



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

Meeting number: 2015/02

Meeting date: 6 February 2015

Meeting time: 9.30am – 12:10pm

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

Members present

Mr Michael Gorton, AM, Chair

Ms Jenny Taing (present for item 2.1 and item 2.3 only)

Ms Barbara Yeoh

Professor Con Michael, AO

Mr David Taylor

Professor Merrilyn Walton AM

Mr Ian Smith, PSM

In attendance

Mr Martin Fletcher, Chief Executive Officer (not present for item 2.1)

Mr Chris Robertson, Executive Director, Strategy and Policy (not present for item 2.1)

Ms Kym Ayscough, Executive Director, Regulatory Operations, via videoconference (not present for item 2.1)

Ms Sarndrah Horsfall, Executive Director, Business Services (not present for item 2.1)

Mr Steve Marty, Chair, Pharmacy Board of Australia (present for item 2.1 and item 2.3 only)

Mr Paul Shinkfield, Chair Physiotherapy Board of Australia, Chair of Forum of Chairs (present for item 2.1 and item 2.3 only)

Ms Helen Townley, National Director, Policy and Accreditation (present for item 9.3 only)

Ms Samantha Gavel, National Health Practitioner Ombudsman and Privacy Commissioner (present for item 10.1 only)

Ms Deena Jones, Manager, Executive Secretariat (not present for item 2.1)

Apologies

Ms Karen Crawshaw, PSM

Item 1 Chair's welcome and introduction

The Chair welcomed members to the 6 February 2015 meeting.

Item 1.1 Apologies for absence

Members noted apologies from Ms Karen Crawshaw.

Item 1.2 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 1.3 Approval of agenda

Members approved the agenda.

Item 1.4 Record of previous minutes

Members confirmed the Decisions and Actions from 25 November 2015 meeting as a true and correct record of the meeting.

Item 1.5 Actions arising

Members noted the actions summary.

Item 2 Chair items

Item 2.1 CEO performance review

Mr Gorton briefed members on the scheduled midyear performance review discussion held recently with the CEO, noting the significant achievements of the past six months and agreed priorities for the coming six months.

Item 2.2 Chair's report

Mr Gorton updated members about:

- Engagement with National Boards including the Chair's attendance at National Board meetings and National Board Chair attendance at Management Committee meetings. Feedback received from National Boards has been positive.
- The status of current legal matters.
- The recent Forum of Chairs meeting which included a presentation about Multi-Profession Regulation by Dr Anna van der Gaag, Chair of the Health Professions Council – UK. (HCPC-UK).
- The need to meet with newly appointed Health Ministers to discuss the work of the National Registration and Accreditation Scheme.

Item 2.3 Invited Guest: Mr Steve Marty, Chair, Pharmacy Board of Australia and Mr Paul Shinkfield, Chair, Physiotherapy Board of Australia and Chair of the Forum of Chairs.

As the new Chair of the Forum of Chairs, Mr Paul Shinkfield, Chair, Physiotherapy Board of Australia was welcomed to the meeting.

Mr Shinkfield provided members with his view about engagement of the Management Committee with the Forum of Chairs and his intent to build upon the strong links already formed.

The Chair provided Mr Shinkfield with an open invitation to attend future meetings of the Agency Management Committee.

Mr Steve Marty, Chair, Pharmacy Board of Australia was welcomed to the meeting.

Mr Marty provided members with an overview of regulatory policy issues being considered by the Pharmacy Board of Australia as well as wider pharmacy policy developments.

The Chair thanked Mr Marty for his presentation and acknowledged Mr Marty's significant contribution to the National Scheme, noting that he is not seeking reappointment as Chair of the Pharmacy Board of Australia at the end of his current term.

Item 3 CEO report

Members noted the written and verbal update provided by Mr Fletcher including:

- Adjustments to the data reported on the number and flow of matters between the Queensland Office of the Health Ombudsman and AHPRA.
- An update on the status of the Enterprise Bargaining Agreement for ACT, Vic., WA and NT.
- An update on the Regulatory Compliance Solution project including the engagement of external consultants to carry out a review of AHPRA's regulatory processes and procedures, to identify opportunities for simplification.

Members noted the update about a specific practitioner rating website and discussed the proposed strategy to respond.

Item 4 Finance, Audit and Risk Management Committee

Item 4.1 November 2014 Financial Report

Members:

1. noted the key items identified in the November 2014 financial reports
2. noted the November 2014 consolidated income and expenditure report
3. noted the November 2014 consolidated balance sheet report for AHPRA, and
4. noted the November 2014 financial summary of National Board performance.

Item 4.2 December 2014 Financial Report

Members noted the update provided by Ms Horsfall and:

1. noted the key items identified in the December 2014 financial reports
2. noted the December 2014 consolidated income and expenditure report
3. noted the December 2014 consolidated balance sheet report for AHPRA, and
4. noted the December 2014 financial summary of National Board performance.

