



Australian
Medical Council Limited

General Information for Nominees

The Australian Medical Council is an independent national standards body for medical education. 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.

The AMC is currently appointed under the Health Practitioner Regulation National Law Act 2009 as the external accreditation authority for medicine. In this capacity it is responsible for setting standards for medical education and training at medical school, intern and specialist medical training stages. It accredits programs and providers in all these stages of basic medical education (medical courses), intern training and specialist medical education and training leading to registration. It also conducts the assessment of non-specialist International Medical Graduates (IMGs) leading to general registration and facilitates the assessment of overseas trained specialists by the relevant Specialist Medical Colleges.

The AMC is a Company Limited by Guarantee, subject to the Corporations Act and operates in accordance with its Constitution (as amended June 2019). The AMC is governed by the Directors of the AMC. AMC standing committees and working parties provide support and advice to the Directors and to the Council. The AMC Secretariat, largely based in Canberra, supports the functions of the AMC. With the assistance of funding from Health Workforce Australia the AMC has developed the AMC National Test Centre (NTC) in Melbourne, predominantly to increase the availability of the structured clinical examinations for International Medical Graduates. A number of AMC staff are also located at the NTC.

Membership of the Council

Members of Council (appointed according to the Constitution) are drawn from a wide cross section of the groups associated with medical education, health delivery and with the standards of medical practice in Australia, and include

- those with expertise in medical regulation
- those with experience with the medical schools
- those with experience in the specialist medical colleges
- representatives of the medical profession
- medical students/junior doctors
- specialist education trainees
- health consumers and community members
- those involved directly in health services delivery
- the Chair of the Confederation of Postgraduate Medical Education Councils
- the CEO of the Australian Commission on Safety and Quality in Health Care
- the Chairs of each of the four AMC Standing Committees

Responsibilities of the Council

Every member of the Council has full membership and voting rights and responsibilities. The AMC Constitution and Strategic Plan are available on the website (www.amc.org.au) along with the list of current AMC Council Members.

The Council currently meets twice a year – a general meeting (usually held mid-year) and the Annual General Meeting (usually held in November).

At the Annual General Meeting the Council receives and considers the audited financial reports of the AMC, the reports of the Directors, and appoints the auditor (if necessary). The Council also elects the President, Deputy President and a number of the AMC Directors.

The general meeting is generally held in outer metropolitan, regional and remote locations to enable the Council to meet with community members and local health and education bodies. This assists the Council in gaining a better understanding of issues related to the purpose of the AMC. The composition of the Council ensures that issues can be explored from a number of perspectives.

Time Commitment

Participation on the AMC Council requires attendance at two or three meetings a year, of one to one and a half days per meeting. Meeting dates are generally advised at the beginning of each calendar year. Meetings are held in locations across Australia to ensure the needs of metropolitan, rural and regional Australia are all considered. Attendance may require significant travel and the AMC endeavours to give members plenty of notice to ensure availability and attendance. An opportunity is usually provided for the Council and Directors to meet over a meal during the meeting.

Secretariat Support

The Secretariat supports Council Members with any queries about processes, procedures or papers and in arranging travel and accommodation for Council meetings.

The Secretariat utilises an online board portal for disseminating Council Agenda papers and provides information about the functions of the AMC. Agenda papers generally include financial reports, election requirements and reports on AMC functions and activities. In order to meet the legal requirements of the Council to accept reports and to contribute effectively to the discussion at the meeting it is expected that Members will have read the papers. The portal also provides a mechanism for Council Members to contribute to AMC responses to various external consultations.

Other opportunities

Members of the Council have the opportunity to serve as Directors and on standing committees, working parties and assessment teams of the AMC. The time commitments and responsibilities for these depend on the nature of the role.

Fees, Travel and Accommodation

The AMC meets the cost of necessary accommodation, meals and incidental expenditure, such as taxi fares. The AMC Secretariat will organise travel and accommodation on behalf of all Members.

The AMC pays daily sitting fees to Members of Council. However, there are circumstances in which fees are not paid, for example where the Member is a State or Commonwealth public servant.