

Prostheses List Clinical Advisory Groups (CAGs)

Terms of Reference

Purpose:

The Prostheses List Clinical Advisory Groups (CAGS) are sub-committees of the Prostheses List Advisory Committee (PLAC). The sub-committees are composed of a Chair, individuals with contemporary subject matter expertise, and additional skills where identified by the PLAC.

The primary role of the CAGs is to undertake health technology assessments that consider the comparative clinical function and effectiveness of medical devices being considered for listing on the Prostheses List. The assessments inform the CAGs advice to the PLAC and the Department of Health on the suitability to list on the Prostheses List.

Roles and function:

The role of the CAGs is to undertake assessments on the suitability to list on the Prostheses List under the *Private Health Insurance Act 2007*. This includes:

- assessing whether an item satisfies the criteria for listing on the Prostheses List, including that the required Medical Benefits Schedule and Australian Register of Therapeutic Goods have been sought;
- assessing whether proposed amendments to current listings are valid;
- advising an appropriate Grouping and comparative clinical effectiveness outcomes for a new Grouping;
- advising the PLAC on the outcome of each assessment, specifically focusing on the application's ability to satisfy the criteria for listing;
- advising the PLAC of any anomalies identified, in particular in relation to safety and performance concerns for reference to the Therapeutic Goods Administration;
- reviewing the listing and/or benefits of listed medical devices as appropriate and advising the PLAC; and
- providing advice where requested by PLAC or the Department of Health.

The PLAC and Department of Health may seek additional advice from a CAG on matters pertaining to the Prostheses List.

The Chair of each CAG will participate in the PLAC and CAG Chairs Forum, which is convened at least twice a year.

The CAGs are part of the Commonwealth Health Technology Assessment (HTA) system. Commonwealth HTA processes should be:

- sustainable;
- transparent, accountable and independent;
- consultative and reflective of Australian community values;
- administratively efficient;
- flexible and fit for purpose; and
- informed by robust and relevant evidence.

Membership and composition:

The size and composition of each CAG will be determined by PLAC or in consultation with the Department of Health.

Membership of each CAG is reflective of a broad cross-section of contemporary clinical practice in Australia.

A CAG's composition is drawn from a wide range of clinical experts and technical advisers and constituted from time to time to address the types of applications presented for consideration and recommendation.

CAG's may also co-opt non-member individuals with appropriate expertise, to assist the CAG to perform its role under these terms of reference.

In consultation with the PLAC Chair, the Department may identify potential Chairs and Members and, if required, seek nominations from learned colleges and craft groups for suitably qualified and experienced professionals.

The PLAC Chair may seek advice from PLAC Members on the suitability of candidates for CAG Chair.

The PLAC Chair endorses each nominee for a CAG Chair position.

PLAC Members will be asked to review and endorse CAG Member nominees.

The Department formally appoints an endorsed nominee to the position, generally for a four year term.

The Department, in consultation with the PLAC, can terminate a CAG Chair or Member's appointment at any time at its discretion.

Chairs and Members sign a Deed of Undertaking in Relation to Confidentiality and Conflict of Interest upon appointment and annual, and are required to declare potential, perceived or actual conflicts for each meeting/matter being considered.