

	<p>Practice Standards Committee</p>
<p>Australian Register of Naturopaths and Herbalists (ARONAH)</p>	<p>TERMS OF REFERENCE</p>

GOVERNING BODY

Board of the *Australian Register of Naturopaths and Herbalists*

PURPOSE

The *ARONAH Practice Standards Committee* has been established to develop practice standards and practitioner accreditation and standards arrangements.

The *ARONAH Practice Standards Committee* must develop immediate standards to be put in place for recognition of practising members of the *ARONAH* register during the transitional phase. These standards must not be less than those of the *New South Wales Code of Conduct for Unregistered Practitioners* as prescribed by the *Health Legislation Amendment (Unregistered Health Practitioners) Act 2006 (NSW)*. These immediate arrangements must also be no less than those practice standards prescribed by the *Health Practitioner Regulation National Law Act (Qld 2009)*:

The *ARONAH Practice Standards Committee* shall work with the *ARONAH Practice Standards Committee* to determine specific transitional or 'grandparenting' arrangements for currently qualified practitioners. Such transitional arrangements must be no less than those considered by the *Chinese Medicine Board of Australia* for practitioners from previously unregistered jurisdictions.

The *ARONAH Practice Standards Committee* must also develop practice standards for the professions of naturopathy and Western herbal medicine after the transitional period. These, where relevant, should be no less than those professions registered by the *Australian Health Practitioner Regulation Agency*.

International as well as Australian standards must be considered when developing minimum standards for the professions of naturopathy and Western herbal medicine for *ARONAH*.

FUNCTIONS

The functions of the *ARONAH Practice Standards Committee*, in accordance with the *Constitution of the Australian Register of Naturopaths and Herbalists* and the *Health Practitioner Regulation National Law Act (Qld 2009)*:

, include:

- **Assessment and Evaluation** - to assess and evaluate the quality of practice and practitioners in naturopathy and Western herbal medicine, including the review of clinical practices;

- **Reporting and Recommending** - to report and make recommendations to its governing body concerning practice and practitioners in naturopathy and Western herbal medicine; and
- **Monitoring and Implementation** - to monitor and implement recommendations.

MEMBERSHIP

Membership of the *ARONAH Practice Standards Committee* is as outlined in *ARONAH Board* communication attached. A Chairperson and Vice-Chairperson shall be appointed by the *ARONAH Board*.

The *ARONAH Practice Standards Committee* may call upon experts from time to time to assist them to carry out the functions of the committee and they will be made aware of their responsibilities and obligations in respect to Qualified Privilege.

Members will be appointed by the *ARONAH Board* in conjunction with *ARONAH Selection* policies outlined by the *ARONAH Constitution*.

The *ARONAH Board* will be advised of any changes to the constitution of membership, and these changes will be documented and approved by the governing body.

ROLE OF INDIVIDUAL COMMITTEE MEMBERS

The role of the individual member of the *ARONAH Practice Standards Committee* includes:

- understand the strategic implications and outcomes of initiatives being pursued through project outputs
- appreciate the significance of the project for some or all major stakeholders and perhaps represent their interests
- be genuinely interested in the initiative and the outcomes being pursued in the project
- be an advocate for the project's outcomes
- have a broad understanding of project management issues and the approach being adopted
- be committed to, and actively involved in pursuing the project's outcomes

In practice, this means that they:

- ensure the requirements of stakeholders are met by the project's outputs
- help balance conflicting priorities and resources
- provide guidance to the Project Team and users of the project's outputs
- consider ideas and issues raised
- review the progress of the project

- check adherence of project activities to standards of best practice, both within the organisation and in a wider context

QUORUM

A quorum comprises 50% of appointed members.

FREQUENCY

The *ARONAH Practice Standards Committee* will meet at least quarterly

REPORTING STRUCTURE AND PROCESS

In compliance with the *Constitution of the Australian Register of Naturopaths and Herbalists* and the *Health Practitioner Regulation National Law Act (Qld 2009)*:

- Where a matter is referred to a Committee by the governing body by which it is established the *ARONAH Practice Standards Committee* will submit a report on that matter to the governing body at the completion of the assessment or evaluation of the matter or at such an earlier time as so directed by the governing body;
- The *ARONAH Practice Standards Committee* will make available a report to the public at least once in each period of 12 months;
- The *ARONAH Practice Standards Committee* will make any formal decisions it makes available on the Committee section of the ARONAH website as soon as practically possible.

It is optional for the *ARONAH Practice Standards Committee* to make reports available to other bodies. Information should be aggregated and only released in accordance with the *Health Practitioner Regulation National Law Act (Qld 2009)*.

INFORMATION MANAGEMENT

All members of the *ARONAH Practice Standards Committee* will comply with the information management policy developed by ARONAH.

RECORDING OF PROCEEDINGS

Where practicable, the agenda together with reports and documents that relate to the *ARONAH Practice Standards Committee* will be forwarded to members in sufficient time to enable consideration prior to meetings.

Accurate Minutes will be kept of each meeting of the *ARONAH Practice Standards Committee*. The Minutes of a meeting shall be submitted to committee members for ratification at the next subsequent meeting of the Committee. When confirmed, the Minutes shall be signed by the Chairperson.

OBLIGATIONS OF COMMITTEE MEMBERS AND PERSONS ASSISTING THE COMMITTEE

All members of the *ARONAH Practice Standards Committee* will:

- receive a copy of the *Health Practitioner Regulation National Law Act (Qld 2009)*;
- receive a copy of relevant legislation and documentation pertaining to the Committee's functions;
- comply with the Committee's terms of reference;
- declare conflicts of interest at the commencement of each meeting; and
- accept and undertaking that they have read, understand and agree to comply with the legislation.

All persons assisting the *ARONAH Practice Standards Committee* will:

- accept and undertaking that they have read, understand and agree to comply with the legislation.