

## 1. Policy Statement

- 1.1. To outline the requirements and processes to be awarded Fellowship in accordance with the Australian College of Rural and Remote Medicine (ACRRM) and the Royal Australian College of General Practitioners (RACGP) as an independent and unsupervised practitioner.

## 2. Application and Scope

- 2.1. Registrars are required to train in accordance with EV GP Training (EV), the Department of Health (the Department) policies and procedures and the RACGP and/or ACRRM standards and policies.
- 2.2. This procedure applies to all registrars enrolled in the Australian General Practice Training (AGPT) Program.
- 2.3. This procedure is effective from 1 January 2019.

## 3. Principles

- 3.1. To be eligible for vocational recognition as a GP, registrars must have satisfactorily completed all the education and assessments as required by EV and the relevant College(s).
- 3.2. Registrars must have completed the education requirements and assessments within the specified timeframes set by EV, the Department of Health and the relevant College(s).
- 3.3. Registrars must have completed the training obligations within the specified timeframes set by EV, the Department of Health and the relevant College(s) as outlined in the [AGPT Training Obligations Policy](#).
- 3.4. Failure to complete the requirements within the set timeframes may result in the registrar being subject to the [ED-Org-8.17 Registrar Withdrawal](#) procedure.
- 3.5. Registrars should refer to their online profile through Pivotal and their training plan to monitor their progress through training.
- 3.6. Registrars who are undertaking vocational training towards FRACGP must refer to the RACGP website: [www.racgp.org.au/education/registrars/fellowship-pathways/policy-framework](http://www.racgp.org.au/education/registrars/fellowship-pathways/policy-framework)
- 3.7. Registrars who are undertaking vocational training towards FACRRM must refer to the ACRRM [Fellowship Training Handbook](#)
- 3.8. Registrars can apply to EV for a one-off extension of up to **twelve calendar weeks** in which to submit their Fellowship application in accordance with the [AGPT Extension of Training Time Policy 2019](#).

## 4. Procedure

### 4.1. EV requirements for Fellowship

- 4.1.1. Registrars must have completed the following training obligations as outlined in [AGPT Training Obligations Policy](#):
  - 4.1.2. General pathway registrars must have undertaken a minimum of 12 calendar months of their training in a prescribed location and any specific location preferences during core vocational training.
  - 4.1.3. General pathway registrars must undertake their training in at least 3 different training facilities during core vocational training.
  - 4.1.4. Rural pathway registrars must have undertaken the majority of their training in facilities located in ASGC-RA 2-5 locations and any specific location preferences during core vocational training.
  - 4.1.5. Registrars must complete all the program requirements as outlined in [ED-Org-8.11 Program Requirements - Group Learning](#):
    - 4.1.5.1. Peer Learning Workshops
    - 4.1.5.2. Aboriginal and Torres Strait Islander Health
    - 4.1.5.3. Emergency Training
  - 4.1.6. Registrars must complete all the program requirements as outlined in [ED-Org-8.12 Program Requirements – In-Practice Learning](#):
    - 4.1.6.1. Initial Assessment
    - 4.1.6.2. In-Practice Feedback
    - 4.1.6.3. In-Practice Learning
    - 4.1.6.4. Learning Activities

# ED-Org-8.19 Completion of Training



## 4.2. ACRRM requirements for fellowship

4.2.1. Registrars must have completed the training requirements as outlined in the ACRRM [Completion of Training](#) and the [Fellowship Training Handbook](#):

- 4.2.1.1. Clinical training requirements
- 4.2.1.2. Formative assessments
- 4.2.1.3. Summative assessments
- 4.2.1.4. Educational activities

## 4.3. RACGP requirements for fellowship

4.3.1. Registrars must have completed the training requirements as outlined in the RACGP [Requirements for Fellowship Policy](#) and [Guidelines](#):

- 4.3.1.1. Education requirements
- 4.3.1.2. Experience requirements
- 4.3.1.3. Assessment requirements
- 4.3.1.4. Professional and ethical requirements
- 4.3.1.5. Administrative requirements