The Executive Director, Business Services responded to questions about how the Adelaide office fit out is being dealt with in the budget report and the contractor/staffing spend.

It was also requested that future financial reports provide clearer information about actions underway to address any budget pressures to ensure a balanced budget outcome.

Members noted the 2014-15 mid-year forecast will be presented to the Management Committee in March.

Item 4.3 Regulator Performance Framework

Members noted the October 2014 Regulator Performance Framework published by the Commonwealth of Australia.

Item 5 Performance Committee – no report

Item 6 Remuneration Committee – no report

Item 7 Business items – Business Services

Item 7.1 Progress Report on Queensland Costing Model

Ms Horsfall provided members with an update on the work of the Queensland Working Group to develop an appropriate cost and resource model. The costing model will be tested and validated across other jurisdictions.

Members:

1. noted the update on the progress of the Queensland Working Group, and
2. noted members will be asked to review and provide feedback out-of-session on the draft report in mid-February 2015.

Item 7.2 2nd quarter report on HPAs

Members noted the performance report against Health Profession Agreement performance standards for the second quarter of 2014-15.

Item 7.3 Legislative Compliance Project

Members noted that:

- AHPRA has completed an extensive legislative compliance review and draft report and is taking steps to put its findings into effect and
- the draft report will be considered by the Finance, Audit and Risk Management Committee ahead of presentation to the Management Committee for approval.

Item 7.4 Aboriginal and Torres Strait Islander Health Practice Board of Australia (ATSIHPBA) – fees business case

Members endorsed the ATSIHPBA fees business case that seeks additional funding from the Australian Health Ministers Advisory Council (AHMAC).

Members requested further information about the net cost to the Board for the exercise of the accreditation function.

Members noted the Health Workforce Principal Committee (HWPC) of AHPRA will discuss the ATSIHPBA business case at its upcoming meeting on 11 February.

Item 8 Business items – Regulatory Operations

Item 8.1 National Board Survey and Regulatory Operations Workplan

Members noted the survey outcomes and the Regulatory Operations Directorate Strategic Work Program which has been developed taking account of this feedback.

Members requested an update on the work program in relation to improving the notifier experience.

Item 8.2 Legal Update

Members noted the legal update.

Item 9 Business items – Strategy and Policy

Item 9.1 Strategic Review of Health Profession Agreements (HPAs)

Mr Robertson provided members with an update on the work underway to review HPAs, including the work to more clearly delineate the core service delivery of AHPRA to National Boards.

Mr Taylor will provide further suggestions on how the joint commitment to cost efficiency could be reflected in a revised HPA.

Members also suggested a strengthened reference to all other entities being committed to acting in the best interests of the National Scheme, as a whole.

Members:

1. noted the revised Health Profession Agreement which incorporates initial feedback from Boards and relevant National Directors after a consultative process
2. approved the revised Health Profession Agreement 2015-16 for further consultation with Boards at their February 2015 meetings, and
3. agreed once the final version is approved by the Management Committee in April 2015, it should be rolled out across all Boards.

Item 9.2 Update on multi profession work

Members

1. noted the briefing paper for the multi professions regulation project tabled at the December 2014 meeting of the Forum of Chairs of National Boards
2. noted that work has commenced to explore the potential for a consolidation of immediate action committees across the nine lower regulatory volume boards, as part of the multi-profession regulation project, and
3. noted that a series of workshops has been planned, involving AHPRA staff from relevant directorates, National Board representatives and a HPCA representative to explore this issue and develop a model for advancing this initiative.

Item 9.3 Presentation from Health Care Professions Council – UK (HCPC-UK) visit

Ms Helen Townley, National Director, Policy and Accreditation provided members with a presentation about observations from the pilot HCPC-UK/AHPRA exchange.

It was noted that the HCPC will be sending a staff member on exchange to Australia during 2015.

Item 10 Strategic items

Item 10.1 Meeting Ms Samantha Gavel, National Health Practitioner Ombudsman and Privacy Commissioner

Ms Samantha Gavel, National Health Practitioner Ombudsman and Privacy Commissioner was welcomed to the meeting.

Ms Gavel provided members with an overview of the challenges and issues in her role as the National Health Practitioner Ombudsman and Privacy Commissioner. Ms Gavel highlighted her commitment to establishing constructive working relationships with AHPRA in order to build ongoing confidence in the work of the National Scheme.

The Chair thanked Ms Gavel for her observations and reflections.

An invitation was extended to the Ombudsman to meet regularly with the Management Committee.

Close

With no further items to discuss, the Chair called the meeting to a close at 12.10pm.

Next meeting:

The next meeting of the Agency Management Committee will be held on 17 March 2015 via teleconference.

References in these papers to the National Law refer to The Health Practitioner Regulation National Law, as in force in each state and territory (the National Law).

All papers prepared by the Australian Health Practitioner Regulation Agency.