

National Associations of Diabetes Centres Accreditation

<http://nadc.net.au/accreditation/>

Accreditation standards

1 & 2. Organisational Structure

- If you are a multicentre site, please complete a separate application for each site to indicate the Services at each centre.
- Where there are more team members than space allows, please list in order of seniority
- Please indicate the staff members known membership status with ADS, ADEA and APD and their FTE (Full Time Equivalent) hours.

3. Practice Guidelines:

- Indicate what guidelines are available and when these were updated.
- If you have guidelines not listed, indicate these in the “other” box
- Not all guidelines will be relevant to all Centres

4. Education Programs:

- Students: implies any type of student, school age, pre and post graduate
- List the frequency and average number of participants for each of the programs run

5. Knowledge of local community needs:

- Indicate if local community needs assessments are undertaken and how these are done

6. Communications/ Referrals

- Indicate the frequency and type of communication method for these meetings, this may for example include, face to face, telephone, video conferencing etc

10. What areas does your Diabetes Centre do well in?

- Please list and briefly explain the areas in which you think your Diabetes Centre does well

11. What areas does your Centre need improvement in?

- List what areas it is felt that the organisation could improve on
- This can be included and elaborated on in the Quality Action Plan to be attached to the accreditation application

12. Please list any programs, initiatives, tools or experience that your Centre could share with other Centres that are examples of Best Practice initiatives?

- List and briefly explain what your Centre has done that would be of interest to other Centres at such forums as the BPDC (Best Practice in Diabetes Care) symposiums or the NADC meetings as the Annual Scientific Meeting.

Attach the following documents:

- a) Organisational structure chart or similar document describing the diabetes Centre :
- This document may be detailed if a Tertiary Diabetes Centre or more organisational if a Diabetes Care or Affiliate centre. Please indicate all linkages within and external of the organisation where relevant to the Centre's functioning
 - Attach a PDF copy to your email.
- b) Timetable of weekly clinics or similar documents:
- Attach timetables etc that indicate the weekly or monthly timetable of events as the Centre. If you are an Affiliate centre, this is not expected to be very detailed.
 - Attach a PDF copy to your email.
- c) A Quality Action Plan developed after completion of the application form with an indication of Quality Improvement requirements identified, timelines and responsible person.
- It is expected that at the completion of this process, a list of action areas may have arisen that would lead to improvements. The length and type of these will vary on the size and staffing of the Centre, but it is expected that even Affiliate Centres will identify areas for improvement.
 - Quality action plans will be accepted in any form that suits the organisation or the NADC template can be downloaded and used from the NADC website and accessed via the following link or typing in: <http://nadc.net.au/accreditation/>
 - Attach a PDF copy to your email.