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**Government
of South Australia**

**South Australian Medical Education and Training
Health Advisory Council
2021-22 Annual Report**

South Australian Medical Education and Training Health Advisory
Council

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2021-22 ANNUAL REPORT for the South Australian Medical Education and Training Health Advisory Council

To:

Hon Chris Picton MP

Minister for Health and Wellbeing

This annual report will be presented to Parliament to meet the statutory reporting requirements of (*The Public Sector Act 2009* and the *Health Care Act 2008*) and the requirements of Premier and Cabinet Circular *PC013 Annual Reporting*.

This report is verified to be accurate for the purposes of annual reporting to the Parliament of South Australia.

Submitted on behalf of the South Australian Medical Education and Training Health Advisory Council by:

Professor Kevin Forsyth

Presiding Member, SA MET Health Advisory Council

Date 02 September 2022

Signature



From the Presiding Member, Professor Kevin Forsyth



Throughout the past year SA MET and its Council have overseen multiple accreditation reviews of junior doctor training in our LHNs. It is very good to see the quality of education provided to our junior doctors is of such a high standard across our networks. Our supervising doctors and those in administration continue to support our junior doctors. This is very much appreciated.

Over the last 12 months we have continued to move forward our strategic plan (outlined in this report). Networking with the medical education providers in our LHNs is one of the aims, it is good to see this is happening. As we are keen to see more training undertaken in rural areas, supporting the rural LHNs in their education and junior doctor supports is a priority.

Excellent work on the culture in medicine, in particularly a guide to better recognise, understand and remove the toxicity of bullying and harassment which plagues junior doctors, has been undertaken by our SA MET Unit. This guide builds on previous work on education and training across our LHNs and its importance in the way a LHN operates.

This year we host the bi-national junior doctor training conference. There is a lot of work being undertaken to ensure we cover the key themes (workforce, transitions, rural training, junior doctor welfare, impact of Covid amongst others). This is a wonderful opportunity to showcase SA leadership and support across Australia and NZ junior doctor training.

In summary then we have undertaken the accreditation functions entrusted to us, plus continued to support our LHNs and junior doctors to optimise junior doctor training for best patient outcomes.

A handwritten signature in black ink that reads "Kevin Forsyth". The signature is written in a cursive, flowing style.

Professor Kevin Forsyth
SA MET Health Advisory Council

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Overview: about the agency

Our strategic focus

Our Purpose	<p>The SA MET Health Advisory Council (the Advisory Council) works towards improving the quality of education, training and welfare for trainee medical officers and undertaking the accreditation and monitoring of postgraduate training posts in South Australia.</p> <p>The structure of the Advisory Council gives it integrating operational and advisory responsibilities for post-graduate medical training. It also provides the ability for the Advisory Council to represent all phases of postgraduate medical education including intern and subsequent prevocational and vocational training. The Advisory Council structure enables rapid and effective integration of on-going developments in education and training, at both local and national levels. In addition, the structure supports a range of objectives and targets from South Australia’s Strategic Plan by moving South Australia’s health reform agenda forward and being proactive about health workforce needs.</p> <p>The Advisory Council Rules are available https://www.samet.org.au/committees-and-forums/sa-met-health-advisory-council/sa-met-health-advisory-council-functions/</p>
Our Vision	Enabling medical professionals to provide high quality patient care through integrated, coordinated and structured medical education and training.
Our Values	Advocacy, Collaboration, Compassion, Empowerment, Integrity, Recognition.
Our functions, objectives and deliverables	<ul style="list-style-type: none"> • Provide leadership in postgraduate medical education and training in the State • Provide expert advice to the Minister, the Chief Executive and the Department on matters relating to postgraduate medical education and training, accreditation of medical training and issues surrounding the education and employment of international medical graduates • Identify, evaluate, monitor, promote medical education and training programs for Trainee Medical Officers (TMOs) and their supervisors, in conjunction with key stakeholders • Work with vocational training Colleges to achieve high quality vocational training • Promote and actively encourage innovation in postgraduate medical training

