

Joint Australian Dental Council/Dental Council (New Zealand) Accreditation Committee Charter

1. About the Committee

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

2. Preamble

- 2.1 While the ADC and the DC(NZ) retain jurisdictional authority for the accreditation of programs in their respective countries, they have adopted a joint Australian and New Zealand accreditation process and have established a joint ADC/DC(NZ) Committee as an expert committee to advise the ADC Board and DC(NZ) Council on accreditation related matters.

Australia

- 2.2 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.

New Zealand

- 2.3 The DC(NZ) is the statutory body constituted in New Zealand under the Health Practitioners Competence Assurance Act 2003 with the function of prescribing the qualifications for registration in dental scopes of practice and for that purpose accrediting and monitoring New Zealand education providers and degrees, courses of study or programs.

3. Terms of reference

- 3.1 The Committee's terms of reference are to:
 - a) develop, review and consult on Accreditation Standards for Australian and New Zealand dental practitioner programs for approval in each jurisdiction;
 - b) develop, review and consult, where appropriate, on Professional Competencies for Australian and New Zealand dental practitioner graduates for approval in each jurisdiction;
 - c) evaluate and monitor Australian and New Zealand dental practitioner programs, consider reports of site evaluation teams concerning dental practitioner programs, consider annual and other reports submitted by the 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 registration in the relevant scope of practice and make decisions and/or recommendations regarding accreditation outcomes to the ADC and DC(NZ);
- e) appoint assessors to the ADC/DC(NZ) Assessor Register and evaluate the performance of assessors;
- f) establish and review accreditation guidelines and processes on a regular basis
- g) consider reports and advice from Working Parties; and
- h) undertake any other task referred to it by the ADC and/or DC(NZ).

4. Membership

4.1 The Committee will comprise a maximum of 11 members including:

- A Chair who will be based in Australia and appointed by the ADC Board.
- A minimum of one member who holds directorship of the ADC.
- Three members appointed by the DC(NZ).
- A minimum of one member who identifies as Aboriginal and/or Torres Strait Islander.

4.2 The membership will comprise:

- Six 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.
- Four non-dental practitioner members.

4.3 In appointing members to the Committee, the ADC and DC(NZ) 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 Appointment of the Australian members of the Committee are made by the ADC Board of Directors in accordance with the membership outlined in item 4, and on recommendation from the Nominations Committee in consultation with the CEO and Committee Chair.

6. Meetings

- 6.1 The Committee will meet as required, face-to-face or by teleconference. 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 CEO.

7. Authority and responsibilities

- 7.1 The Committee will conduct its business under the Charter, policies and guidelines approved by the ADC and DC(NZ).
- 7.2 Upon receipt of a recommendation or advice from the Committee, the ADC Board or DC(NZ) Council may request that the Committee gives further consideration to any relevant matters or takes further action as they may specify.
- 7.3 In Australia, meeting minutes are included in the agenda of the ADC Board and any relevant documents are made available.
- 7.4 In New Zealand, meeting minutes are included in the agenda of the DC (NZ) Council. All documentation associated with the accreditation and monitoring of New Zealand accredited programs are included in their entirety in the Council's agenda.

8. Review

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

Approved: ADC Board
Approval Date: 24 May 2019