

## Information guide

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December 2020

### Call for applications: expressions of interest for inclusion in the list of approved clinical assessors for the Chinese Medicine Board of Australia

This guide includes information for individuals applying for inclusion in the Chinese Medicine Board of Australia's (CMBA or the Board) list of approved clinical assessors, including:

- information about the role
- selection criteria
- selection process, and
- sitting fees and remuneration information.

#### Introduction

The Board is seeking expressions of interest from suitably qualified and experienced individuals across Australia, to be included in the Board's list of approved clinical assessors. Subject to outcomes of this expression of interest process, the Board intends to include 20 – 25 approved clinical assessors in the list.

#### Purpose

Approved clinical assessors will act as examiners for the CMBA objective structured clinical examination (OSCE) for overseas qualified Chinese medicine acupuncturists and Chinese herbal medicine practitioners who apply for registration in Australia.

#### What is involved

If the Board identifies you are suitable, before being added to the Board's list of approved clinical assessors you will be required to:

- confirm you are available to act as an examiner for CMBA OSCEs in Sydney or Melbourne at least once a year, and
- complete clinical assessor training conducted by the Board and Ahpra in Sydney or Melbourne.

If you are added to the Board's list of approved assessors, Ahpra staff will contact you to check your availability to act as an examiner for each CMBA OSCE session and identify whether you have any real, perceived or potential conflicts of interest with the candidates allocated to that session.

#### Selection criteria

The application form requires you to respond to each of the following items:

1. **Currently registered without conditions, with the Chinese Medicine Board of Australia:** ideally as both an acupuncturist and as a Chinese herbal medicine practitioner
2. **Has experience as a clinical examiner/assessor** for Chinese medicine students in Australia
3. **Has extensive knowledge and experience** of Chinese medicine acupuncture practice and/or Chinese herbal medicine practice within the Australian health care system

4. **Displays integrity:** is ethical, committed, diligent, prepared, organised, professional, principles-based and respectful, values diversity, and shows courage and independence.
5. **Thinks critically:** is objective and impartial, uses logical and analytical processes, distils the core of complex issues and weighs up options.
6. **Communicates constructively:** is articulate, persuasive and diplomatic, is self-aware and reflects on personal impact and effectiveness, listens and responds constructively to contributions from others.
7. **Applies expertise:** actively applies -
  - knowledge of Chinese herbal medicine and/or acupuncture practice in Australian health care system; and
  - knowledge and experience as a clinical assessor for Chinese medicine students in Australia.
8. **Follows prescribed procedures and process:** is compliant, and ensures consistent approach is followed in assessing applicants.

## Selection process

The Board will convene a Selection Advisory Panel to assess all applications.

Applicants may be interviewed or otherwise assessed to ensure that they have the necessary skills, knowledge and attributes for the role of clinical assessor.

Applicants are required to provide information on whether they are current members of other government or statutory bodies.

### Referee reports

Referee reports are an important part of the selection process and at least one report will be obtained for all potentially suitable applicants. Applicants are asked to nominate two referees who can support their application relevant to the selection criteria.

## Roles and responsibilities of clinical assessors

Approved clinical assessors will act as examiners for the CMBA objective structured clinical examination (OSCE) for overseas qualified Chinese medicine acupuncturists and Chinese herbal medicine practitioners who apply for registration in Australia.

Clinical assessors are required to act within the powers and functions set out in the National Law.

### Confidentiality

Clinical assessors are required to comply with the confidentiality requirements of section 216 of the National Law. Any information that comes to an assessor's knowledge, in the course of, or because of the member's role is protected information and must not be disclosed or made allowed to be disclosed to another person, organisation or entity.

### Conflict of interest

Clinical assessors are to comply with the conflict of interest requirements set out in, Clause 8 of Schedule 4 of the National Law.

### Statutory protections

Under section 236 of the National Law, members of the National Boards and Committees are provided with appropriate statutory immunities for exercising their functions in good faith.

## Remuneration

Clinical assessors will be paid for acting as an examiner and for attending clinical assessor training. The daily fee paid to clinical assessors (as at 1 July 2020) will be \$585. For activities that are less than 4 hours, half the daily fee is paid.

## Expenses

Travel, accommodation and incidentals such as meals during OSCE sessions are paid. More information on expenses and the process of payments and claims will be provided by the Ahpra staff upon approval of each clinical assessor.

## Government or statutory employees

Ahpra recognises that government and statutory employees may be bound by their employer policy regarding payment for employment undertaken outside of the employer which may alter the way members are paid.

We recommend applicants consult with their employer prior to applying to ensure an acknowledgement of permission can be provided from their employer, allowing them to be appointed as a clinical assessor, and/or receive remuneration, should they be successful.