Special Project Funding

Development and review of the Accreditation Standard for Entry-Level Physiotherapy Practitioner Programs

The balance of funding for the Development and review of the Accreditation Standard for Entry-Level Physiotherapy Practitioner Programs project due in 2023/25 is \$285,466 (excluding GST). The funding is payable in four instalments on completion of each phase set out below.

Subject to confirmation from the National Board that the relevant project activities and deliverables have been completed in accordance with the Project Plan below. Ahpra will pay the corresponding instalment amount, subject to the Accreditation Authority providing a tax invoice to Ahpra in respect of the instalment.

Date	GST exclusive
Phase 1 & 2	\$57,093
Phase 3	\$57,093
Phase 4	\$114,186
Phase 5	\$57,094

Project Plan		
Phase	Project activities and deliverables	Indicative timeframes
ONE	Deliverable: - Project Scope submitted for approval of the Physiotherapy Board of Australia (PhysioBA)	April 2024
TWO	Activities: - Agreement for services with PhysioBA - Project set-up requirements completed - Professional Reference Group (PRG) and Project Steering Committee established and operational - Literature review and environmental scan commenced - Preliminary consultations (high-level discussions with key stakeholders) completed. Deliverable: - Preliminary progress report is provided to PhysioBA	June- July 2024
	20% of contract price	Tax invoice (phases 1&2)
THREE	Activities: - Discussion paper (1) is developed for broad stakeholder consultations Deliverable: - Discussion paper (1)	July – September 2024
	20% of contract price	Tax invoice (phase 3)
FOUR	Activities: - First round of stakeholder consultations - Feedback is reviewed and incorporated into discussion paper (2) - Discussion paper (2) prepared - First draft of proposed accreditation standards prepared - Paper (2) and first draft standards distributed - Second round of stakeholder consultations Deliverables: - Discussion paper (2) - First draft of proposed standards Entry Level Physiotherapy and Prescribing for Physiotherapy - Feedback analysis and response report	August – November 2024
	40% of contract price	Tax invoice (phase 4)

FIVE	Activities: - Discussion paper (3) is prepared - Second draft of proposed accreditation standards prepared - Paper (3) and second draft standards are distributed - Final round of stakeholder consultations occurs - Final draft of the proposed standards sent to Australian Physiotherapy Council Board for endorsement. - Proposed standards are sent to PhysioBA for approval Deliverables: - Proposed standards Entry Level Physiotherapy and Prescribing for Physiotherapy - Consultation report - Feedback analysis report	December 2024 – April 2025
	20% of contract price	Tax invoice (phase 5)