



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: 2015/12

Meeting date: 15 Dec 2015

Meeting time: 10:00 – 11:00 NRAS Review discussion (Part two)
11:00 – 14:30 Business meeting (Part one)

Meeting venue: AHPRA National Office.

Members present

Mr Michael Gorton, AM, Chair

Ms Jenny Taing

Mr David Taylor

Ms Barbara Yeoh

Mr Ian Smith, PSM

Professor Merrilyn Walton AM

Ms Karen Crawshaw, PSM

In attendance

Mr Martin Fletcher CEO

Mr Chris Robertson, Executive Director, Strategy and Policy

Ms Kym Ayscough, Executive Director, Regulatory Operations

Ms Sarndrah Horsfall, Executive Director, Business Services

Mr Paul Shinkfield, Chair Physiotherapy Board of Australia; Chair, Forum of National Board Chairs. (not present for items NRAS Review 1 and 2)

Ms Deena Jones, Manager, Executive Secretariat

Apologies

Nil

Part 1 Business Meeting

Item 1 Chair's welcome and introduction

The Chair welcomed members to the 15 December 2015 Agency Management Committee meeting.

Item 1.1 Apologies for absence

Nil.

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.

On 9 December 2015, Mr Michael Gorton disclosed he has been appointed by the Victorian Government to the Board of Ambulance Victoria.

On 15 December 2015, Mr Ian Smith disclosed he has been appointed as the "Interim Chair" of the new East Metropolitan Health Service Board in Western Australia.

Should a related matter ever come in front of the Agency Management Committee, Mr Gorton and Mr Smith shall declare a conflict of interest in the usual manner and in accordance with Clause 8 of Schedule 2 of the Health Practitioner Regulation National Law.

Item 1.3 Approval of agenda

Members approved the agenda.

Item 1.4 Record of previous minutes

Members confirmed Decisions and Actions from the 17 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's report

Mr Gorton updated members about:

- A recent interview, with KPMG, to inform the review being carried out of the notifications management process within Victoria.
- A recent visit to the AHPRA Qld office and an opportunity to meet with local staff. Members supported the suggestion of the Chair for the Committee to meet key Victorian AHPRA staff in early 2016.
- Recent engagement with National Board Chairs, Accreditation Authority Chairs and CEOs and senior AHPRA staff to discuss accreditation issues, the NRAS Review and desired outcomes from the planned further review. The meeting was facilitated by Mr Kim Snowball, Independent Reviewer, NRAS review.
- Attendance at the December 2015 National Forum of Chairs face to face meeting.
- A meeting with Ms Barbara Yeoh, Chair, Finance, Audit and Risk Management Committee to review arrangements for managing equity and equity policy following a recent review by Deloitte. Members noted further advice will be provided about any constraints in the National Law concerning borrowing powers of AHPRA and the need for clarity in relation to the concept of solvency, as it pertains to specific National Boards.
- Arrangements for the International Association of Medical Regulatory Authorities (IAMRA) 12th Internal Conference on Medical Regulation are progressing. The Conference will take place in Melbourne from 20 – 23 September 2016.
- A recent meeting, along with Ms Jenny Taing, with Price, Waterhouse, Coopers to inform the review being carried out concerning remuneration and the approach to staff classification.

Members noted Mr Fletcher's recent correspondence to Ms Kym Peake, Secretary, Department of Health and Human Services, Victoria about the provision of the AHPRA Practitioner Information Exchange service (PIE). Correspondence to Ms Peake will be circulated to members out of session. Members proposed that an update is also provided to The Hon. Jill Hennessey, MP, Minister for Health, Minister for Ambulance Services, Victoria.

The Chair and members congratulated member, Ms Barbara Yeoh on her recent award as Chair of the Year for her role as Chair, Monash Health.

Item 2.1 Paul Shinkfield, Chair, Forum of National Chairs; Chair

Mr Paul Shinkfield, Chair of the Forum of Chairs was welcomed to the meeting.

Mr Shinkfield provided members with an update of issues being considered by the Forum of Chairs since the update to the Committee in August 2015, and since Health Ministers released a communiqué of their decisions and actions in relation to the NRAS review.

Members noted Mr David Swan, Chair, Australian Health Ministers' Advisory Council (AHMAC) and Ms Barbara Levings, Secretary, COAG Health Council and AHMAC Secretariat, met with the Forum of Chairs in December 2015 to discuss NRAS review recommendations.

Mr Shinkfield also provided members with an update of the Physiotherapy Board of Australia's discussion in relation to the NRAS review recommendations.

Members noted that Mr Shinkfield has tendered his resignation, as National Board Chair, to the Australian Health Workforce Ministerial Council (AHWMC) effective 23 January 2016. Mr Gorton thanked Mr Shinkfield for his constructive leadership skills as both a Board Chair and Chair of the Forum of Chairs, particularly during the NRAS Review process. The Committee congratulated Mr Shinkfield on his new appointment, with AHPRA, as National Director, Strategy and Research, which will commence in late January 2016.

