

AH&MRC CQI Workshop - Day 1

Time	Session	Focus
9:00am – 9:20am	Welcome and workshop framing	Opening, introductions, workshop purpose and key outcomes. Participants will be invited to identify what they most want to get out of the two days.
9:20am – 10:20am	RACGP 6th Edition: What changed, what matters, and what not to overbuild	Seminar-style overview of the final RACGP 6th Edition Standards, including key structural changes, new and expanded focus areas, consumer expectation statements, and practical implications for Aboriginal Medical Services.
10:20am – 10:35am Morning tea		
10:35am – 12:15pm	From document chaos to accreditation-ready: Build your file tree	Interactive document management activity. Participants will work in groups to design a practical file structure for organising policies, procedures, registers, forms, templates, audits and accreditation evidence. The session will focus on avoiding duplication and making better use of whole-of-organisation document systems.
12:15pm – 12:30pm	File tree gallery walk and debrief	Groups will review each other's file trees and identify common principles for strong document management, version control, accessibility and evidence organisation.
12:30pm – 1:15pm Lunch		
1:15pm – 2:35pm	Care for Country, climate resilience and practical sustainability	Interactive sustainability planning session. Participants will explore environmental sustainability through an Aboriginal Medical Service lens, including care for Country, climate-related service risks, emergency preparedness, outreach, waste, energy, procurement and community wellbeing.
2:35pm – 2:50pm Afternoon tea		
2:50pm – 4:10pm	Recognising and responding safely: Abuse, violence and family, domestic and sexual violence in general practice	Scenario-based activity focused on safe, role-appropriate responses to abuse and violence. Participants will map what a safe service response pathway needs to include, such as training, local referral pathways, documentation, staff support and clinical team communication.
4:10pm – 4:30pm	Day 1 close: What did we build today?	Group reflection on key takeaways, early implementation priorities, and questions to carry into Day 2.

Day 2

Time	Session	Focus
9:00am – 9:15am	Day 2 recap and reset	Reflection on Day 1 outputs and priorities for the half-day session.
9:15am – 10:45am	Should we use this? Stress-testing AI and digital health tools	Interactive risk assessment lab. Participants will review example AI and digital health tools and assess them against practical governance considerations, including patient consent, privacy, data handling, vendor risk, clinical accountability, staff training, cultural safety and approval processes.
10:45am – 11:00am Morning tea		
11:00am – 12:00pm	Existing systems treasure hunt: Find it before you build it	Practical evidence-mapping activity. Participants will use a printed readiness grid to identify where key RACGP 6th Edition evidence may already exist in their organisation, whether it is strong, weak or unclear, who owns it, and where to find it. This will support services to avoid unnecessary duplication and make better use of existing governance, quality, clinical and community engagement systems.
12:00pm – 12:30pm	From workshop to action: 30/60/90-day readiness plan	Participants will use the outputs from the workshop to identify practical next steps for their service, including quick wins, harder implementation tasks, evidence to locate, systems to update, and issues requiring leadership or clinical input.
12.30pm – 12.45pm Session wrap up and feedback collection		