## 4.4. FARGP requirements for fellowship

4.4.1. Registrars must have completed the training requirements as outlined in the FARGP [Guidelines for Registrars](#):

- 4.4.1.1. FARGP learning plan and reflection activity
- 4.4.1.2. 12 months in a rural general practice setting
- 4.4.1.3. 12 months of ARST in an accredited training post
- 4.4.1.4. A 'Working in rural general practice community-focused project'
- 4.4.1.5. FARGP emergency medicine module
- 4.4.1.6. Successful completion of FRACGP

## 4.5. Extension Awaiting Fellowship

4.5.1. Where a registrar has met all the requirements for fellowship, but has yet to submit their fellowship application to attain their fellowship award, the registrar can apply to EV for a one-off extension of up to **twelve calendar weeks** as outlined in the [AGPT Extension of Training Time Policy](#).

4.5.2. Extension Awaiting Fellowship can only be approved once all the requirements for fellowship have been met and to allow registrars to submit their application to attain their fellowship award.

4.5.3. Extension Awaiting Fellowship will not be granted to meet any outstanding requirements detailed in the aforementioned sections.

4.5.4. Where a registrar has not fulfilled the requirements for fellowship, they can apply for an Extension for Assessment Purposes subject to approval and within the given timeframe.

## 4.6. Application Process

4.6.1. All registrars must pursue fellowship and submit their application to EV in a timely manner when they are nearing completion of all the program requirements.

4.6.2. Registrars must complete and return the relevant College application form at least **four weeks prior** to the commencement of the Extension Awaiting Fellowship term to start the application process.

4.6.3. The *Fellowship Application Form* is available to download from the relevant College member's website.

4.6.4. On receipt of the application form, EV will:

- 4.6.4.1. Check the registrar's portfolio to confirm all requirements have been completed; and
- 4.6.4.2. Notify the registrar if any component is outstanding and requires follow-up; and
- 4.6.4.3. Schedule an *Exit Interview* with the Director of Training or delegate.

4.6.5. If successful, EV will submit a *Fellowship Portfolio* on behalf of the registrar to the relevant College(s). The *Fellowship Portfolio* will include the following documentation.

- 4.6.5.1. *Fellowship Application Form* and *Completion of Training worksheet*
- 4.6.5.2. Documentary evidence of completion of the experience, educational, assessments and training obligations

## ED-Org-8.19 Completion of Training



4.6.5.3. An *AGPT Profile Report* confirming satisfactory completion of the training program and a *Vocational Training Program Requirements Certificate* signed by the Director of Training or delegate

4.6.6. The College(s) have indicated they will process fellowship applications within six weeks of receipt.

4.6.7. The original signed *Fellowship Portfolio* documentation will be sent to the registrar and a copy placed on the registrar's training record.

4.6.8. On achieving this end point, the registrar will be eligible to apply to Medicare Australia for vocational recognition as a specialist (general practitioner) with the ability to work as an independent GP anywhere in Australia.

### 4.7 Completion of Training without attaining Fellowship

4.7.1 If a registrar is unsuccessful in achieving the relevant College(s) requirements for Fellowship, EV will discuss the requirements for training with the registrar and may investigate an appropriate level of intervention in accordance with [ED-Org-8.18 Additional Registrar Support](#) and [AGPT Extension of Training Time Policy](#).

4.7.2 A registrar will be provided with an EV Certificate of Completion of Training. It is important to note this alone does not allow for Vocational Registration or Fellowship. This is only applicable if a registrar withdraws (or is withdrawn) from the AGPT with EV and:

4.7.2.1. Has met all EV program requirements and training time requirements, but

4.7.2.2. Has not successfully completed all the relevant College(s) assessments and requirements.

<b>Title (including ID Number)</b>		ED-Org-8.19 Completion of Training			
<b>Policy owner (position title)</b>		Director of Training			
<b>Date created</b>		May 2016	<b>Date first approved</b>		June 2016
<b>Review history</b>	<b>Date</b>	April 2017	October 2018	January 2019	
	<b>Version no.</b>	02	03	04	
	<b>Date</b>				
	<b>Version no.</b>				
<b>Date this version approved</b>		January 2019	<b>Version no.</b>		04
<b>Approved by</b>		SMT			
<b>Next review</b>		October 2020			