



## Expressions of interest: Director of Medical Services (or equivalent) as member of the Australian Medical Council's Prevocational Standards Accreditation Committee

The Australian Medical Council (AMC) is an independent national standards body for medical education and training. Its purpose is to ensure that standards of education, training and assessment of the medical profession promote and protect the health of the Australian community. It is Australia's designated accreditation authority for the medical profession. The AMC develops accreditation standards, assesses programs against the standards and monitors programs to ensure they continue to meet standards through regular progress reports.

The AMC is seeking expressions of interest for a member of its Prevocational Standards Accreditation Committee who is a Director of Medical Services or equivalent.

Further information on the committee is provided below, together with the names and contact information for the AMC staff members able to answer questions about the work.

### Overview of the Prevocational Standards Accreditation Committee's work

The role of the AMC's Prevocational Standards Accreditation Committee relates to setting standards for elements of the prevocational phase of the medical education continuum. The Committee reports to the AMC governing body, the Directors. The Committee:

- advises the AMC on standards, guidelines, policy and procedures relating to the assessment and accreditation of organisations and providers
- oversees AMC accreditation activities (see details below)
- encourages improvements in medical education that respond to evolving health needs and practices, and educational and scientific developments.

The Committee oversees the accreditation of the following:

- Intern training accreditation authorities. The AMC accredits the eight state-based intern training accreditation authorities that are responsible for accreditation of intern posts and programs. The AMC develops standards and procedures for accreditation and monitoring of intern training accreditation authorities, and develops national guidance and standards on internship. This is a major area of AMC work currently, as it is reviewing the National Framework for Medical Internship.
- Pre-employment Structured Clinical Interview (PESCI) providers. The PESCI is an objective assessment of the clinical experience, knowledge, skills and attributes of an international medical graduate to determine whether they are suitable to practise in a specific position. It consists of a structured interview using scenarios. The AMC develops guidelines and procedures for accreditation and monitoring of the two accredited PESCI providers, which align with Medical Board of Australia requirements.
- Workplace Based Assessment (WBA) providers. The WBA pathway is an alternative to the AMC clinical examination component of the assessment pathway for international medical graduates. A WBA program is a structured program (minimum six months) of on the job assessment. It tests

if the candidate has an adequate and appropriate set of clinical skills and the professional qualities to practise safely within the Australian healthcare environment and cultural setting. The AMC develops guidelines and procedures for accreditation and monitoring of the ten accredited WBA providers.

The Committee is chaired by Adjunct Associate Professor Andrew Singer AM. The Committee includes members appointed after consultation with the Australian Health Ministers' Advisory Council and the Confederation of Postgraduate Medical Education Councils. The Committee also includes members experienced in AMC accreditation and examination processes and medical regulation, a junior doctor and an international medical graduate, a member with a background in and knowledge of health consumer issues, directors of clinical training, and a position established to enhance the contribution of Aboriginal and Torres Strait Islander people to the AMC's accreditation processes.

### **Time Commitment**

Members of AMC committees are appointed for four-year terms.

The Committee typically meets three to four times per year, usually in Melbourne and may additionally meet by teleconference/videoconference, if required.

The Committee has a considerable workload. All members participate in the monitoring of accredited programs and providers against the accreditation standards through reviewing annual monitoring reports. These reports contain considerable reading material, and significant time is involved in reviewing the documentation.

Members may also contribute to the committee by leading discussion on an item, or by contributing to the development of policy or procedures.

As a committee member, you may also be asked to join an accreditation assessment team to assess an intern training accreditation authority during your time on the Committee, or a working party reviewing standards or processes.

### **Arrangement by the AMC to support committee members**

The AMC:

- provides induction support for members
- pays a fee to members for participation in meetings of committees and for their review of reports
- pays superannuation for individual members as required under Superannuation Guarantee legislation
- arranges and meets the cost of necessary accommodation and travel
- meets the cost of meals and incidental expenditure, such as taxi fares.

The AMC does not pay for time responding to correspondence (e.g. emails) from AMC staff.

The AMC is committed to committee memberships that have a range of skills and experiences, diversity and different geographical locations and levels of academic, clinical or professional expertise.

## Expression of interest

When the AMC is filling positions on its committees by seeking expressions of interest, it sets up a selection panel for the committee. The panel short lists applicants and interviews those short listed for the position.

Expressions of interest describing relevant experience and interest for the role on the Committee should be provided with a current curriculum vitae by **13 March 2020**. The AMC expects to complete the review of applications and to make a recommendation to AMC Directors in **April 2020**.

The 2020 Committee meetings dates are Thursday 30 April, Thursday 20 August and Monday 26 October.

Please address expressions of interest to Ms Melinda Donevski, Manager, Prevocational Standards and Accreditation and send to [prevac@amc.org.au](mailto:prevac@amc.org.au). The AMC will treat the information provided confidentially and use it only to assist in the shortlisting and appointment process.

For more information, please contact Ms Melinda Donevski at the above email address or by phone on 02 6270 9734.