	<ul style="list-style-type: none">• Undertake the accreditation and monitoring of TMO positions using national and jurisdictional standards with a focus on:<ul style="list-style-type: none">○ Accreditation and monitoring of positions for prevocational TMOs○ Develop training standards and accreditation processes for prevocational TMOs○ Providing collaborative assistance to specific training colleges in relation to the accreditation of vocational training positions.• Provide advice to the Department, after consulting with stakeholders, on the suitability of TMO positions in the State• Notify the SA Board of the Medical Board of Australia of the Advisory Council's recommendations in relation to accreditation of postgraduate year 1 training positions• Develop linkages and arrangements with accreditation agencies and education providers to:<ul style="list-style-type: none">○ Promote a continuum of learning○ Foster sharing of expertise and information○ Minimise any duplication of workload on health services that is associated with multiple accreditation agencies and processes• Establish, maintain and promote partnerships with relevant national and jurisdictional organisations• Contribute to a national core competency set for prevocational training and undertake research in relation to education and training pathways, assessment and the needs of international graduates• Receive feedback from TMOs about relevant safety and quality matters and advocate to health services about postgraduate training, health and welfare issues.
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Our organisational structure

The Advisory Council has the following five committees and one subcommittee to assist with its roles and function:

- Accreditation Committee
- Education Committee
- Doctors in Training Committee
- Directors of Clinical Training Committee
- Professional Medical Colleges Committee
- Medical Education Officers Subcommittee

A list of current members is available at:

<https://www.samet.org.au/committees-and-forums/sa-met-health-advisory-council/meet-the-council-members/>

Changes to the agency

During 2021-22 there were no changes to the agency's structure and objectives as a result of internal reviews or machinery of government changes.

Our Minister



Hon Chris Picton MP is the Minister for Health and Wellbeing in South Australia.

The Minister oversees health, wellbeing, mental health, ageing well, substance abuse and suicide prevention.

Our Executive team

Not applicable for the SA MET Health Advisory Council

Legislation administered by the agency

Health Care Act 2008

Other related agencies (within the Minister's area/s of responsibility)

- Department for Health and Wellbeing
- Central Adelaide Local Health Network
- Northern Adelaide Local Health Network
- Southern Adelaide Local Health Network
- Women's and Children's Health Network
- Barossa Hills Fleurieu Local Health Network
- Eyre and Far North Local Health Network
- Flinders and Upper North Local Health Network
- Limestone Coast Local Health Network
- Riverland Mallee Coorong Local Health Network
- Yorke and Northern Local Health Network

The agency's performance

Performance at a glance

Not applicable.

Agency contribution to whole of Government objectives

Key objective	Agency's contribution
More jobs	Not applicable
Lower costs	Not applicable
Better Services	Not applicable

Agency specific objectives and performance

Agency objectives	Indicators	Performance
SA MET Strategic Plan	Finalised.	<p>The SA MET Strategic Plan 2021-2026 was finalised and officially launched in October 2021.</p> <p>The Strategic Plan was developed with the purpose of establishing challenging but realistic goals to improve the quality and coordination of learning, education and training for medical professionals and enhance our partnerships within SA Health and with medical education and training providers.</p> <p>The areas of focus within the Strategic Plan include:</p> <ul style="list-style-type: none"> • Learning Culture – Embracing a culture of learning and wellbeing. • Innovation and Collaboration – Embedding innovation and collaboration. • Workforce Agility – Optimise career pathways and recognition of prior learning. <p>The SA MET Health Advisory Council commenced preparatory work and implementation of several strategic initiatives from within the plan in early 2021.</p> <p>https://www.samet.org.au/reports-and-resources/resources/south-australian-medical-education-and-training-strategic-plan-2021-2026/</p>

<p>SA MET Accreditation Authority Review.</p>	<p>In progress.</p>	<p>The Australian Medical Council (AMC) undertook an Assessment of Intern Training Accreditation Authority Review of the SA MET Health Advisory Council on 25 & 26 July 2022 for the purposes assessment and reaccreditation of the Health Advisory Council as an accredited authority that assesses intern training programs against Accreditation Standards.</p> <p>Each intern training accreditation authority undergoes a reaccreditation assessment by an AMC team at least every eight years.</p> <p>The AMC will undertake further assessments of a Local Health Network Accreditation Visit on 17 & 18 August, conducted by the SA MET Unit. The AMC will conduct further observations of the SA MET Accreditation Committee and Health Advisory Council meetings, prior to providing a written report to the Health Advisory Council in late 2022.</p>
<p>ANZ Prevocational Medical Education Forum 2022.</p>	<p>In progress.</p>	<p>The ANZ Prevocational Medical Education Forum is being held in Adelaide, 20 – 23 November 2022 with the SA MET Health Advisory Council responsible for hosting the Forum.</p> <p>The Forum aims to bring current challenges in medical training to the spotlight with a mixture of robust discussions on many issues affecting medical education and training. The program incorporates presentations from key-note speakers, abstract reviewed sessions and workshops, and a series of debates to round off each day’s learnings.</p> <p>https://prevocforum2022.com.au/</p>

