

# **Appendix 4 Dietetic Standards and Accreditation Advisory Committee – Terms of Reference and Selection Criteria**

**Reviewed and Revised December 2004**

**To be reviewed June 2006**

## **4.1 Terms of Reference for DSAAC**

### **Composition**

Director:	Member of the DAA Board
Chairperson:	Appointed from Members of Dietetic Standards and Accreditation Advisory Committee
Members:	Four to eight members appointed by the Board for a two year term from the expressions of interest from members;
	DAA President (ex-officio); and
	Professional Services Director

### **Role**

To advise the Board and develop and progress issues relevant to nutrition and dietetics education

### **Functions**

1. Collaborate with universities offering dietetic programs towards achieving high standards of education within Australia, taking into account workforce trends
2. Undertake accreditation processes for dietetic education at appropriate intervals and make recommendations to the Board
3. Advise on research and development relating to professional standards in dietetics
4. Actively interact and collaborate with professions working in areas of common interest in relation to education
5. Review and maintain DAA education and accreditation documents (e.g. Education and Accreditation Handbook, Competency Standards)
6. Promote integration between entry-level dietetic education and professional development activities
7. Utilise DAA Reference Groups for input and consultation as required
8. Advise the Board on matters of professional development and recognition of advanced practice.
9. Five members of this Committee are appointed as members of the Council on Dietetic Standard Recognition (CODSR).

## **Responsibility and Reporting**

1. Adhere to the By-law – *Procedure for Operation of Advisory Committees of the Board* (August 2001).
2. The Advisory Committee shall be responsible to the Board and shall report to that body as requested.

\*Note: the Advisory Committee may co-opt an ad hoc project group if the competency standards needed further work or if a group of Branch members was required to participate in an accreditation in a particular State. One useful function of such a group would be to develop suitable skills for potential applicants to DSAAC.

## **4.2 Selection Criteria for DSAAC**

### **Essential**

- DAA Member with APD status.
- Demonstrated leadership skills with the proven ability to initiate and manage change in a dynamic environment.
- Demonstrated high level problem solving and decision making skills and innovative conceptual skills.
- Superior interpersonal skills, including negotiation and conflict resolution skills and an ability to function at a high level of professionalism with minimal supervision, sufficient to be demonstrated at senior public or private sector or University level.
- Experience at DAA committee level and other government or non government organisations, including Universities.
- Demonstrated experience in assessing entry level dietetic practitioners or beyond.

### **Desirable**

- DAA member with Advanced APD or Fellow status.
- Range of advanced practice experience with a focus on one area of practice eg. clinical, food service, community or public health practice
- Knowledge of theoretical aspects of competency standard development and competency assessment

The selection criteria and call for expressions of interest should be advertised to members. Applicants would be required to submit a formal application and CV.

Application for membership could also be by invitation based on DAA membership details.

The selection process is to consider the following issues to ensure an appropriate balance in the membership:

- the range of expertise represented on the Panel eg. clinical, food service, community or public health practice
- the balance between applicants from academic and practice backgrounds
- the balance of branch representation.