

AmeCare

Working with you on the canvas of your life




Aboriginal and Torres Strait Islander

Policy and Procedure

Version 1.6

Document Control

1.6	Updated procedure, added responsibilities, reviews, related legislation		20.09.24	20.09.25
1.5	Reviewed - policy wording changed, added support plans and relevant paperwork		10.11.2023	02.11.2024
1.4	Reviewed - ATSI inclusion		10.11.2022	02.11.2023
1.3	Reviewed - no changes		10.11.2021	2.11.2022
1.2	Reviewed - no changes		01.11.2020	2.11.2021
1.1	Reviewed - format change		02.11.2018	2.11.2019
1.0	Initial Policy	2.11.17		2.11.2018
Issue	Description of changes	Created	Updated	Review

ROLE	NAME AND POSITION	SIGNATURE	DATE
Document Author:	Yanie Drysdale - General Manager		2.11.17
Document Review:	Yanie Drysdale - General Manager		02.11.25
Document Approval:	Yanie Drysdale - General Manager		2.11.22

Aboriginal and Torres Strait Islander Rights

Policy

AmeCare stands for equal opportunity for all participants in the community. This includes participants who are Aboriginal and Torres Strait Islander (ATSI). AmeCare has a commitment to providing fair, equitable and safe services with a view of promoting cultural diversity.

Procedure

1. AmeCare will endeavour to include and make accessible resources, services and support without prejudice to all participants who identify as Aboriginal or Torres Strait Islander (ATSI) persons.
2. Where relevant AmeCare will either seek a "Welcome to Country" or give an "Acknowledgment of the Traditional Owners" at all events and on relevant documentation including emails, information and training resources.
3. AmeCare will actively seek and maintain subscriptions, news updates and community events with VACCA (Victorian Aboriginal Child Care Agency) and AIATSIS (Australian institute of Aboriginal and Torres Strait Islander Studies).
4. AmeCare will incorporate information about the ATSI community in documents, trainings and relevant paperwork to promote inclusion, understanding and incorporation of Aboriginal and Torres Strait islander people into the service and in the wider community.
5. AmeCare will include Aboriginal, and Torres Strait Islander identification options on all service agreements, support plans and additional service delivery paperwork to ensure adequate supports are provided and offered
6. As part of cultural competence and safety, all staff will undergo cultural awareness training.
7. AmeCare will ensure the implementation of practices to promote a culturally safe environment for participants
8. AmeCare will endeavour to actively engage with local Aboriginal and Torres Strait Islander communities to understand their needs and establish formal processes for consulting with Aboriginal and Torres Strait Islander participants.
9. AmeCare aims to provide a person-centred approach where services are tailored to meet a participant's individual needs, respecting their cultural values and offering flexible service delivery models that accommodate cultural practices.
10. AmeCare will ensure access to advocacy services that understand and respect Aboriginal and Torres Strait Islander cultures.
11. AmeCare will use participant and service users feedback to improve services and address cultural safety issues as part of our continuous improvement process.

Responsibilities

The Director is responsible and accountable for maintaining this policy, its related procedures and associated documents.

The AmeCare Manager is responsible, and will be held accountable for the following:

- Ensuring the policy is effectively implemented across the service;
- Monitor staff compliance with the requirements of the policy
- Ensure training and information is provided to staff to carry out this policy

Team Leaders and Site Managers are responsible and will be held accountable for the following:

- Ensuring staff are familiar with the requirements of the policy, and have sufficient skills, knowledge and ability to meet the requirements.

All staff are responsible for adhering to this policy and participating in cultural competence training.

Review

This policy will be reviewed yearly with participants, their families, stakeholders and staff of AmeCare.

This policy is not intended to be a static document and AmeCare will make a commitment to its ongoing development and implementation in order to provide evidence as to the planning and review principles, guidelines and procedural direction as per the nationally recognised Standards Framework of the National Disability Agreement (NDA) and National Disability Insurance Scheme.

Related AmeCare policies and documents

- CALD Policy
- Individual service delivery and expectations
- Referral Form
- Service Agreements
- Zero Tolerance Policy
- Email signatures
- Office signage

Related Legislation

- National Disability Insurance Scheme (2013)
- National Disability Service Standards
- Disability Services and Inclusion Act 2023
- Disability Act 2006
- Disability Discrimination Act 1992
- Equal Opportunity Act 2010
- United Nations' Convention on the Rights of persons with Disabilities 2006
- Occupational Health and Safety Act 2004