<p>Australian Medical Council (AMC) National Framework for Prevocational Medical Training Review.</p>	<p>In progress.</p>	<p>The SA MET Health Advisory Council is participating in the consultation and implementation of the AMC National Framework for Prevocational Medical Training Review.</p> <p>In 2022, the AMC Framework Implementation Steering Committee was established as a leadership team of LHN Executives, medical education and training leaders and Statewide services.</p> <p>The purpose of this committee is to provide harmonisation and support to the LHNs on the implementation of the Framework from a Statewide perspective.</p> <p>The Health Advisory Council Presiding Member provides information and updates on the Framework to this steering committee and the steering committee provides quarterly reports on the progress to the Health Advisory Council.</p> <p>https://www.amc.org.au/accreditation-and-recognition/assessment-accreditation-prevocational-phase-medical-education/national-framework-for-prevocational-medical-training/</p>
<p>Preventing and Responding to Bullying, Harassment and Discrimination Guidelines.</p>	<p>Finalised.</p>	<p>The preventing and responding to bullying, harassment and discrimination guideline is intended to support Trainee Medical Officers and Prevocational Trainee Supervisors and Managers to prevent and respond to workplace bullying, harassment and discrimination in the workplace, by providing resources and supports.</p> <p>This guideline has been developed as part of the SA MET Strategic Plan initiatives and in conjunction with the DCT and MEO committees. It is intended to be used as a resource to compliment the DHW Cultural Evolution Pathway and other Wellbeing initiatives within LHNs.</p> <p>https://www.samet.org.au/reports-and-resources/resources/bullying-harassment-and-discrimination/</p>

<p>Responding to Concerns Guideline.</p>	<p>Finalised.</p>	<p>The purpose of the Responding to Concerns Guideline is to outline the process for responding to concerns and complaints received by the South Australian Medical Education and Training (SA MET) Unit regarding Trainee Medical Officer (TMO) education and training, supervision, TMO welfare or patient safety in South Australia. The process allows anyone to raise instances of non-compliance of safety, health and welfare within their workplace, protecting their safety and that of others in their care.</p> <p>The concern or complaint received will be assessed and will identify the level of risk of the issues raised.</p> <p>All extreme or major risks will be escalated the associated LHN’s Chief Executive Officer (CEO), Executive Director Medical Services (EDMS) and Director of Clinical Training (DCT).</p> <p>Minor or moderated risks are escalated to the LHNs DCT and Medical Education Officer (MEO).</p> <p>If consent is provided by the individual who made the report, a record of is maintained in the Responding to Concerns Register and discussed at the SA MET Accreditation Committee and Health Advisory Council. Anonymity is ensured during any discussions at the Accreditation Committee and Health Advisory Council.</p> <p>https://www.samet.org.au/prevocational-accreditation/process/</p>
<p>Risk Management Process.</p>	<p>Finalised.</p>	<p>This process operates under the principles of information sharing and collaboration with stakeholders to effectively identify, monitor and manage strategic and operational risks to the SA MET Unit and/or the Health Advisory Council. Risks may also relate to accreditation of intern and postgraduate year 2 (PGY2+) training programs. A database to record risks has been established to support the process.</p> <p>The risk register is tabled at the Health Advisory Council every 6 months and at the Accreditation Committee on an as needs basis.</p>

Accreditation of Intern Training.	Rated effective.	<p>Accreditation processes are completed in required timelines and in line with policy and national requirements.</p> <p>https://www.samet.org.au/prevocational-accreditation/evaluation/</p>
SA MET Accreditation Standards review.	In progress.	<p>In line with the AMC National Framework for Prevocational Medical Training Review, the SA MET Health Advisory Council will review the SA MET Accreditation Standards.</p>
Accreditation Committee Terms of Reference.	Finalised.	<p>The terms of reference were updated in line with the SA MET Health Advisory Rules in 2021.</p> <p>https://www.samet.org.au/about/accreditation-committee/</p>
Mandatory Training Advisory Group.	In progress.	<p>The Health Advisory Council Presiding Member is a member of the SA Health Mandatory Training Advisory Group (MTAG) which has been formed to guide the development of a SA Health Mandatory Training Framework (SAHMTF). Although this group is not under the remit of the Health Advisory Council, the Health Advisory Council Presiding Member has been able to advocate for changes to mandatory training which is a particular concern for doctors.</p> <p>This collaboration was initiated as part of the SA MET Strategic Plan.</p>
SA Medical Education Interest Group.	In progress.	<p>Due to the success of the Simulation Community of Practice in 2020, the SA Medical Education Interest Group was established in May 2022.</p> <p>Finalisation of recurring meetings and platform to share medical education and training resources in in progress.</p>

