

Prevocational Standards Accreditation Committee

The Prevocational Standards Accreditation Committee (PreVAC) oversees the AMC's role in setting standards for elements of the prevocational phase of the medical education continuum. These responsibilities relate to setting and assessing that the following standards are met:

- standards for the first postgraduate year, the internship, that must be completed for graduates of Australian and New Zealand medical programs accredited by the AMC and approved by the Medical Board of Australia to be eligible for general registration, and
- standards for processes provided by other organisations to assess the performance of international medical graduates seeking to practise medicine in Australia, such as workplace-based assessment and pre-employment structured clinical interviews.

The AMC's responsibilities do not include setting standards for the period of supervised practice completed by international medical graduates (IMGs) with limited registration in the medical profession. These are set by the Medical Board of Australia's standard, *Limited registration for postgraduate training or supervised practice registration standard*.

Terms of reference

Reporting to the AMC Directors, the Committee oversees AMC accreditation and review processes including review of intern training accreditation bodies, and assessment and accreditation of providers to conduct assessment processes for international medical graduates including workplace-based assessment under the Standard Pathway (workplace-based assessment) and pre-employment structured clinical interviews.

The Prevocational Standards Accreditation Committee:

- (i) advises the AMC on guidelines, policy and procedures:
 - considers feedback after each review or accreditation assessment
 - periodically reviews the procedures used by the AMC to conduct accreditation assessments and reviews
 - recommends review of the standards and guidelines that form the national framework for intern training accreditation and the terms of reference and scope of such reviews
 - recommends review of the AMC guidelines, policy and procedures relating to the accreditation of providers to conduct assessment processes for international medical graduates;
- (ii) oversees AMC assessment and review of intern training accreditation bodies:
 - makes recommendations on the appointment of AMC teams
 - makes recommendations on the performance of intern training accreditation bodies against the Quality Framework for Review of Intern Training Accreditation Bodies

- monitors the continuing compliance of approved intern training accreditation bodies with approved standards and national framework requirements;
- (iii) oversees AMC assessment and accreditation of providers of assessment processes for international medical graduates including workplace-based assessment under the Standard Pathway (workplace-based assessment) and pre-employment structured clinical interviews, including:
 - makes recommendations on the appointment of AMC assessment teams
 - makes recommendations on the accreditation of providers
 - monitors the continuing compliance of accredited providers and authorities with approved standards
 - makes recommendations concerning unsatisfactory progress by accredited providers and authorities;
- (iv) seeks to encourage improvements in medical education in Australia and New Zealand that respond to evolving health needs and practices, and educational and scientific developments, including:
 - contributes to and advises the AMC on national and international developments and discussions concerning medical education
 - sponsors and undertakes activities that promote improvement in medical education;
- (v) sets an annual program of activities and reports to each general meeting of the Council on its activities.

Membership

- Chair appointed by AMC directors
- A current or former member of the Medical School Accreditation Committee or Specialist education Accreditation Committee who is an experienced AMC accreditor, appointed following expressions of interest
- The Chair or a member of the AMC WBA Results Sub-Group and AMC Board of Examiners, nominated by the chairs of these groups
- Three members appointed on the nomination of the Australian Health Ministers' Advisory Council, providing experience as health service managers in a mix of settings and health policy expertise
- Two nominees of the Confederation of Postgraduate Medical Education Councils, drawn from the member PMCs
- Nominee of the Medical Board of Australia
- One community member chosen by the AMC Directors
- One junior doctor either in intern training or within two years of having completed internship
- One International Medical Graduate who has been granted general registration following completion of the workplace-based assessment process
- A Director of Clinical Training, Supervisor of Intern Training or equivalent appointed following expressions of interest
- The AMC Directors may appoint additional technical experts, with expertise in medical education and / or assessment on the recommendation of the Committee

Appointment of members, terms of office and quorum

The Committee will consist of those persons (not less than 14 in number) from time to time appointed by the Directors. The Directors may remove and replace an appointee.

The chair of the Committee will be appointed by the Directors.

The term of office of a member of the Committee (other than the chair, in that capacity) may not exceed four consecutive years.

The term of office of the chair of the Committee may not exceed four consecutive years.

If the Directors are satisfied that it is in the best interests of the Australian Medical Council, the Directors may permit the chair or a member of the Committee to hold office for a period or periods more than four consecutive years, but in any event no more than 12 consecutive years.

Seven members of the Committee attending constitute a quorum.

Confirmed by AMC Directors 20 June 2013