

Progress Monitoring Audits

Following extensive consultation with key stakeholders and discussion with JAS-ANZ, ACIA is preparing to introduce the opportunity for ACIS Certified Providers to apply for a Progress Monitoring Audit. Changes to the Scheme document are currently in the final stages of endorsement from the JAS-ANZ management.

Given the current timeframe with the festive season so close we will commence processing registrations for the ACIS 2018 Progress Monitoring Audit from the 11th January 2021 with the implementation taking affect from the 1st February 2021.

Progress Monitoring Audits can be applied for under the following conditions:

Point 1: Organisations that have completed one entire cycle of ACIS (3 years) without a Major Corrective Action can register for approval by ACIA to transition a Progress Monitoring Surveillance scheduled every 18 months post certification renewal audit.

An application form will be available in January 2021 to be downloaded from the ACIA website www.acia.net.au and completed for submission to ACIA with administration fee . The organisation will provide their nominated CAB evidence of ACIA's application approval.

Point 2: Once approval is provided the Progress Monitoring Surveillance will take place **no more** than 18 months after the renewal certification and will be documented on the organisation's certificate by the elected Certification Body.

Point 3: In the first transition cycle, if requested in writing no more than a 6 months extension will be granted by ACIA (this may be requested by the organisation to reduce administration burden if they are wanting to align their audit with other quality standards). This is conditional on a risk review being conducted with the organisations certifying body.

Point 4: If a Major Corrective Action (or a number of Minor Corrective Actions constituting a risk to safeguarding of participants) is reported at either surveillance or certification renewal the organisation will be required to revert to a 12-month surveillance audit and reapply after one audit has been completed free of any non-conformity.

Point 5: Should an organisation currently certified to another human services industry standard elect to be certified to ACIS 2018 with Progress Monitoring Surveillance, the request is to be made to ACIA in writing. A risk assessment will be conducted to establish whether the request can be granted.

Note: All other conditions of the ACIS 2018 Scheme apply.

We will be conducting several webinars on the change for auditors and service providers in January/February 2021 but would encourage you to contact ACIA should you need further clarification