Ahpra Medical Training Survey	Annual basis.	<p>The Medical Training Survey (MTS) is a national, profession-wide survey of all doctors in training in Australia. It is a confidential way to get national, comparative, profession-wide data to strengthen medical training in Australia.</p> <p>The SA MET Health Advisory Council has been actively involved in promoting the MTS to all doctors in training, and once the reports are released, collating individual LHN data and providing LHN specific reports. This data is then summarised into areas of excellence and areas of improvement for medical education and training.</p> <p>https://medicaltrainingsurvey.gov.au/</p>
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Corporate performance summary

Not applicable

Employment opportunity programs

Program name	Performance
Staff that support the Council participate in the Department for Health and Wellbeing employment opportunity programs and professional development.	The Department for Health and Wellbeing Annual Report on the SA Health Website highlights key programs available to staff. Refer to: http://www.sahealth.sa.gov.au

Agency performance management and development systems

Performance management and development system	Performance
Staff that support the Council participate in the Department for Health and Wellbeing performance management and development system.	The Department of Health and Wellbeing Annual Report on the SA Health Website highlights key programs available to staff. Refer to: www.sahealth.sa.gov.au

Work health, safety and return to work programs

Not applicable

Executive employment in the agency

Not applicable

Financial performance

Financial performance at a glance

The following is a brief summary of the overall financial position of the agency. The information is unaudited. Full audited financial statements for 2021-2022 are attached to this report.

Statement of Comprehensive Income	2021-22 Budget \$000s	2021-22 Actual \$000s	Variation \$000s	2020-21 Actual \$000s
Total Income	0	0	0	0
Total Expenses	0	0	0	0
Net Result	0	0	0	0
Total Comprehensive Result	0	0	0	0

Statement of Financial Position	2021-22 Budget \$000s	2021-22 Actual \$000s	Variation \$000s	2020-21 Actual \$000s
Current assets	0	0	0	0
Non-current assets	0	0	0	0
Total assets	0	0	0	0
Current liabilities	0	0	0	0
Non-current liabilities	0	0	0	0
Total liabilities	0	0	0	0
Net assets	0	0	0	0
Equity	0	0	0	0

Consultants disclosure

The following is a summary of external consultants that have been engaged by the agency, the nature of work undertaken, and the actual payments made for the work undertaken during the financial year.

Consultancies with a contract value below \$10,000 each

Consultancies	Purpose	\$ Actual payment
All consultancies below \$10,000 each - combined	Nil to report	0

Consultancies with a contract value above \$10,000 each

Consultancies	Purpose	\$ Actual payment
Nil to report	Nil to report	0
	Total	\$ 0

Data for previous years is available at:

<https://data.sa.gov.au/data/dataset/consultants-sa-met-advisory-council/resource/8b23bae9-867b-474c-baa0-d52aaf177932>

See also the [Consolidated Financial Report of the Department of Treasury and Finance](#) for total value of consultancy contracts across the South Australian Public Sector.

Contractors disclosure

The following is a summary of external contractors that have been engaged by the agency, the nature of work undertaken, and the actual payments made for work undertaken during the financial year.

Contractors with a contract value below \$10,000

Contractors	Purpose	\$ Actual payment
All contractors below \$10,000 each - combined	Nil to report	0

Contractors with a contract value above \$10,000 each

Contractors	Purpose	\$ Actual payment
Nil to report	Nil to report	0
	Total	\$ 0

Data for previous years is available at:

<https://data.sa.gov.au/data/dataset/consultants-sa-met-advisory-council/resource/8b23bae9-867b-474c-baa0-d52aaf177932>

The details of South Australian Government-awarded contracts for goods, services, and works are displayed on the SA Tenders and Contracts website. [View the agency list of contracts.](#)

The website also provides details of [across government contracts.](#)

Other information

Not applicable

Risk management

Risk and audit at a glance

Not applicable

Fraud detected in the agency

Category/nature of fraud	Number of instances
Nil to report	

NB: Fraud reported includes actual and reasonably suspected incidents of fraud.

