



NT Prevocational Accreditation Panel (PAP) Community/Consumer Member Role Description

Role:	Community/Consumer Member
Committee:	Prevocational Accreditation Panel (PAP)
Frequency of meetings:	As required through the Prevocational Accreditation Cycle of Survey Events (2-3 times per year)
Duration/Term of Office:	A member of any Committee/Panel holds office for three years, with an option to extend for one further term, or until the member resigns or is deemed to have resigned by the Chair
Location:	Across NT
Contact:	Maria Halkitis, Manager PMAS (08) 8999 2836, METC.DoH@nt.gov.au

Primary Objective:

The role of the Prevocational Accreditation Panel (PAP) is to consider accreditation survey team findings and endorse/not endorse survey team report recommendations, including the recommended period of accreditation that should be granted (max 4 years) for the Prevocational Accreditation Committee (PAC) to consider and make the final accreditation decision.

The key functions of the PAP are:

- Refer all accreditation appeals and/or grievances including any conflicts of interest regarding surveyors engaged to undertake the survey event to the Accreditation Committee.
- Provide final accreditation advice and recommendations to the Accreditation Committee in relation to accreditation of postgraduate year 1 & 2 training positions and programs.
- Provide advice to the Accreditation Committee of any areas for improvement regarding the NT Prevocational Accreditation Standards, systems, policies and processes.

Key Responsibilities of Role:

- Provide a point of contact for the community through leadership, guidance and advice in relation to the inclusion of the community or consumer's views on all issues relating to prevocational medical accreditation services in the Northern Territory.
- Contribute to the continuous review of prevocational accreditation standards to focus on optimal learning opportunities and outcomes.
- Actively participate in the development, implementation and evaluation of strategic initiatives which support the accreditation system and processes.
- Be an advocate for the community needs and prevocational doctors' training opportunities through the oversight of accreditation standards on behalf of the community and/or consumer networks.

Role knowledge, skills and experience:

- Knowledge and understanding of the Australian health care system;
- Recent or current consumer of the NT Health system;
- Have the ability and willingness to acquire knowledge of Australian prevocational medical accreditation systems/processes;
- Active community member with strong community networks and a sound understanding of local and national quality improvement processes and how they apply in workplaces.

Further Information:

All PMAS Committee and Panel members are required to sign a Conflict of Interest and Confidentiality declaration form. This form will be recorded and held on file for the duration of the member's membership.

Contact Manager PMAS for further information regarding this role - (08) 8999 2836 or via email METC.DoH@nt.gov.au

Approved by: Chair, PAC 14 April 2023