

Accreditation Committee Charter

1. About the Committee

- 1.1 The Accreditation Committee ('the Committee') is a standing committee of the Australian Dental Council (ADC) that makes decisions and/or recommendations to the ADC Board of Directors (the ADC Board) on matters within the scope of its terms of reference.

2. Preamble

- 2.1 The ADC is appointed by the Dental Board of Australia (DBA) to carry out accreditation functions for the dental professions under the Health Practitioner Regulation National Law Act 2009 ('the National Law'). These functions include developing accreditation standards for the approval of the National Board and assessing programs of study to determine whether they meet those standards. In carrying out these accreditation functions, the ADC complies with the requirements of the National Law and the agreed 'Quality Framework for the Accreditation Function' developed under the National Registration and Accreditation Scheme.

3. Terms of reference

- 3.1 The Committee's terms of reference are to:
- a) develop, review and consult on Accreditation Standards for dental practitioner programs for approval by the National Board;
 - b) develop, review and consult, where appropriate, on Professional Competencies of the newly qualified dental practitioner for approval;
 - c) evaluate and monitor dental practitioner programs, consider reports of site evaluation teams concerning dental practitioner programs, consider annual and other reports submitted by program providers as required and consider recommendations for improvements to dental practitioner programs;
 - d) assess dental practitioner programs against the Accreditation Standards to ensure competent graduates for the purpose of registration or endorsement of registration as a dental practitioner and make decisions and/or recommendations regarding accreditation outcomes to the ADC Board;
 - e) establish and review accreditation policies and processes on a regular basis
 - f) consider reports and advice from Working Parties; and
 - g) undertake any other task referred to it by the ADC Board.

4. Membership

- 4.1 The Committee will comprise a maximum of nine (9) members including:
- A Chair who will be appointed by the ADC Board.
 - A minimum of one member who holds directorship of the ADC.
 - A minimum of one member who identifies as Aboriginal and/or Torres Strait Islander.
- 4.2 The membership will comprise:
- Five members who are registered dental practitioners including:

- at least one member who is a dental therapist, dental hygienist, oral health therapist or dental prosthetist; and
 - at least one member who is a dental specialist.
 - One member who is a current student completing an accredited program which leads to eligibility to apply for general registration as a dental practitioner.
 - Three non-dental practitioner members.
- 4.3 In appointing members to the Committee, the ADC Board will seek to ensure that the Committee benefits from a diverse range of skills, experience, and perspectives relevant to its role. Specifically, members with relevant skills and experience in one or more of the following areas will be sought:
- Dental education and/or practice across the range of registration divisions.
 - Expertise in accreditation standards and processes including from outside of the dental professions.
 - Representation and/or advocacy of community and/or consumer interests.
 - Employment of dental practitioners in the private and public sectors.
- 4.4 Where the Accreditation Committee considers it requires specific expert input that is not available on the Committee it may invite a suitable person to join the Committee for a defined and limited period.

5. Appointments

- 5.1 Appointments to the Committee (with the exception of the student member from an accredited program) are made by the ADC Board in accordance with the membership outlined in item 4, and on recommendation from the Nominations Committee in consultation with the ADC CEO and Committee Chair.
- 5.2 The student member of the Committee will be filled by asking an appropriate student or other organisation to nominate a suitable individual for membership. The approach to filling the position may vary from time-to-time and any significant changes will be agreed by the ADC Board, on the recommendation from the Nominations Committee. In order to ensure the Committee benefits from the perspective of a current student, this member will only be eligible to serve a maximum of one term of office and will only be able to hold membership of the Committee whilst they continue to be a student.

6. Meetings

- 6.1 The Committee will meet as required, face-to-face or by videoconference. The Committee will meet at least two times per year.
- 6.2 The quorum of the Committee is a majority of the members.
- 6.3 The Committee may establish working parties as required, with the agreement of the Chair and the ADC CEO.

7. Authority and responsibilities

- 7.1 The Committee will conduct its business under the Charter, policies and guidelines approved by the ADC.
- 7.2 Upon receipt of a recommendation or advice from the Committee, the ADC Board may request that the Committee gives further consideration to any relevant matters or takes further action as they may specify.

7.3 Meeting minutes are included in the agenda of the ADC Board and any relevant documents are made available.

8. **Review**

8.1 The Charter will be reviewed by the ADC Board at least every two years or as required.

Approved: ADC Board
Approval Date: 4 September 2020