Statement of Expectations – 1 July 2019 to 30 June 2021

Regulator action plan – Victorian Assisted Reproductive Treatment Authority (the Authority)

Performance Improvement	Action	Performance Target
Risk-based strategies • Develop, publish and implement an updated risk assessment and risk management strategy as part of Victorian Assisted Reproductive Treatment Authority's Regulator Plan for 1 July 2019 to 30 June 2020. This will ensure monitoring and investigations are risk-based and outcomes focussed and will better enable the regulator to target regulatory intervention to improve compliance.	• Undertake a review of the regulatory risks within the Regulator Plan.	• Updated Regulator Plan and Conditions for Registration by 30 June annually.
Risk-based strategies • Continue to strengthen investigatory skills to support the range of regulatory tools available to respond to any potential or actual breach of the Assisted Reproductive Treatment Act 2008 (Vic).	• Develop and implement professional development plans for legal and compliance staff embedding learnings within practice and documentation used for investigations.	• Professional development plans in place by 30 June annually. Practices and documentation used for investigations reviewed by 30 September annually.
Risk-based strategies • Continue to build on the relationship with a key co-regulator, the Reproductive Technology Accreditation Committee and consider and implement ways to collaborate in response to regulatory risk.	• Seek opportunities to enhance consultation with the Reproductive Technology Accreditation Committee Chairperson in relation to significant adverse incidents or potential legislative breaches to inform	• Report on activities undertaken with the Reproductive Technology Accreditation Committee in Victorian Assisted Reproductive Treatment Authority's annual report by 30 September annually.

Performance Improvement	Action	Performance Target
	Reproductive Technology Accreditation Committee audits; and to provide feedback on the accreditation scheme.	
Risk-based strategies • Continue to build on relationships with other health sector regulators where Victorian Assisted Reproductive Treatment Authority's regulatory responsibilities intersect.	• Continue to exchange information with Australian Health Practitioner Regulation Agency and Health Complaints Commissioner where appropriate to inform investigations, regulatory functions and public education about adjuvants.	• Report on activities undertaken with health sector co-regulators in Victorian Assisted Reproductive Treatment Authority's annual report by 30 September annually.
Stakeholder consultation and engagement • Seek sector feedback on the Victorian Assisted Reproductive Treatment Authority's performance consistent with the requirements of the Better Regulatory Practice Framework.	• Develop interview questions and meet with designated officers of registered assisted reproductive treatment providers annually, including feedback on regulatory measures introduced in 2018.	• Develop interview questions by 30 June annually with implementation by 30 September annually.
Stakeholder consultation and engagement • Implement obligations under the Right to Know amendments in an increasingly complex environment in an appropriate way to meet the expectations of stakeholders and to ensure compliance with the Assisted Reproductive Treatment Act 2008 (Vic.)	• Implement Victorian Assisted Reproductive Treatment Authority's evaluation framework for the donor conception register services.	• Include summary evaluation outcomes in the Victorian Assisted Reproductive Treatment Authority's annual report by 30 June annually.

Performance Improvement	Action	Performance Target
Compliance related assistance and advice • Provide implementation support to clinics to ensure a smooth transition to new laws relating to the definition of 'partner' in the Assisted Reproductive Treatment Act 2008. The laws will remove the requirement for a married woman to seek the consent of her spouse to access assisted reproductive treatment using donor sperm if she is separated but not divorced from her spouse.	• Provide guidance on required changes to patient consent forms for registered Assisted Reproductive Treatment providers.	• Guidance material provided within 3 weeks of legislation passing through Parliament.
Timeliness • Improve the assessment time for class applications to import donor gametes, by providing clear guidance and feedback in a timely way to registered assisted reproductive treatment providers.	• Liaise with registered assisted reproductive treatment providers to facilitate timely submission of all relevant information to enable timely consideration of import/export applications at board meetings.	• Provide feedback in relation to a class import proposal utilising a new overseas gamete provider within eight weeks or two board meetings.