



Prevocational Medical Assurance Services

Expression of Interest

Chair – Prevocational Accreditation Committee

Prevocational Medical Assurance Services (PMAS), Northern Territory Department of Health

The Prevocational Accreditation Committee (PAC) is an independent standards body responsible for accrediting prevocational medical training programs in the Northern Territory. Acting as the Medical Board of Australia's (MBA) designated accreditation authority, the PAC ensures that education, training and assessment of PGY1 and PGY2 doctors meet national standards and support safe, high-quality care for the NT community.

The PAC works collaboratively with stakeholders to maintain and strengthen a capable and competent prevocational medical workforce across the Territory.

Prevocational Medical Assurance Services (PMAS) is seeking expressions of interest for the position of **Chair of the Prevocational Accreditation Committee**.

The Chair provides strategic leadership to the Committee, guiding its governance, decision-making and accreditation functions in line with MBA and Australian Medical Council (AMC) requirements.

Role Responsibilities

The Chair will:

- Lead the PAC in fulfilling its accreditation authority functions in accordance with national standards and regulatory requirements
- Oversee accreditation decisions and provide advice to the Northern Territory Board of the MBA and training providers
- Ensure the Committee maintains a robust, transparent and evidence-based accreditation framework
- Support the development, implementation, monitoring and continuous improvement of accreditation systems and processes
- Facilitate effective committee governance, including productive meetings and consensus-based decision-making
- Promote high-quality education and training opportunities for prevocational doctors, including international medical graduates
- Represent the PAC in stakeholder engagement and contribute to broader discussions on prevocational medical training

Committee Functions

The PAC is responsible for:

- Accrediting prevocational training programs and terms across the NT

- Ensuring compliance with AMC national standards and reporting requirements
- Undertaking reviews, quality improvement initiatives and project work as required

Membership and Governance

Committee members are drawn from a broad range of stakeholders involved in prevocational training and healthcare delivery, including supervisors, educators and program managers.

Appointments are made with regard to:

- Relevant expertise and experience
- Ability to contribute to accreditation processes and decision-making
- Absence of conflicts of interest

The PAC may establish working groups to progress specific projects or reviews.

Time Commitment

- Term: **Three years**, with the option of one additional term
- Meetings: Typically **four meetings per year**, plus occasional out-of-session meetings
- Format: Virtual meetings (approximately **1.5 hours**) held during business hours
- Preparation: Review of accreditation reports and documentation prior to meetings

Members may also contribute outside meetings through participation in working groups, policy development and quality improvement activities.

Support and Remuneration

PMAS provides:

- Orientation, training and ongoing support for the Chair
- Remuneration via a capped sitting fee

Expressions of Interest

Applicants are invited to submit:

- A completed registration form
- A current curriculum vitae

Applications will be reviewed by the Chief Medical Officer and PMAS Medical Director, who will determine the appointment.

All information provided will be treated as confidential.

For enquiries, please contact:

Director, Prevocational Medical Assurance Services

 pmas.health@nt.gov.au

Tel: 08 8999 2836



Registration of Expression of Interest in NT Prevocational Accreditation Committee

Name:	
Postal Address:	
Mobile Phone Number:	
Work Phone Number:	
Email address:	
Referee No 1 (Include contact details)	
Referee No 2 (Include contact details)	

What aspects of medical education or governance are of particular interest to you, and why?

What relevant skills, knowledge or experience would you bring to the PAC (e.g. accreditation, quality assurance, policy development, review processes)?

Describe your understanding of key issues in medical education, regulation or healthcare delivery. Include any relevant committee or advisory experience.

Please return via email to:

Director
Prevocational Medical Assurance Services
pmas.health@nt.gov.au