

## Advisory No: GP18/02

<b>TITLE</b>	<b>Transferring accreditation between accrediting agencies</b>
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<b>REPLACES</b>	Not applicable
<b>STATUS</b>	Final
<b>COMPLIANCE</b>	Mandatory
<b>APPROVED FOR DISTRIBUTION BY</b>	CEO
<b>REVIEW DUE DATE</b>	28 February 2020
<b>INFORMATION IN THIS ADVISORY APPLIES TO:</b>	All approved accrediting agencies assessing general practices
<b>KEY RELATIONSHIP</b>	Not applicable
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<b>TRIM NO.</b>	D17-33482
<b>LINKAGES TO OTHER ADVISORIES and/or DOCUMENTATION</b>	
<b>ATTACHMENTS</b>	
<b>NOTES (if applicable)</b>	

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### Transferring accreditation between accrediting agencies

#### PURPOSE:

To clarify responsibilities and processes for accrediting agencies and general practices when a practice transfers between accrediting agencies.

#### ISSUE:

Accrediting agencies, the Australian Government Department Services Australia and the Australian Government Department of Health have raised concerns with the Australian Commission on Safety and Quality in Health Care (the Commission) about the movement of general practices between accrediting agencies.

The implementation of the National General Practice Accreditation Scheme has led to an increase in the number of approved accrediting agencies offering accreditation services to general practices. General practices now have greater choice when seeking accreditation and may choose to change their accreditation service provider at the end of a contracted period or during an accreditation cycle.

General practices should not be prevented from transferring between accreditation service providers during an accreditation cycle as long as they have met, and continue to maintain, the Royal Australian College of General Practitioners (RACGP) Standards for general practices.

The *initial accrediting agency* is the accrediting agency that currently provides accreditation services to a practice.

The *receiving accrediting agency* is the accrediting agency that the practice applies to for future accreditation services.

#### REQUIREMENTS:

This advisory applies to general practices that transfer between accreditation service providers during their current accreditation cycle. This process does not apply to general practices that seek to change their accrediting agency during an on-site assessment or immediately following an on-site assessment before an outcome has been decided.

If a practice changes their accrediting agency during their current accreditation cycle, the *initial accrediting agency* may withdraw an accreditation award if their signed client agreement includes provisions for this to occur.

A practice can transfer their accreditation status to the *receiving accrediting agency* provided:

1. The practice has signed a contract with the *receiving accrediting agency* prior to or immediately following cancellation of their client agreement with the *initial accrediting agency*
2. The practice maintains its existing accreditation cycle and schedule of assessment
3. The practice has no outstanding obligations to the *initial accrediting agency* and is not participating in a surveillance program.

General practices should provide copies of their most recent assessment report from the *initial accrediting agency* to assist with the continuity of the accreditation cycle. Depending on the *receiving accrediting agency's* assessment of a practice's application and their most recent accreditation report, practices may be required to undergo a review or participate in an alignment survey conducted by the *receiving accrediting agency* to ensure compliance with the RACGP Standards have been maintained.

Where there are changes to the practice's location or governance arrangements during, or just prior to, transferring between accrediting agencies, then the *receiving accrediting agency* should conduct a review to determine if an assessment of the practice is required to ensure there is ongoing compliance with the standards.

If the *receiving accrediting agency* accepts the practice's application and establishes a client agreement, it must maintain the practice's existing accreditation cycle, including the schedule of assessments and expiry date. A transferring practice would not be eligible for an extension to their accreditation status if the *receiving accrediting agency* cannot maintain their existing accreditation cycle. If a *receiving accrediting agency* cannot maintain a practice's existing accreditation cycle, they should not accept the practice's application for transfer. Refer to Advisory GP18/01 on extensions to general practice accreditation expiry.

General practices with concerns about the decisions of an accrediting agency in relation to applications for transfer can contact the Commission's Safety and Quality Advice Centre on 1800 304 056 or email [AdviceCentre@safetyandquality.gov.au](mailto:AdviceCentre@safetyandquality.gov.au).