Item 3 CEO report

Members noted the CEO report and the update provided by Mr Fletcher including:

- The draft KPMG report 'Review of notification systems and processes' in Victoria has been received and is undergoing further review and refinement by KPMG. KPMG will meet with The Hon. Jill Hennessey, MP, Minister for Health, Minister for Ambulance Services, Victoria on 16 December 2015. Once the final report is available, it will be circulated to members out of session. Members noted discussion about key recommendations in the report and the management response will be scheduled for the February 2016 meeting.
- On 27 November 2015, Dr Nitschke surrendered his registration and is no longer registered as a medical practitioner in Australia.
- A briefing on a review of compliance matters which has been conducted in the ACT after issues in the management of compliance cases were identified.

Members expressed significant concerns about this occurrence and sought additional assurance about the steps which have been taken to manage and mitigate any risk. It was agreed that this report would be provided out of session. Further analysis will also be undertaken on notifications received during this period.

It was also agreed that a report analysing the root causes would be provided for discussion at the February meeting of the Management Committee. This would consider issues related to compliance processes and systems, human resource policies and procedures, reporting systems and the management response. The Committee was keen to assure the wider integrity of compliance processes and systems in all offices, given the importance of this work for managing identified risks.

- Members noted a further report of the People and Culture program of work will be provided.

Item 4 Finance, Audit and Risk Management Committee (FARM Committee)

Members noted the draft decisions and actions of the FARM Committee meeting, 16 November 2015.

Item 5 Performance Committee

Item 5.1 Performance Committee reports 13 November 2015

Members noted the draft decisions and actions of the Performance committee meeting, 13 November 2015.

Item 6 Remuneration Committee

Members noted the Remuneration Committee is scheduled to meet in June 2016.

Item 7 Business items – Business Services

Item 7.1 Fraud and Corruption Policy

Members approved the Fraud and Corruption Control Policy.

Item 7.2 Options for funding of ATSIHPBA

Members noted the proposed options for funding the Aboriginal and Torres Strait Islander Health Practice Board of Australia (ATSIHPBA) from 30 June 2016, given that the current government subsidy is unlikely to continue.

Members noted the consultation currently underway with National Boards on the funding options. The Management Committee was attracted to the idea of a small levy on each registered health practitioner, but was willing to support the preferred option identified by boards.

The Committee emphasised that further advice to Health Ministers about the funding options should make explicit that, any option which involves using National Scheme funds, will require moving away from the principle of no cross subsidisation.

Item 7.3 Enterprise Agreement update

Members noted and discussed the changes AHPRA intends to make to the existing enterprise agreements as a basis for negotiating a new national agreement. Any new agreement will need to pass the 'better off' overall test.

Members supported the changes proposed and noted the negotiation period is scheduled to commence in February 2016.

Item 7.4 Co-regulation costs in Qld 2014/15

Members noted the update on work currently being undertaken in relation to the reconciliation of funds provided to the Queensland Office of the Health Ombudsman following the correspondence received from the Queensland Health Ombudsman about reconciliation of funding in the 2014/15 financial year.

Members were advised of correspondence received on 15 December 2015, from the Queensland Health Minister, Cameron Dick, MP, in relation to the determination of fees to be paid from the National Scheme to the Queensland Health Ombudsman for the 2015/16 financial year.

Members noted the correspondence will be circulated out of session and that it will assist with the work currently being undertaken to further AHPRA's assessment of the costs of co-regulation in Queensland.

Item 7.5 Change Management Framework

Members noted the draft Change Management Framework which has been prepared to provide guidance on AHPRA's methodology including principles, strategies and success factors for our leaders and employees involved in managing and participating in change as part of the overall Transformation Program.

Item 7.6 Business Intelligence – interim state

Members noted the Business Intelligence Interim State that has been developed. Further information was sought on the 'roadmap' of initiatives and projects being undertaken and planned to support the business intelligence strategy.

Item 8 Business items – Regulatory Operations

Item 8.1 Preliminary outcomes of consultation on 'white paper' on new operating model

Members noted and discussed the preliminary outcomes following staff consultation on the "white paper" on the new operating model for AHPRA's core regulatory functions.

Item 8.2 Update on actions to improve the practitioner and notifier experience

Members noted the update on actions underway and proposed and the response to the Australian Medical Association on actions to improve practitioner experience.

Members commented on the need to accelerate and drive this program of work and requested that the next progress report clearly demonstrates the desired outcomes that will be achieved within the timeframe for completion of June 2016 (while recognising the longer term cultural change aspects of this work).

Item 8.3 Legal update

Members noted the legal update for December 2015.

Item 8.4 Notifications risk assessment framework

Members noted the draft framework for assessing risks associated with the notifications and escalation process and that a trial using the principles will shortly commence.

Item 9 Business Items – Strategy and Policy

Other business

Close

With no further items to discuss, the Chair called the meeting to a close at 14:35.

Next meeting:

The next meeting of the Agency Management Committee will be held on 16 February 2016, at the AHPRA National office.

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.