Attachment C – Work plan 2023-2024

	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024
Meetings												
Committee meetings			7 F2F					21 VC				TBC VC
Accreditation Committee Chairs' meetings	15			12		7		TBC		TBC		
Exec Meetings (Board and Committee Chair)				3						TBC		
Health Profession Accreditation Collaborative Forum meetings	16 Canberra			13 Melbourne Chairs & CEOs		8 Canberra		TBC		TBC		
Business processes and procedures												
Recruit assessors/Assessor Training												
Approve routine monitoring package			2024									
2024-2025 Budget and workplan								indicative			confirmed	
Annual review and forward planning								2023 CY				
Reports to Board under ToR requirements					Annual report					Exception reporting		
Accreditation Risk Framework												
Assessment of programs of study												
Receive application for accreditation assessment												
Evaluate application												

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Site visit (physical/videoconference)	ECNH x2 TBC if Physical SV or VC meetings	RMIT (Bach in teach out (TO) so no longer being assessed) TBC if Physical SV or VC meetings										
Draft accreditation report writing and fact check	SITCM	ECNH x2 SITCM	ECNH x2 RMIT		ECNH x2 RMIT	ECNH x2 RMIT	ECNH x2 RMIT					
Decision on accreditation and proposed conditions			SITCM					ECNH x2 (could be June) RMIT (could be June)				
Confirm accreditation decision				SITCM					ECNH x2 RMIT			
Notice to education provider and report to Board on accreditation decision	WSU			SITCM					ECNH x2 RMIT			
Review accreditation standards												
Monitoring approved programs of study												
Receive responses to routine monitoring (RM)/specific monitoring (SM)												2024 RM (5 Eps)
Evaluate responses to RM/SM and prepare report	2023 RM (4 EPs)											
Committee considers report on responses to RM/SM			2023 RM (4 EPs) ECNH TO RMIT TO Torrens SM UTS x2 TO									
Update provider and Board on outcome of RM/SM				2023 RM (4 EPs)								
Monitoring visits												
Stakeholder engagement												
Evaluate SEF	TBC	TBC										

	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024
Revise SEF			TBC									
Implement stakeholder engagement framework (SEF)												
Meetings/other engagement activities												