

# ACCREDITATION MATERIAL CHANGE POLICY

## 1. Purpose

The education provider must notify the Council as soon as it becomes aware of actual or planned changes to an accredited program that are outside the usual evolution due to quality improvement initiatives, so that the impact on the ongoing compliance of the program with the Accreditation Standard can be assessed.

An assessment of the reported change(s) will be undertaken based on the evidence presented and the Council will determine the likely impact on compliance with the Accreditation Standard.

**Determination of a material change will normally require a full application for accreditation with associated fees.**

## 2. Definition

A material change is a change that will or may significantly affect the way the education provider meets the requirements of the Accreditation Standard. Material changes may include but are not limited to:

### 2.1 Increase in projected student numbers

- i.e. an increase in student enrolments by 25% or 30 students, whichever is lesser.

Increasing student numbers may significantly impact the resources available to deliver the program within both academic and clinical education settings and affect the student experience. This is likely to impact how a program continues to meet the accreditation standard across a range of areas, including: the availability of appropriate, experienced staff to support teaching and learning; the provision of sufficient resources to support learners and their progression; and the availability of suitable clinical placements and supervisors to support the development of professional practice.

### 2.2 Changes to resources and infrastructure including:

- Changes to academic staff that may adversely affect the provider's capacity to deliver the program(s).
- Changes to education provider funding models or financial position that may adversely affect the provider's capacity to deliver a quality physiotherapy program.
- Organisational changes that may have a detrimental impact on governance, quality improvement, and staffing.
- Changes to educational facilities that may adversely affect the provider's capacity to deliver the program(s).
- Changes to program delivery such as, but not limited to: change of site or addition of new sites (including offshore) (includes additions and withdrawals); contracting with another organisation to deliver a significant proportion of a program or services (i.e. third party provider).
- Changes to the legal status of the corporate entity of the education provider.
- Any incident or circumstance, which could affect the education provider's integrity or capacity to conduct its business or deliver the program.

### **2.3 Changes to program attributes including:**

- Addition of, or change to, the Australian Qualifications Framework award level.
- Change to the program duration.

### **2.4 Changes to curriculum including:**

- Significant variation to the currently accredited curriculum with respect to course structure, units, learning outcomes, content, or delivery methods.
- Significant changes to the clinical education program model or level of support from clinical education partners.

## **3. Related Documents**

Accreditation Standard for Entry-Level Physiotherapy Practitioner Programs December 2016