



Psychotherapy & Counselling
Federation of Australia

Professional Standards Committee Terms of Reference

Authority and Accountability

The PACFA Professional Standards Committee (PSC) is an advisory committee, accountable and reporting to the PACFA Board.

Role of the PSC

The PSC is composed of members of the PACFA Training Standards Committee (TSC) and the PACFA Register Committee (RC). The members of the TSC and RC are brought together as required by the PACFA Board to ensure consistency and currency in the on-going development and revision of the PACFA Training Standards, Supervision Training Standards (STS) and Register requirements and to write or review any guidelines for use by PACFA members.

Role of the Chair

The PSC Chair is responsible for presenting the views and considerations of the committee to the PACFA Board for discussion and for conveying to, and leading the committee in, carrying out decisions made by the Board.

Meetings

The PSC meets face to face, by teleconference or Skype as required and is convened whenever the PACFA Board requests any review of TS, STS or Register requirements. The PSC dictates its own schedule of meetings to ensure the tasks are completed by deadlines agreed with the Board.

Confidentiality

All members of the PSC are bound by a confidentiality agreement that states that matters discussed at the PSC may only be discussed with other PSC members or with the PACFA Board. If external consultation is required as part of the review or development process, agreement must be sought from the PSC members before such consultation takes place.

Conflict of interest

All members of the PSC must declare any potential conflict of interest with their role on the PSC and other roles they may have. This may not preclude the members from being part of the PSC but must be noted in formal documentation submitted to the PACFA Board as part of the regular feedback to the Board.

Expenditure

The chair of PSC has no authority to approve expenditure, including travel expenses, unless delegated a budget by the PACFA Board.

These terms of reference will be made publicly available on the PACFA website and will be reviewed as part of the PACFA policy review cycle

Date agreed: 11 December 2014