



SURVEYOR CONFLICT OF INTEREST POLICY

POLICY 5.5

Date Approved by PAC: 2015

Date Last Amended: June 2023

Date for Next Review: June 2026

CONTEXT

Prevocational accreditation surveyors may, for a variety of reasons, be perceived to have the potential for a conflict of interest.

SCOPE

This policy relates to any prevocational accreditation surveyor with current accreditation surveyor status and who has been chosen as a member of an accreditation survey team.

POLICY STATEMENT

1. A perceived or potential conflict of interest may exist where the surveyor:
 - Is currently employed by a prevocational training provider that is being accredited, or
 - Has been employed by the prevocational training provider that is being accredited within the past two years in any role that influences prevocational accreditation, or
 - Has a significant relationship (e.g. spouse, partner etc.) with a person either directly involved in medical education of prevocational doctors, or a stakeholder with an interest in the accreditation (e.g. DCT, MEO, DMS etc.) at the prevocational training provider being accredited, or
 - Has any other reason/s that may suggest a conflict of interest.
2. The prevocational training provider being accredited has the right to formally object to the inclusion of a surveyor on the survey team where they consider any of these conditions apply. In this situation the prevocational training provider would then follow the accrediting authority's procedure for identifying a conflict of interest (2.11)
3. A surveyor can also identify a conflict of interest and decline to participate in a survey. Surveyors who believe that they may have a conflict of interest must seek advice from the prevocational accreditation manager before accepting to participate in the survey event.
4. If a previously unidentified conflict of interest or breach of confidentiality emerges for a surveyor during an assessment the survey team leader will determine an appropriate course of action in consultation with the prevocational accreditation manager. This may entail changing the report writing responsibilities of the surveyor requiring the surveyor to abstain during relevant discussion or altering the survey program. Any such conflicts and the course of action taken will be reported to the Prevocational Accreditation Committee (PAC) and Panel.
5. Prevocational accreditation staff can identify potential conflicts of interest and can refer the matter to the PAC for consideration.



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SUPPORTING DOCUMENTATION

1. *Conflict of Interest Policy 1.5*
2. *Conflict of Interest Process 2.11*
3. *Northern Territory Public Sector Conflict of Interest Policy*
4. *Northern Territory Public Sector Conflict of Interest Procedure*

PERFORMANCE MEASURES/KPI

1. 100% of surveyors used in prevocational accreditation survey events have no conflict of interest as outlined within this policy.

Policy contact officer: Quality Assurance Officer