Strategies implemented to control and prevent fraud

All relevant South Australian Government policies and processes are strictly adhered to and monitored. All decisions are made by staff in line with their appropriate level of delegation, in particular relating to finance and human resources.

Data for previous years is available at: <https://data.sa.gov.au/data/dataset/fraud-detected-in-the-agency-sa-met-advisory-council/resource/c75c2baa-f167-4c5c-8898-d40f6db82167>

Public interest disclosure

Number of occasions on which public interest information has been disclosed to a responsible officer of the agency under the *Public Interest Disclosure Act 2018*:

0

Data for previous years is available at: <https://data.sa.gov.au/data/dataset/whistle-blowers-disclosure-sa-met-advisory-council/resource/dd4a1e49-bb57-4129-be2b-20c47d8b46ab>

Note: Disclosure of public interest information was previously reported under the *Whistleblowers Protection Act 1993* and repealed by the *Public Interest Disclosure Act 2018* on 1/7/2019.

Reporting required under any other act or regulation

Act or Regulation	Requirement
Health Care Act 2008	Part 4 – Health Advisory Councils Division 3 – Related Matters (22) A HAC must, within 3 months after the end of each financial year, deliver to the Minister a report on the operations of the HAC during that financial year.

Reporting required under the *Carers' Recognition Act 2005*

Not applicable

Public complaints

Number of public complaints reported

Complaint categories	Sub-categories	Example	Number of Complaints 2021-22
Professional behaviour	Staff attitude	Failure to demonstrate values such as empathy, respect, fairness, courtesy, extra mile; cultural competency	0
Professional behaviour	Staff competency	Failure to action service request; poorly informed decisions; incorrect or incomplete service provided	0
Professional behaviour	Staff knowledge	Lack of service specific knowledge; incomplete or out-of-date knowledge	0
Communication	Communication quality	Inadequate, delayed or absent communication with customer	0
Communication	Confidentiality	Customer's confidentiality or privacy not respected; information shared incorrectly	0
Service delivery	Systems/technology	System offline; inaccessible to customer; incorrect result/information provided; poor system design	0
Service delivery	Access to services	Service difficult to find; location poor; facilities/ environment poor standard; not accessible to customers with disabilities	0
Service delivery	Process	Processing error; incorrect process used; delay in processing application; process not customer responsive	0
Policy	Policy application	Incorrect policy interpretation; incorrect policy applied; conflicting policy advice given	0

Complaint categories	Sub-categories	Example	Number of Complaints 2021-22
Policy	Policy content	Policy content difficult to understand; policy unreasonable or disadvantages customer	0
Service quality	Information	Incorrect, incomplete, out dated or inadequate information; not fit for purpose	0
Service quality	Access to information	Information difficult to understand, hard to find or difficult to use; not plain English	0
Service quality	Timeliness	Lack of staff punctuality; excessive waiting times (outside of service standard); timelines not met	0
Service quality	Safety	Maintenance; personal or family safety; duty of care not shown; poor security service/ premises; poor cleanliness	0
Service quality	Service responsiveness	Service design doesn't meet customer needs; poor service fit with customer expectations	0
No case to answer	No case to answer	Third party; customer misunderstanding; redirected to another agency; insufficient information to investigate	0
		Total	0

Additional Metrics	Total
Number of positive feedback comments	0
Number of negative feedback comments	0
Total number of feedback comments	0
% complaints resolved within policy timeframes	0

Data for previous years is available at: https://data.sa.gov.au/data/dataset/summary-of-complaints-sa-met-advisory-council/resource/d81a9d54-92d7-40a4-9b41-546b50b32c4f?inner_span=True

Service Improvements

Not applicable

Compliance Statement

SA Medical Education and Training Health Advisory Council is compliant with Premier and Cabinet Circular 039 – complaint management in the South Australian public sector	Y
SA Medical Education and Training Health Advisory Council has communicated the content of PC 039 and the agency’s related complaints policies and procedures to employees.	Y

Appendix: Audited financial statements 2021-22

The SA MET Health Advisory Council is unincorporated and therefore does not provide a financial statement. An unaudited financial statement is provided to the Medical Board of Australia each financial year, specifically relating to the expenditure for the accreditation function provided by the Advisory Council.