



MEMBERSHIP APPLICATION AND ADVANCEMENT SCORING FORM

Points are attributed as follows:

| | |
|------------------|---|
| 12 points | Required to attain Associate Fellow membership |
| 20 points | Required to enter the Fellowship Program after being accepted and joining as an Associate Fellow. Note that there is a minimum requirement of 1 point in Section 6 |

| | |
|--------------------------------------|---------------------|
| Prefix (MR/MRS/MS/DR/PROF) | English Name |
| | Chinese Name |
| Current Role / Position | |
| Organisation | |
| Email | |
| Mobile | |
| Address (for correspondence) | |
| Country | Postcode |

The information contained in this application will be kept strictly confidential.



Section 1 **Executive Leadership Experience**

You are currently, or have been in a position at one of the top three levels of the organisation;

An Executive Health Leader

☐

An Executive Aged Care Leader

☐

An Executive Community Care Leader

☐

Total operating budget of > \$50M

CEO or equivalent

☐

Total operating budget of > \$25M

| Position Title | Organisation | CV page ref. | Full Years | Points Claimed | Office Use |
|-----------------------------|--------------|--------------|------------|----------------|------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Total Points Claimed | | | | | |

Years of Service listed above can only be claimed once in this application

Points calculation: Less than 2 years = 1 point
 > 2 years = for every year add 2 points
i.e. . 3 years = 3 points, 4 years = 5 points, 5 years = 7 points **MAXIMUM = 30 POINTS**

Note:

1. Please ensure your Curriculum Vitae has sufficient detail to support your claim that you were APPOINTED to a position at the top levels of the organisation reporting to the Governing Body and that the organisation had an operating budget of sufficient size to support any claim for points in this section.

Comments:

HKCHSE President / Vice President/ Council Members' Notes:



Section 2 Senior Leadership Experience

You are currently, or have been (*please tick*)

| | |
|-------------------------------------|--------------------------|
| A senior Health Leader | <input type="checkbox"/> |
| Senior Aged Care Leader | <input type="checkbox"/> |
| Senior Community Care Leader | <input type="checkbox"/> |
| Senior Health Management Academic | <input type="checkbox"/> |
| Senior Health Policy Advisor | <input type="checkbox"/> |
| Senior Health Consultant | <input type="checkbox"/> |

Notes:

1. A senior health, aged or community care manager, senior academic, policy advisor or consultant;
 - holds positions **above other managers**
 - supervises other managers
 - has **accountability for** resources

A health / aged care manager may work in a provider, government, professional services or academic organisation provided that it is predominantly concerned with care, monitoring or prevention.

2. Make sure that your position description has sufficient details to support your claim that you were **APPOINTED** to a position that supervised other managers and has control of resources.
3. Clinicians need to ensure that the years of experience they are claiming, are for appointment to positions that have a direct management responsibility as defined above and must be reflected in the Curriculum Vitae.

| Position Title | Organisation | CV page ref. | Full Years | Points Claimed | Office Use |
|-----------------------------|--------------|--------------|------------|----------------|------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Total Points Claimed | | | | | |

Years of Service listed above can only be claimed once in this application.

Points calculation: 1 point for every **full year** in this category to a **maximum of 15 points**

Comments:

HKCHSE President / Vice President/ Council Members' Notes:



Section 3 Business and Management Experience

Are you currently, or have been, a health, aged or community care manager or health management academic, policy advisor or consultant?

| Position Title | Organisation | CV page ref. | Full Years | Points Claimed | Office Use |
|-----------------------------|--------------|--------------|------------|----------------|------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Total Points Claimed | | | | | |

Years of Service listed above can only be claimed once in this application

Notes:

1. A health / aged / community care manager has direct management supervision over others and has control over resources.
2. A health management academic teaches and/or conducts research in health service management.
3. Policy Advisors must have a track record of providing strategic advice to **Boards of Directors** and/or Governments
4. Consultants must have a successful track record of achievements in health service management.
5. Clinicians need to ensure that the years of experience they are claiming, are for appointment to positions that have a direct management responsibility as defined above and must be reflected in the Curriculum Vitae.

Points calculation:

| | |
|-----------------------|--|
| If less than 2 years | = 0 points |
| 2 years | = 2 points |
| Every year thereafter | = + 1 point to a maximum of 10 points |

Comments:

HKCHSE President / Vice President/ Council Members' Notes:



Section 4 BOARD MEMBER EXPERIENCE

Board Member participation is considered only for those Boards or equivalent that oversee a registered health service or health policy / regulator entity – **REGISTERED WITH ASIC OR ACNC**

This does not include hospital committees or where an Executive sit in attendance at Board meetings.

| Name of Board | Organisation | CV page ref. | Number of years as a full member | Points Claimed | Office Use |
|------------------------------|--------------|--------------|----------------------------------|----------------|------------|
| | | | | | |
| | | | | | |
| | | | | | |
| TOTAL POINTS CLAIMED: | | | | | |

Points calculation:

| | |
|-------------------|------------------------------------|
| Less than 1 year | = 0 points |
| 1 to 3 years | = 2 points |
| More than 3 years | = 4 points (maximum points) |

Comments:

HKCHSE President / Vice President/ Council Members' Notes:



