Call for Expressions of Interest for Membership of the Council

The Australian Medical Council Limited (AMC) is an independent national standards and assessment body for medical education and training. Its purpose is to ensure that standards of education, training and assessment of the medical profession promote and protect the health of the Australian community.

The AMC is currently appointed under the Health Practitioner Regulation National Law Act 2009 as the external accreditation authority for medicine. In this capacity it is responsible for the accreditation of basic medical education (medical courses) and specialist medical education and training leading to registration. It also conducts the assessment of non-specialist International Medical Graduates (IMGs) leading to general registration and facilitates the assessment of overseas trained specialists by the relevant Specialist Medical Colleges.

In addition the AMC provides advice to the Commonwealth Minister for Health on the recognition of new specialties. The AMC also responds to requests for advice from the Commonwealth, State and Territory governments and regulatory authorities in relation to accreditation or accreditation standards, assessment and recognition of overseas qualifications.

The Directors of the Australian Medical Council are seeking Expressions of Interest for the following position on the Council of the Australian Medical Council Limited:

one person who is, at the time of their appointment, a medical student in basic or pre-professional training appointed by the Directors of the Australian Medical Council after consultation as determined by the Directors of the Australian Medical Council (Article 3.2 (d)).

The maximum term of appointment of a Member is four years. A Member is able to be re-appointed for a further term or terms, each of no more than four years.

It is up to the Directors to determine the initial term of appointment, which is expected to be for a period of two years.
The Directors would welcome an expression of interest from any currently enrolled medical student interested in serving on the Council: the Expression of Interest should include the following:

- a CV
- examples of previous experience in student activities (including University and Medical Student activities);
- an indication of the anticipated contribution to the Australian Medical Council; and
- a view on the role of the Australian Medical Council in the future.

Expressions of Interest are to be sent to Ms Peggy Sanders: peggys@amc.org.au (cc: Rebecca Travers: rebecca.travers@amc.org.au) by COB: Friday 28 October 2011.
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The AMC is a Company Limited by Guarantee, subject to the Corporations Act and operates in accordance with its Constitution (as amended November 2010). The AMC is governed by the Directors elected by the Council of the AMC. AMC committees and working parties provide expert advice to the Directors and to the Council. A Secretariat of 85 staff, based in Canberra, supports the functions of the AMC.

Members of Council (appointed according to the Constitution) are drawn from a wide cross section of the groups associated with medical education, health delivery and with the standards of medical practice in Australia, and include

- those with expertise in medical regulation
- those with experience with the medical schools
- those with experience in the specialist medical colleges
- representatives of the medical profession
- medical students
- specialist education trainees
- health consumers and community members
- those involved directly in health services delivery
- the Chair of the Confederation of Postgraduate Medical Education Councils
- the CEO of the Australian Commission on Safety and Quality in Health Care
• the Chairs of each of the five major AMC Committees.

Responsibilities of the Council

At the Annual General Meeting the Council receives the audited financial reports of the AMC and appoints the auditor; it receives the report of Directors and elects the President, Deputy President and a number of the Directors.

The Council generally meets two or three times a year – for a Strategic Review at the beginning of the year, a General Meeting mid-year and for the Annual General Meeting in November and at these meeting the Council advises the Directors on the issues before the AMC or emerging in medical education and training, assessment and health regulation related to the purpose of the AMC. The composition of the Council ensures that issues can be explored from a number of perspectives.

All Members of the Council also have the opportunity to serve as Directors and on standing committees and working parties of the AMC.

Student Membership of Council

For a student, membership of the AMC Council provides opportunities to:

• understand the role of accreditation in medical education and specialist education and training
• learn about the relationship of the AMC to the Medical Board of Australia
• learn about the National Registration and Accreditation Scheme and the operation of the Health Practitioner Regulation National Law
• contribute the student perspective to discussion
• interact with the range of experienced members of the medical profession and the health consumers and members of the community represented on the Council
• interact with those involved directly in health services delivery.

Expectations of Council Members

Every member of the Council, has full membership and voting rights and responsibilities.

Membership of the Council includes:

one person who is, at the time of their appointment, a medical student in basic or pre-professional training appointed by the Directors of the Australian Medical Council after consultation as determined by the Directors of the Australian Medical Council; and
The Term of Appointment is specified at the time of appointment and it is anticipated that it will be for a term of two years. The maximum term of the initial appointment of a Member is four years.

Time Commitment

Participation on the AMC Council would require attendance at the meetings during the year. In 2011 the Annual General Meeting will be held on 25 November and in 2012 the Council is scheduled to meet on three occasions as follows: a Strategic Review is scheduled for Friday 25 May; the General Meeting is scheduled for Thursday 30 August and Friday 31 August; and the Annual General Meeting is scheduled for Friday 30 November 2012.

Each meeting is a full day and usually held in Canberra, Melbourne or Sydney. Generally there is an opportunity for the Council and Directors to meet over a meal the evening before a meeting.

Approximately a week before a meeting the agenda is made available to the Members – the agenda papers include the financial reports, election requirements, and the reports on all the functions and activities of the AMC. In order to meet the legal requirements of the Council to accept reports, and in order to contribute effectively to the discussion it is expected that Members will be familiar with the papers. The agenda papers are made available electronically via a secure portal of the AMC. In addition the portal provides other information about the functions of the AMC and it also provides for the contribution by Council Members to the response of the AMC to various external consultations.

Members of the Council also have the opportunity to serve as Directors and on standing committees, working parties, and assessment teams of the AMC and the time commitments and responsibilities for these would depend on the nature of the committee.

Fees, Travel and Accommodation

The AMC pays sitting fees (determined by the Directors) to the Directors, Members of Council and its committees: Directors, Board of Examiners, Medical School Accreditation Committee, Specialist Education Accreditation Committee, Strategic Policy Advisory Committee, and the Recognition of Medical Specialties Advisory Committee.

The AMC meets the cost of travel, accommodation, meals and incidental expenditure, such as taxi fares. It does not cover personal expenses such as hotel minibar and personal telephone calls. The AMC organises travel and accommodation for Members of the Council.

Secretariat Support

The AMC provides Secretariat support to Council Members which include answering new committee members’ questions about processes, procedures and papers and arranging travel and accommodation.
The Secretariat circulates hard and electronic copies of agendas approximately five working days before meetings and any additional papers may be sent via email or made available online. Travel papers are issued with agendas.

Further information may be obtained from:
Ms Peggy Sanders
Senior Executive Officer
Australian Medical Council
0438 624 542
peggys@amc.org.au

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