

Draft program – Day One

Time	Topic	Presenter
9:00	Registration	
9:30	Introduction and objectives	All
10:00	An overview of ACHS Governance and structure Research agenda	D Yen
10:30	Standards development Standards committee Reference committees Pilot testing Industry consultation	C Maxwell
11:00	Tea break	
11:30	EQulP Standards Function, standards, criteria and guidelines Mandatory criteria	S Gilham
12:00	The EQulP framework Membership Cycles and phases Rating levels Accreditation status	D Yen
12:30	Lunch break	
14:00	Clinical Indicator Program Types of indicators Development Submission Reporting	C Maxwell
14:30	Electronic Assessment Tool Overview and demonstration	D Yen
15:00	Tea break	
15:30	Pre-survey report on Mythical Health Care Service Key improvements Planned improvements Summary of supportive evidence	All
16:30	Survey: What to expect Liaising with the survey team coordinator Timetable Presentations Interviews/documentation Summation conference Post survey activities	S Gilham/ C Maxwell
5:00	Finish	

Draft Program – Day Two

Time	Topic	Presenter
9:00	Review of the previous day's topics	All
9:30	The surveyor workforce Recruitment and selection Surveyor Commitments Training and education Code of conduct Role of the team coordinator	S Gilham/ C Maxwell
10:00	Writing the report (Survey team) How to verify evidence to meet the criteria How to make recommendations meaningful When to give recommendations High Priority Recommendations Role of Coordinators Explanation of terms used to report accreditation results	S Gilham/ C Maxwell
10:30	Assessment of the Mythical Health Care Service Surveyor comments Surveyor Recommendations Surveyor rating Risk rating Summation conference	All
11:00	Tea break	
12:00	Assessment of the Mythical Health Care Service (continued)	
12:30	Lunch break	
14:00	ACHS support services Customer services manager Initial assessment of readiness to be surveyed Education consultancies Trial surveys	D Yen
14:30	International activities ACHS International Issues and support	D Yen
15:00	Tea break	
15:30	Trends in performance Strategic Performance Analysis Reporting National Accreditation Report Clinical indicators Report	C Maxwell
16:00	General discussions/evaluations	All
16:30	Finish	