

## Optometry Regulatory Reference Group

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October 2024

### Terms of Reference

#### Purpose

The Optometry Regulatory Reference Group (the Reference Group) is convened by the Optometry Board of Australia (the Board) to:

- provide a forum for discussion of matters relating to the registration of optometrists and to the accreditation of optometry programs under the National Registration and Accreditation Scheme (the national scheme), and
- to foster communication and understanding of the different regulatory and accreditation issues between New Zealand and Australia.

#### Membership

The Reference Group will comprise of:

- members of the Optometry Board of Australia as determined by the Board with at least one community member
- up to two representatives from:
  - education providers with an Optometry approved program of study
  - Optometry Council of Australia and New Zealand
  - Optometrists and Dispensing Opticians Board of New Zealand
  - Optometry Australia
  - New Zealand Association of Optometrists
  - Optometry Council of New South Wales, and
- any other party as decided by the Board from time to time.

#### Functions

The Reference Group:

- is intended to be a discussion forum and does not hold any decision making powers
- will provide an opportunity for Reference Group members to raise and report on any issues of interest and/or concern related to the function of the Board
- may monitor the effectiveness of existing accreditation and registration requirements and related processes for the profession over time, and
- may make recommendations to any of the Reference Group members on matters related to the registration of optometrists and/or the accreditation of optometry programs under the national scheme.

## **Meetings**

The Reference Group intends to meet at least annually face to face at the National AHPRA offices in Melbourne or via videoconference and as required via teleconference.

The Reference Group may also be consulted via email on particular issues.

The meetings will be chaired by the Chair of the Board or in their absence a practitioner Board member as decided by the Board.

Members are required to meet all associated costs, including travel and accommodation, of attending the meeting.

## **Quorum**

The Reference Group has no delegated authority from the Board to make decisions and is therefore not subject to quorum.

All members are encouraged to send at least one representative to each meeting.

## **Support**

The Board's Executive Officer will provide the administrative and professional support for the Reference Group.

## **Review**

The ToR will be reviewed from time to time as required. This will generally be at least every five years.

Last reviewed: 24 October 2024