Recognition of Medical Specialties and Fields of Specialty Practice under the Health Practitioner Regulation National Law – Process Flowchart

Stage 1: Initial assessment of proposal (the application)

1. The applicant submits an initial proposal to the Medical Board

2. The Medical Board seeks advice from the AMC on the initial proposal

3. The applicant pays fee for Stage 1 to AMC

4. The AMC’s Recognition of Medical Specialties Sub Committee considers the proposal. It reports to the AMC Specialist Education Accreditation Committee, which advises the Medical Board

5. The Medical Board considers the initial proposal, AMC and other advice

   - If not a sufficient case for recognition, the application process closes
     - Applicant unable to reapply for recognition for 12 months
   - If there may be a case for recognition, the Medical Board informs the Office of Best Practice Regulation (OBPR) and COAG Health Council. It tells the applicant and AMC
     - Medical Board liaises with OBPR if a Consultation Regulatory Impact Statement (RIS) is needed in Stage 2
     - Medical Board advises applicant on information for Stage 2 based on OBPR advice and requirements in Guidelines for Recognition
Stage 2: Detailed assessment of proposal

Applicant submits a detailed proposal (application) to Medical Board based on Board’s advice about content

The Medical Board requests the AMC assess the detailed proposal

AMC sets up review panel to complete assessment. Review panel considers the application and decides on the activities necessary to assess the case (e.g. meetings, site visits)

AMC provides estimate of the direct assessment costs to applicant

Review panel prepares consultation document (a consultation RIS if needed) which is sent to the Medical Board

Medical Board:
- consults OBPR on document if consultation RIS was required.
- seeks submissions using the consultation document prepared by the AMC
- provides consultation submissions to AMC and publishes submissions on website

AMC review panel assesses the consultation feedback, and completes assessment. It may seek additional information through: site visits, stakeholder discussions, and/or asking Medical Board to commission additional work

AMC provides estimate of the direct assessment costs to applicant

Additional work completed, if required

Discussions with applicant

The AMC review panel prepares a report on the case for recognition

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The Medical Board considers the AMC’s report. Medical Board decides:

- **Not to recommend** recognition:
  - It informs the applicant
  - It informs COAG Health Council

- **To recommend** recognition:
  - It informs the applicant
  - If Decision RIS was required, it seeks OBPR advice on whether the document meets COAG Guide to Best Practice Regulation requirements

The Medical Board submits its recommendation to the COAG Health Council.

COAG Health Council makes a decision.

Medical Board publishes its advice to COAG Health Council and the Council’s decision on its website.

If COAG Health Council approves the specialty, the Medical Board updates the *List of specialties, fields of specialty practice and related specialist titles* and will publish the amended list.

AMC calls for applications for accreditation of programs of study in the new or amended specialty or field of specialty practice.