

RACGP Remote Supervision Snapshot



SITE AND SUPERVISOR ACCREDITATION

Training site must:

- Meet the [remote supervision requirements](#).
- Identify potential onsite team members.
- Review the [remote supervision risk management plan template](#).

RACGP accreditation site visit.

Remote supervisor must:

- Meet [remote supervisor requirements](#).
- Submit CV and cover letter.
- Complete remote supervision online module.
- Interview with Medical Educator.



SUPERVISOR SELECTION

The remote supervisor will participate in an interview for each new placement location to ensure they are appropriate for the context at that time and are a good fit for the particular registrar.

RACGP Medical Educator and training site representative will conduct the interview. Questions will be contextualised to be relevant to the location.

Gap analysis to determine if upskilling is required pre-term.

If a supervisor does not have recent experience at the training site they are encouraged to complete a locum period.



REGISTRAR SELECTION

Remote supervision placements are generally priority placements.

RACGP regional/local will screen for interested and appropriate registrars. They will complete the [registrar requirements document](#) and review CV.

The registrar will participate in an interview, with a representative from the training site, RACGP and the remote supervisor (if known) on the panel. The interview questions will be contextualised prior, by the supervisor, training site or local team.

Purpose is to complete a gap analysis to determine if upskilling required pre-term.



PRE-TERM PREPARATION

Potential site visit by registrar.

Confirm model of remote supervision and complete [Remote supervision placement plan](#). Placement approval by RACGP national and State Censor.

Site, remote supervisor and registrar sign placement contract.

Remote supervisor contract arranged.

Registrar and remote supervisor to be introduced.

Registrar and remote supervisor obtain Medicare Provider Number for training site.



ORIENTATION PERIOD

Up to 2 weeks face-to-face.

Remote supervisor is mostly supernumerary to support the registrar.

Complete [remote supervision orientation checklist](#) including :

- Complete risk management
- plan and discuss with registrar.
- Finalise onsite supervision team to support registrar.
- Develop a supervision plan and 'Call for help' list.
- Confirm methods and timings of communications.

Post orientation debrief conducted by RACGP Medical Educator.



REMAINDER OF TERM

Weekly remote supervision as per Remote supervision placement plan.

Mid-term site visit by remote supervisor.

Ongoing support for registrar by onsite supervision team.

Regular check-ins with onsite team, remote supervision team and RACGP local team.

Remote supervisors encouraged to participate in community of practice.

Remote supervisor, site and registrar review/update risk management plan as required.

Evaluation of placement.