Section 5 HEALTH PROFESSIONAL AND OTHER BUSINESS EXPERIENCE

5.1 Are you a qualified **health professional / scientist** with some years of practice?

NO ☐

YES ☐

Please state: _____

If you are currently or have been a health professional (e.g. medical practitioner, nursing professional, allied health professional or health scientist) with some years of practice, please add points as per below

Points Calculation:

| | |
|--|------------|
| < 5 years of practice (after registration or completion of qualifications) | = 1 point |
| 5 – 10 years of practice | = 3 points |
| > 10 years of practice | = 5 points |

Total Points Claimed (Maximum 5 Points)

Your score

Office Use

5.2 Are you qualified in a **health support profession** with some years of practice (e.g. IT, Accounting, Architect, Engineer)

Please state your professional qualification: _____

Years of practice in this profession: _____

Points Calculation:

| | |
|-------------------------|------------|
| Less than 5 years | = 1 point |
| 5 -10 years of practice | = 2 points |
| > 10 years of practice | = 3 points |

Points Claimed: (**Maximum 3 points**)

Your Score

Office Use

Comments:

HKCHSE President / Vice President/ Council Members' Notes:



Section 6 Education and knowledge of the healthcare environment

Do you have a recognised qualification in health management or management?

YES ☐ NO ☐

What is your highest level of health management / management qualification?

NOTE 1: There is a minimum requirement of 1 point for this section

NOTE 2: Please record the points you are claiming for only one qualification (the highest qualification that you have achieved).

Accepted qualifications range from Diploma (Australian Qualifications Framework Level 5) through to post graduate doctorate level. Qualifications such as Public Health may meet the requirements however a transcript indicating units completed will be required for assessment)

All qualifications fall into 3 categories:

1. Health management qualifications accredited by ACHSM as listed on the ACHSM website. The list is available at: <https://www.achsm.org.au/Education/University-programs/Accredited-courses>
2. Health management qualification not certified by ACHSM.
3. Management qualification other than health.

NOTE 3: The points for a Doctorate must have contributed to the body of health service management and evidence will need to be submitted to support this.

| | Health Management qualification certified by ACHSM | Health Management qualification NOT certified by ACHSM | Other Management qualification |
|---|--|--|--------------------------------|
| Doctorate / PhD | 8 points | 7 points | 4 points |
| Graduate Diploma / Master | 7 points | 5 points | 3 points |
| Bachelor Degree or Graduate Certificate | 6 points | 4 points | 2 points |
| Diploma, Advanced Diploma or Associate Degree | 5 points | 3 points | 1 point |

Total Points Claimed (**Maximum of 8 points**)

Office Use

Comments:

HKCHSE President / Vice President/ Council Members' Notes:



Section 7 Contributions to the Profession

- 7.1 Have you been an **author or co-author** of an article that contributed to the knowledge of **health service management, aged care management or community care management, health service management policy or health service management** research published in a peer reviewed publication in the past 10 years?

YES ☐ NO ☐ If yes, score = 5 points

Include full reference below:

Date of publication: _____

| | | | |
|----------------------|--|------------|--|
| Total Points Claimed | | Office Use | |
|----------------------|--|------------|--|

Note: You must be one of the first five authors and the article must be accessible by standard search methods (e.g. PubMed or Medline).

- 7.2 Have you completed and authored or co-authored a major published report on health, aged or community health care management or related issues in the past 10 years?

YES ☐ NO ☐ If yes, score = 5 points

Include full reference below:

Date of publication: _____

Web address where the paper can be accessed: _____

| | | | |
|----------------------|--|------------|--|
| Total Points Claimed | | Office Use | |
|----------------------|--|------------|--|

Note: Major published reports include those contracted by government, your or another organisation, that are publicly available (e.g. be accessible through Google Scholar or similar search engine) and **contribute to major funding, regulatory, organisational or policy changes**.



7.3 Have you participated in health, aged or community management profession activities in addition to your management role in the past 10 years?

YES

NO

If yes, score = 5 points

Please describe:

| | | | |
|----------------------|--|------------|--|
| Total Points Claimed | | Office Use | |
|----------------------|--|------------|--|

Note: Health management profession activities include participating on ACHSM committees, acting as a mentor in a formal mentor program, participation as an accreditation standards assessor or substantial and continuing casual teaching in a health/aged care management program at a university or in other academic programs.

7.4 Are you a FELLOW of another Profession Organisation? *i.e. RACMA*

YES

NO

Please state:

There are no points for 7.4 however you may be eligible for Fellowship after joining ACHSM and meeting the criteria for Dual Associate Fellow.

Comments:

HKCHSE President / Vice President/ Council Members' Notes:



Total Points (please complete)

| | Your Points | CEO | CE (For Fellowship Only) |
|--|-------------|-----|-----------------------------|
| Section 1 (maximum 30 points) | | | |
| Section 2 (maximum 15 points) | | | |
| Section 3 (maximum 10 points) | | | |
| Section 4 (maximum 4 points) | | | |
| Section 5 | | | |
| ➤ 5.1 (maximum 5 points) | | | |
| ➤ 5.2 (maximum 3 points) | | | |
| Section 6 (MINIMUM 1 point and MAXIMUM 8 points) | | | |
| Section 7 | | | |
| ➤ 7.1 (maximum 5 points) | | | |
| ➤ 7.2 (maximum 5 points) | | | |
| ➤ 7.3 (maximum 5 points) | | | |
| Total Points | | | |