



Calling for Expressions of Interest:

Māori Practitioner Advisory Committee for Medical Laboratory Science and Anaesthetic Technology Practitioners

The Medical Sciences Council (the Council) has a responsibility under the Health Practitioners Competence Assurance Act 2003 to protect the public of Aotearoa | New Zealand by providing mechanisms to ensure that practitioners are fit and competent to practise. The Council has specific requirements under section 118i to set standards of clinical competence, cultural competence (including competencies that will enable effective and respectful interaction with Māori), and ethical conduct to be observed by health practitioners of the profession.

Expressions of interest are being sought from registered Māori medical laboratory science and anaesthetic technology practitioners across all scopes of practice and from consumers of health care services, to assist the Council with reviewing key standards and codes of conduct and to provide advice to the Council.

What will membership entail?

- Meeting over a 12 month period to firstly develop a work plan for review of key documents and then to undertake the review
- Providing advice to the Council on changes required to core documents to ensure that practitioners demonstrate knowledge skills and behaviours that enable effective interaction with Māori
- Some travel to Wellington

What you need to do if you are interested in becoming part of the committee:

- Please email Chief Executive Dr Sue Calvert at sue.calvert@medsci.co.nz by the close of business on **3 May 2023** with your expression of interest. This should include your name, a summary of your recent positions and experience and a brief overview of why you want to be considered for this role.
- Further information can be found below, if you have any questions please do not hesitate to contact our CE Dr Sue Calvert.

We look forward to hearing from you



**MEDICAL SCIENCES COUNCIL
OF NEW ZEALAND**
TE KAUNIHERA PŪTAIAO HAUORA O AOTEAROA

TERMS OF REFERENCE

MĀORI PRACTITIONERS ADVISORY COMMITTEE

Te Kaunihera Pūtaiao Hauora o Aotearoa | The Medical Sciences Council is appointed under the Health Practitioners Competence Assurance Act 2003 to protect the health and safety of the public of Aotearoa New Zealand by providing mechanisms for medical laboratory science and anaesthetic technology practitioners to demonstrate they are competent and fit to practise.

Our work is guided by the values of:

Whakamarama | Accountability

Taking responsibility for our actions (and inactions)

Kōrerorero | Engagement

Listening to and talking with our stakeholders

Whaka Taurite | Equity

Promoting health equity for all New Zealanders

Kounga | Quality Standards

Taking a quality assurance approach with all that we do

Whakangarahu | Strategic Focus

Planning to meet future needs through flexibility and adaptability

Kotahitanga | Unity

Working with our stakeholders to promote quality and equitable health services

Introduction

This document sets out the roles and responsibilities of the Māori Practitioners Advisory Committee (the Committee) which has been appointed by Te Kaunihera Pūtaiao Hauora o Aotearoa | the Medical Sciences Council.

It provides guidance on the Committee's purpose, roles, responsibilities, operations, tenure, and obligations in accordance with the Health Practitioners Competence Assurance Act 2003.

Role of the Māori Practitioners Advisory Committee

The Committee has been established to provide advice to Te Kaunihera Pūtaiao Hauora o Aotearoa | the Medical Sciences Council regarding policy documents pertaining to the impact on Māori of the practice standards required of medical laboratory science and anaesthetic technology practitioners in Aotearoa New Zealand.

Responsibilities of the Committee

The Committee is responsible for advising on the content of Council policy documents to ensure they clearly set out expectations of medical laboratory science and anaesthetic technology practitioners in terms of practising in ways that are inclusive of and responsive to Māori.

To begin with the Committee will review the terms of reference to ensure there is shared understanding between the Council and the Committee of its purpose, its function and roles and responsibilities. Following agreement, the committee will then review the following policy documents and provide advice to the Council on recommended actions:

- Cultural Competence Standards for Medical Laboratory Science and Anaesthetic Technology Practitioners
- Competence Standards for Medical Laboratory Science Practitioners
- Competence Standards for Anaesthetic Technicians
- Code of Ethical Conduct for Medical Laboratory Science and Anaesthetic Technology Practitioners
- Continuing Professional Development for Medical Laboratory Science Practitioners
- Continuing Professional Development for Anaesthetic Technicians
- Mortuary Practice section of the Registration policy

Powers of the Committee/Decision making

The Committee has been established in accordance with schedule 3 (16) and (17) of the Health Practitioners Competence Assurance Act 2003 which enables the Council appoint committees, to regulate its procedures and to discharge, alter or reconstitute committees that have been appointed.

