

Cultural Safety Education Policy & Procedure

Version: 1.0

Approved by: Director, T & A Holborow Pty Ltd

Effective date: 12 February 2026

Review date: February 2027

1. Purpose

The purpose of this policy is to outline T & A Holborow Pty Ltd's commitment to ensuring that all medical practitioners associated with the organisation meet the cultural safety education requirements mandated by the Medical Board of Australia. This includes ensuring culturally safe and respectful healthcare for Aboriginal and Torres Strait Islander Peoples and supporting national efforts to eliminate racism from the healthcare system.

2. Scope

This policy applies to:

- All medical practitioners engaged or employed by T & A Holborow Pty Ltd
- Contractors, trainees, and specialists seeking support from the organisation to meet registration requirements
- Administrative staff involved in credentialing processes

This policy supports compliance with:

- Medical Board of Australia's *Registration standard: Specialist registration*
 - National Law amendments (effective 21 October 2022)
 - AHPRA's National Cultural Safety Framework and Strategy
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3. Definitions

Cultural Safety

A model of care determined by Aboriginal and Torres Strait Islander individuals, families, and communities. Cultural safety requires critical reflection on practitioner knowledge, skills,

attitudes, behaviours, and power dynamics to ensure healthcare is safe, accessible, responsive, and free from racism.

Cultural Awareness

Introductory learning that builds foundational understanding of Australia's First Nations cultural histories, lived realities, and factors influencing health outcomes.

CPD (Continuing Professional Development)

Ongoing education required by the Medical Board of Australia to maintain registration.

4. Policy Statement

T & A Holborow Pty Ltd is committed to:

- Supporting a culturally safe and respectful healthcare environment
- Ensuring all practitioners meet cultural safety education standards
- Embedding continuous cultural learning into professional practice
- Upholding the rights and dignity of Aboriginal and Torres Strait Islander peoples
- Contributing to the elimination of racism within healthcare

Culturally safe healthcare is a core expectation of all practitioners associated with the organisation.

5. Minimum Requirements

To meet the Medical Board of Australia's requirements, all non-exempt practitioners must complete:

5.1 Cultural Awareness Course

- Must be completed **before** cultural safety education
- May be completed via self-paced, online modules
- Must address:
 - History and culture of Aboriginal and Torres Strait Islander Peoples
 - Contextual factors influencing health and wellbeing

5.2 Cultural Safety Education

- Must be **interactive**
- Delivered **face-to-face** or through interactive online workshops
- Minimum duration: **one full day**
- Must cover:
 - Impacts of colonisation and systemic racism
 - Bias, assumptions, stereotypes, and power differentials
 - Self-determination, partnership, and collaboration in healthcare
 - Creating culturally safe workplaces and clinical environments

5.3 Continuing Professional Development (CPD)

- Cultural safety learning must continue through the practitioner's career
- CPD activities must align with:
 - *Registration standard: Continuing professional development*
 - The practitioner's CPD Home
- Annual CPD planning must include cultural safety topics

6. Exemptions

A practitioner is exempt from completing cultural safety education if:

- They are currently registered **and**
- Have practised as a medical practitioner in Australia within the past **three years**

If a practitioner is not exempt, the Medical Board may impose a condition on their specialist registration requiring them to complete cultural safety education. T & A Holborow Pty Ltd will support practitioners to meet this requirement.

7. Responsibilities

Organisation (T & A Holborow Pty Ltd)

- Maintain up-to-date knowledge of approved cultural safety courses

- Provide staff with access to recognised training providers
- Keep accurate records of practitioner completion
- Ensure compliance with Medical Board and AHPRA standards
- Foster a culturally safe organisational culture

Practitioners

- Complete required cultural awareness and cultural safety education
 - Engage in ongoing cultural learning as part of annual CPD
 - Reflect on personal and professional behaviours to ensure culturally safe practice
 - Uphold culturally respectful interactions with patients and colleagues
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8. Procedure

8.1 Identification of Training Need

- HR/administration identifies practitioners who are **not exempt**
- New practitioners must declare training status during onboarding

8.2 Enrolment

- Practitioner is provided with a list of **Medical Board approved training providers**
- Practitioner enrolls in:
 1. Cultural awareness course
 2. Cultural safety workshop

8.3 Completion and Evidence

Practitioners must provide:

- Certificate of completion; or
- Transcript issued by the training provider

HR records the documentation in the practitioner's credentialing file.

8.4 CPD Integration

- Practitioner updates their CPD Home with completed training
- Organisation conducts annual CPD compliance checks

8.5 Non-Compliance

Failure to complete required training may result in:

- Ineligibility for specialist registration
 - Registration conditions imposed by the Medical Board
 - Review of the practitioner's ability to continue engagement with the organisation
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9. Related Documents

- Medical Board of Australia Registration standard: Specialist registration
 - Registration standard: Continuing professional development
 - AHPRA National Cultural Safety Framework
 - Internal HR Credentialing & Compliance Procedures
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10. Review

This policy will be reviewed:

- Annually
- Following changes to legislation or Medical Board requirements
- After relevant organisational changes