

Agency Management Committee

Meeting Number 25

10 May 2011

AHPRA, Level 7, 111 Bourke Street, Melbourne

Final decisions and actions arising

Members present

Mr Peter Allen

Mr Michael Gorton

Professor Genevieve Gray

Professor Con Michael

In attendance

Mr Martin Fletcher - Chief Executive Officer

Mr John Ilott – Director, Operations

Mr Jim O’Dempsey - National Director, Business Improvement and Innovation

Mr Chris Robertson – Director, National Board Services

Ms Dominique Saunders – General Counsel

Mr Anthony DeJong – Financial Controller (Part Two, Item 1.1)

Ms Sue Molyneux – Human Resources Manager (Part Two, Item 3)

Ms Amanda Robinson - Executive Assistant to Chief Executive Officer, Minute Secretary

Apology

Professor Merrilyn Walton

PART ONE

Item 1: Disclosure of any conflicts of interest in relation to agenda items

In accordance with Section 6(1) of Schedule 2 of the *Health Practitioner Regulation (Administrative Arrangements) National Law Act 2009* (the Act), members declare any possible conflict of interest in relation to agenda items for consideration by the Committee.

Members were advised of a possible conflict of interest with Professor Michael, concerning matters raised in Part Two, Item Two. Professor Michael advised that he would not be present when the Committee determined its position on the matter.

Item 2: Record of previous minutes

The minutes of the meeting held on 14 April 2011 were approved by the Committee as a true record of the meeting.

ACTION: NIL

Item 3: Current Situation

Item 3.1: Update from Chair, CEO and Members

Mr Allen reported:

- The public hearing of the Senate Inquiry into the administration of health practitioner registration by AHPRA took place in Canberra, Thursday 5 May.
- Mr Allen, Mr Fletcher and Dr Joanna Flynn, (Chair, Medical Board of Australia) appeared at the hearing, in the same time slot as the Department of Health and Ageing and Medicare Australia.
- AHPRA is undertaking additional analysis of the written submissions from organisations and individuals, along with the public hearings, to identify issues which may require follow-up.

Mr Fletcher reported:

- Status of discussions with jurisdictions about additional support for the National Scheme.
- Mr O'Dempsey will be meeting with the Commonwealth on 19 May to identify areas where additional resources would help, particularly in relation to ongoing work on information management and technology systems.
- Negotiations are progressing with Medicare regarding possible additional support for call handling during peak renewal periods.

The Committee discussed the updates and noted:

- A recent review of registration processes for international medical graduates will be discussed at an upcoming meeting.

ACTION: AHPRA

Item 3.1.1: Management Calendar

Members noted the updated management calendar.

ACTION: Nil

Item 3.1.2: Minutes of April Chairs Meeting

Members considered the minutes of the April chairs meeting, noting:

- The NRAS Annual Conference will be held in Sydney.
- AHPRA will be in further contact with NIB regarding their Whitecoat website to reiterate continuing concerns from National Boards about the use of testimonials.
- Further work is being undertaken on the definition and scope of public interest.

ACTION: AHPRA

Item 3.2: Action Summary

Members noted the May action summary.

ACTION: AHPRA

Item 4: Items for Decision

Item 4.1: Policy

Item 4.1.1: Next Steps in Organisational Development

Mr Fletcher provided an overview of the next steps in work on organisational development.

Members discussed and endorsed the proposal, noting the need for clarity about accountabilities and responsibilities and a clear senior management focus on national consistency of service delivery.

ACTION: AHPRA

Item 4.1.2: Specialists Register

Mr O'Dempsey provided the Committee with an overview of the strategy approved by the Medical Board of Australia to finalise the Specialists Register.

Members noted the recommendations of the report.

ACTION: AHPRA

Item 5: Performance Reporting and Risk Management

Item 5.1: Operational Update

The Committee discussed the Operational Update and noted:

- Call abandonment rates are continuing to be closely monitored.
- AHPRA will negotiate with Medicare on the possibility of implementing a mail out system, advising practitioners when they are approaching their registration expiry date and will therefore not be eligible to claim the Medicare rebate.

ACTION: AHPRA

Item 5.2: Business Improvement

Mr O'Dempsey provided the Committee with an update on the Portfolio of Business Improvement Projects.

Members noted:

- The online graduate application process is on schedule for launch, 17 May 2011.
- The online certificate delivery project is progressing and will be in place for June 2011.
- The online application status check and fee business rules are new projects, both progressing well.
- The newly 're-skinned' AHPRA website has received positive feedback.

ACTION: AHPRA

Item 6: Items for Information

Item 6.1: Key Issues from April board meetings

Item 6.1.1: Definition of practice

Members noted the paper on the definition of practice from the April National Board meetings.

ACTION: Nil

Item 6.1.2: Approach to Audit of Compliance

Members noted the paper on Audit of Compliance from the April National Board meetings.

ACTION: Nil

Item 6.1.3: Current Board Consultations

Members noted the Current Board Consultations from the April National Board meetings.

ACTION: Nil

Item 6.1.4: Update on Board appointments

Members noted the progress of the State, Territory and Regional Board appointment project.

ACTION: AHPRA