

# Accrediting mental health training

## Accrediting mental health activities with the GPMHSC for the 2017–19 triennium

The GPMHSC provides accreditation for GP mental health education and training activities. This information sheet outlines the process involved in applying to the GPMHSC for accreditation. All programs must have RACGP and/or ACRRM accreditation, prior to submission to the GPMHSC.

### Accrediting new mental health training activities with the GPMHSC for the 2017–19 triennium

### Re-accrediting training activities from previous trienniums with the GPMHSC for the 2017–19 triennium

Lodge an application on a 2017–19 GPMHSC dual application form for approval with the RACGP and/or ACRRM

The RACGP and/or ACRRM informs the GPMHSC of approval of the training activity. The RACGP and/or ACRRM on forwards the approved 2017–19 GPMHSC dual application form, accreditation of the activity and supporting documents to the GPMHSC Secretariat

#### Re-accreditation applications must also include:

- responses to the five new learning outcomes
- a cover letter outlining changes from the original application that have been incorporated into the activity for which you are seeking accreditation
- relevant attachments reflecting these changes (eg updated program outline, case studies used, participant activities, changes to predisposing and reinforcing activities)
- evaluation reports that contain aggregated data from activities completed in the previous triennium.

#### Pre-adjudication by the GPMHSC Secretariat

The GPMHSC Secretariat begins pre-adjudication of the dual application, using the GPMHSC Standards as outlined in *A framework for professional development in mental health for GPs 2017–19*

#### Adjudication by the GPMHSC Committee during a Committee meeting

#### Notification of outcome of the adjudication following the Committee meeting

For more details on the pre-adjudication, adjudication and notification of processes, please see overleaf

# Adjudication of mental health activities with the GPMHSC for the 2017–19 triennium

## Important information about

### Pre-adjudication of applications by the GPMHSC Secretariat:

- providers should allow sufficient time for applications to be adjudicated by the respective college to ensure that the application is received by the GPMHSC within the advertised closing dates
- submission of a draft application form enables the Secretariat to assist training providers in preparing applications in accordance with the GPMHSC educational standards and requirements, before adjudication by the Committee during Committee meetings
- once a draft application has been submitted to the GPMHSC Secretariat before the draft closing date, the Secretariat will review the application against the GPMHSC standards and provide feedback
- providers will have the opportunity to make revisions to the draft application and submit a final application by the final closing date, before the application is sent to the Committee for adjudication
- the closing dates for draft and final training applications are listed at [www.racgp.org.au/education/gpmhsc/training-providers/meetingdates](http://www.racgp.org.au/education/gpmhsc/training-providers/meetingdates)
- for online activities, full access to the online version is required – the username and password must be supplied to the GPMHSC Secretariat
- incomplete and late applications can be held over to the following meeting at the discretion of the GPMHSC Secretariat
- when teleconference meeting agendas are full, applications can be held over until the next meeting for adjudication
- no activity should be publicised by training providers as a GPMHSC accredited activity, unless written confirmation of accreditation by the GPMHSC has been received.



### Adjudication – GPMHSC Committee meeting:

- the GPMHSC does not grant retrospective accreditation for training activities
- the GPMHSC will not consider applications for accreditation of training that has been conducted, prior to the meeting date
- adjudication of training activities does not automatically guarantee accreditation.

### Outcome of adjudication AFTER the GPMHSC Committee meeting:

- all training providers will be advised of the adjudication outcome by the GPMHSC Secretariat within 1–2 days following the meeting
- formal written correspondence will be provided within 5–10 days following the meeting
- training activities should be only publicised as a GPMHSC accredited training activity, once written confirmation of accreditation by the GPMHSC has been received.