



Australian
Medical Council Limited

Accreditation Standards and Procedures Project Advisory Group

Cosmetic Surgery Programs of Study

Terms of reference, membership, and operations

October 2022

PROJECT OVERVIEW

The Australian Medical Council (AMC) as the accreditation authority for the medical profession under the Health Practitioner Regulation National Law (the National Law), is responsible for the development of accreditation standards and the accreditation of programs of study leading to registration in the medical profession. The AMC's assessments of programs and accreditation decisions assure the Medical Board of Australia (the Medical Board) that the accredited programs are producing graduates who have the knowledge, skills, and professional qualities necessary to practise medicine in Australia.

On 30 November 2021, the Australian Health Practitioner Regulation Agency (Ahpra) and the Medical Board announced the establishment of an independent review of the regulation of medical practitioners who perform cosmetic surgery. The Report of the Review was released in September 2022. The Medical Board and Ahpra have accepted all the recommendations. The report found that one of the most consistent themes to arise during this review was the issue of the education, training and qualifications of practitioners undertaking cosmetic surgery, or more specifically, the absence of any minimum standards about these matters. It recommended that cosmetic surgery be endorsed as an area of practice. An endorsement recognises that a person has an extended scope of practice in a particular area because they have obtained a specific qualification in that area that has been approved by the Medical Board. This recommendation will allow the Medical Board to recognise specific qualifications in cosmetic surgery, publish the recognised qualifications, and establish a register of doctors who hold qualifications that lead to their endorsement in the area of practice.

Implementing this recommendation means developing accreditation standards for programs of study and their providers in the area of practice, cosmetic surgery, and implementing processes for assessment and accreditation of the programs of study.

The report indicates that one benefit of endorsement is that it would set a clear minimum standard of training for practitioners providing cosmetic surgery. An accreditation standard for the program of study could be set at a sufficiently high level to ensure a program enables medical practitioners to have the necessary knowledge and skills to practise competently and safely. Only those training programs that are assessed as meeting the accreditation standards would be approved for the purposes of endorsement.

Deliverables

The AMC plans to deliver:

Stage 1

A structure for advising on and developing accreditation standards and related documents

Consultation with potential providers of programs of study, the profession and other stakeholders is essential to enable efficient implementation of accreditation standards and procedures.

Structure in place October 2022.

Consultation commences in November, and will be iterative until standards, graduate outcome statements and procedures are finalised.

Draft accreditation standards for programs of study for endorsement for cosmetic surgery

The National Law defines an accreditation standard as 'a standard used to assess whether a program of study, and the education provider that provides the program of study, provide persons who complete the program with the knowledge, skills and professional attributes necessary to practise the profession in Australia.'

A consultation version of the standards will be developed by November 2022.

Stage 2: Graduate outcome statements

Graduate outcome statements.

The graduate outcome statements set out, at a high level, the skills, knowledge and professional attributes required of graduates of accredited programs of study. They also form part of the accreditation standards.

First draft December 2022.

Stage 3: Implementation of the accreditation standards and procedures

Approval of accreditation standards, with graduate outcome statements through AMC governance processes and to the Medical Board of Australia.

Development of procedures for accreditation of cosmetic surgery programs of study, and templates for providers to apply for accreditation.

AMC will have standards and processes for accreditation developed by February 2023.