The Committee has the power to provide the Council with advice and recommendations on the changes required to the core documents to ensure that practitioners demonstrate knowledge skills and behaviours that enable effective interaction with Māori.

Any recommended changes that are proposed by the Committee and agreed by the Council may need to undergo a consultation process with practitioners before final approval and implementation.

The Council has the ultimate responsibility for decision making on any changes that are required as it is the body appointed by the Minister of Health with the mandate for public protection.

Further advice will be sought from the Committee following any consultation process that is undertaken.

Membership

Committee members are appointed through an expressions of interest process. Committee members will be health professional members and also lay representative (s). Appointments will be made by the Chief Executive in consultation with the Council Chair and with the endorsement of the Council.

Membership will comprise:

1. Four Tangata Whenua registered practitioners who are either Anaesthetic Technicians or Medical Laboratory Scientists or Technicians
2. One Tangata Whenua lay person
3. A current member of the Medical Sciences Council

The Committee is appointed for an initial term of 12-months during which time it will review the terms of reference and seven policy documents as previously listed.

These are paid positions and members will be remunerated in line with the current Council fees framework.

Expertise

As the main work of the Committee is to advise the Council in terms of the relevance and appropriateness of policies and guidelines from the viewpoint of Māori, members may have a strong background in te ao Māori and tikanga Māori and may come with a background of lived Māori experience. It is desirable that they have an understanding of Te Reo Māori me te tikanga Māori.

Committee members will be registered medical laboratory science or anaesthetic technology practitioners, and ideally come from a range of the scopes of practice for the professions.

Members will be able to apply their cultural identity and experiences to the context of medical laboratory science services and anaesthesia services that support equity of service provision and that lead to better outcomes for Māori.

Chair

The Committee will appoint a Chair from the membership. Ideally the Chair will not be the member who is also a Council member.

The Chair is responsible for convening of meetings, managing meeting protocols and procedures, and approving meeting agendas and draft minutes.

Seeking further advice/support from Haemata is the responsibility of the Chair.

Operation of the Committee

The Committee will liaise with the Council through the Chief Executive. The Committee will be provided with secretariat administrative support by a staff member from Medical Sciences Secretariat. Such support to include minute taking, meeting arrangements and other requirements as agreed. The Committee will also be provided with policy and procedural advice from Council secretariat staff, this will be provided to assist the committee to understand the role and function of the Council and the requirements of the HPCA Act on it.

Advice and support is provided in order to support the Committees decision making and recommendations.

During its establishment phase the Committee will be supported by Haemata, a Māori consultancy, to agree its approach to and execution of its roles and responsibilities. While input from Haemata is envisaged as being short-term, they will remain available to the Committee on an as-needed basis.

The Committee is responsible for deciding how often, and by what means, it will meet. A meeting schedule is to be agreed by the Committee and forwarded to the Council for endorsement. This is to ensure alignment with budget and because the Medical Sciences Council is responsible for the prudent use of registrants' fees. The Chair is responsible for liaising with the Chief Executive to ensure that the committee has the resourcing and support it requires.

The Committee will agree its quorum requirements.

Meetings are to be minuted, the format of those minutes being as agreed by the Committee. The Chair of the Committee is to ensure a copy of each set of meeting minutes is forwarded to the Executive Assistant via the administrative support provided by Medical Sciences Secretariat for inclusion in the next scheduled meeting of the Council.

The Chair of the Committee, or their delegate, is to attend each meeting of the Council during their 12-month tenure, to advise on progress and any issues with the policy work being undertaken by the Committee.

Review of the Committee

The Council will undertake a review of the Committee after 9-months of its establishment with a view to whether the Committee will continue past its initial 12-month tenure, and/or a revision of its purpose and responsibilities.

The review will be managed through a face-to-face consultative process with the Committee.