MANAGEMENT OF THIS PROJECT

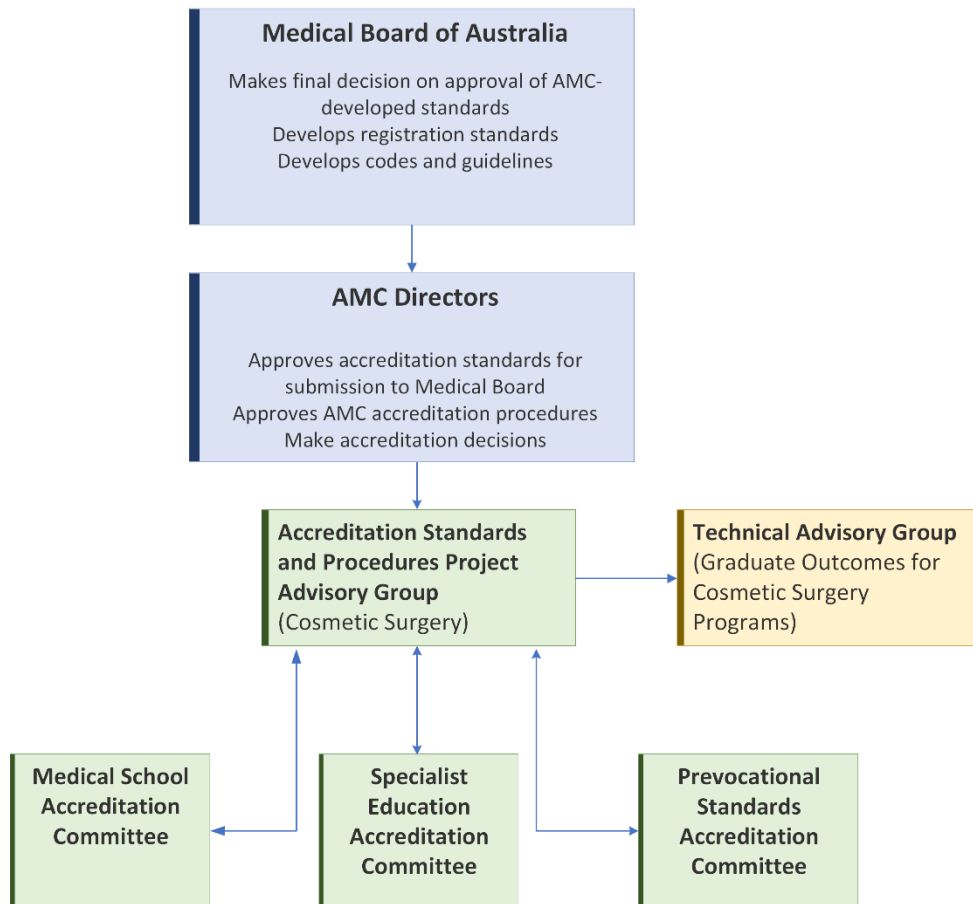
AMC staff work on this project will be supported by:

- An Accreditation Standards and Procedures Project Advisory Group (the Project Advisory Group or PAG) to steer and inform the development of standards and procedures by AMC staff. The Project Advisory Group will also be a consultative forum. The members will be drawn from stakeholders of cosmetic surgery education and training, including accreditation and regulation experts.
- A Technical Advisory Group (TAG) to act as expert advisors on the development of the statement of graduate outcomes for cosmetic surgery programs of study and related documents.

Neither of these advisory groups are decision-making bodies.

The relation of these advisory groups to the broader governance of the accreditation of medical programs is shown below:

AMC Project Governance



The Project Advisory Group (PAG) consists of members appointed by the AMC Directors.

The PAG will steer and inform the development of accreditation standards and procedures by AMC staff, and provide advice and recommendations to the AMC Directors on the implementation of an accreditation process for programs of study in the proposed area of endorsement, cosmetic surgery, including:

1. Provide advice and feedback to AMC staff to support the development of draft accreditation standards for cosmetic surgery programs of study
2. Review and provide advice on the work of the Technical Advisory Group on the development of graduate outcomes statements for cosmetic surgery programs of study and its links to accreditation standards
3. Consider findings from related reviews and national policy developments that have implications for the development of accreditation standards and procedures and liaise with the Medical Board of Australia, and jurisdictions as necessary to ensure AMC work aligns with other agencies' work to address the outcomes of the independent review of the regulation of medical practitioners who perform cosmetic surgery.
4. Provide advice and feedback to AMC staff to support the development of procedures for assessment and accreditation of cosmetic surgery programs of study including procedures for initial accreditation of providers

5. Support engagement with key stakeholders on detailed proposals for accreditation standards and procedures
6. Submit progress reports and final standards and procedures to AMC Directors for approval.

The PAG will also be a consultative forum. The members will be drawn from stakeholders of cosmetic surgery education and training, including accreditation and regulation experts.

Membership

The PAG will comprise members with experience and expertise in accreditation of programs of study, education and training in surgery, cosmetic surgery and related disciplines, and stakeholders of cosmetic surgery education and training, including health consumers. Membership positions are shown in Appendix A.

The AMC Directors will confirm appointment to the Project Advisory Group.

PROJECT ADVISORY GROUP OPERATIONS

The AMC plans that the PAG will meet over the life of the project as standards and procedures are developed and refined through consultation.

The AMC project team will set dates for PAG meetings in consultation with group members and based on the project work program. Meetings are likely every 6 to 8 weeks for the life of the project.

PAG meetings will be held online but may also include a limited number of face-to face or hybrid meetings.

The AMC will decide if additional meetings are necessary and may alter the format of the scheduled meetings (i.e. zoom to face-to-face) if required to ensure timely discussion.

Papers will be distributed electronically by the AMC's portal for distribution of papers.

A member who wishes to have a matter discussed at a PAG meeting should advise AMC staff ten days before the meeting (the deadline for agenda items). Sufficient background information must be provided to allow for adequate discussion.

AMC staff will produce action lists from meetings.

The AMC will select a staff member to support the PAG, who will be the contact point for members of the group. This AMC staff member will: organise meetings; provide meeting papers and reports including access to meeting portals and online meeting access.

REACHING AGREEMENT ON PROPOSALS

The Accreditation Standards and Procedures Project Advisory Group is not a decision making group, the advice of members will inform the development of AMC documents. The PAG reports to the AMC Directors, which will make the decisions on approval of standards, including the graduate outcome statements, and accreditation procedures.

When voting on a recommendation is required, decisions will be based on a simple majority of members present with abstentions not counted in the total number of votes. Voting will be by show of hands, with alternate provisions for members participating online.

Items dealt with out of session by circular resolution: If the PAG needs to reach agreement on proposals outside a regular meeting, AMC staff will circulate the background papers to members. A

deadline for response will be provided. Where there is no response by the deadline, and no indication that the member is unavailable to respond, it will be assumed the member supports the proposal.

DECLARATION OF INTERESTS

Members of the PAG must complete the AMC's standing notices of interest and keep their declaration form up to date.

AMC staff will make declarations of interest available at each meeting and will list in the agenda conflicts identified.

The agendas for PAG meetings will begin with a 'declaration of interests', in which members are requested to declare any additional personal or professional interests which might, or might be perceived to, influence their capacity to undertake impartially their roles as members of the PAG.

Members will not vote on matters on which they have a declared personal or professional interest. The AMC will provide guidelines on the management of other common interests (e.g. faculty member or fellow of an accredited education provider). The AMC will decide how each member's interest in a particular item will be managed, for example by exclusion from the meeting or from discussion of the relevant item, within AMC guidelines. All declared interests will be recorded in the PAG meeting outcomes, as will the decision in relation to the interest.

**APPENDIX A: Membership of the Accreditation Standards and Procedures Project Advisory Group:
Cosmetic surgery programs of study**

Membership category	Selection process: Nominations/ Expression of interest (EOI)
Chair	Associate Professor Jillian Sewell AM Identified by AMC
Three AMC accreditation contributors, with experience in setting accreditation standards	Identified by the AMC
Aboriginal and or Torres Strait Islander member, with experience in accreditation or postgraduate medical education and training or vocational	Nominee from the AMC Aboriginal, Torres Strait Islander and Māori Committee
Three health consumer and community members	One nominated by Consumers Health Forum One AMC community/health consumer member One person with lived experience of cosmetic surgery, chosen by the AMC
Two members with experience in regulation of medical practice	Identified by the AMC with input from the Medical Board of Australia
Three Members with experience in education and training in surgery and cosmetic surgery	Nominees of the Royal Australasian College of Surgeons, the Australian Society of Plastic Surgeons, and the Australasian College of Cosmetic Surgery and Medicine
Nominee of the Australian Commission for Safety and Quality in Healthcare	Nomination by the Commission
Two members with experience of education and training from related disciplines	As chosen by the AMC
Lead medical educationalist for this project	Professor Alison Jones, Identified by the AMC