

Chapter 1 Categorisation and Entry into the Specialist Pathway, Standards for Admission to Fellowship, and Vocational Registration

Category 3

IMPORTANT POLICY NOTE FOR ALL INTENDING CANDIDATES

All assessments and other determinations made by The Royal Australian College of General Practitioners (RACGP) in respect of candidates engaged in the Specialist Pathway Program are made by authority of the Board of Censors in conformity with all protocols and policies of RACGP as from time to time published on the RACGP website:

www.racgp.org.au

RACGP Policies

Intending candidates are directed in particular to:

- the **Special Consideration Policy** (governing special circumstances):
<http://www.racgp.org.au/Content/NavigationMenu/educationandtraining/Assessment/Assessmentpolicies/200905SpecialConsiderationPolicy.pdf>
- the **Academic Misconduct Policy** (governing required standards of integrity):
<http://www.racgp.org.au/Content/NavigationMenu/educationandtraining/Assessment/Assessmentpolicies/200903AcademicMisconductPolicy.pdf>
- the **Board of Censors' Decisions Reviews** policy (governing reviews and appeals of assessment decisions and other determinations adverse to the IMG):
<http://www.racgp.org.au/Content/NavigationMenu/educationandtraining/Assessment/Assessmentpolicies/200905CensorsDecisionsReviews.pdf>
- the **Witnessing and certification of documentation** policy
http://www.racgp.org.au/Content/NavigationMenu/educationandtraining/Assessment/Assessmentpolicies/2009Witnessing_and_Certification_Policy.pdf

All documents must be submitted in the English language. If necessary, where documents are not in English, applicants will need to provide a copy in the original language and a copy of the officially translated English version.

Please direct all enquiries to the RACGP National Assessment Department:

Telephone: +61-3-8699 0454
Email: assesment@racgp.org.au
Fax: +61-3-8699 0583

Costs of assessment

Please note that all additional costs including, but not limited to, transport, accommodation and sundry expenses involving attendance at interviews and examinations will be met by the candidate.

Concurrent assessment

The RACGP appreciates that assessment of entry into the Specialist Pathway is an urgent

matter. Therefore, an EICS receipt from the Australian Medical Council (AMC) illustrating that the verification of qualifications has commenced is sufficient to commence assessment of categorisation by the RACGP. However, initial assessment into categories by the RACGP will be revised if qualifications are not verified by the AMC. This can include revoking an award of Faeg.

Using and disclosing your personal information

Your personal information is important to us, as is your privacy. IMGs applying to the Specialist Pathway will be required to sign a declaration that they accept the RACGP privacy statement.

If you are enrolled in the Specialist Pathway Program, we collect personal information about you in order to administer your participation in the program. Once you become a College member, we collect personal information about you in order to provide you with the full benefits of membership. We collect information from you directly and also from time to time thereafter if you provide us additional information. Once you are a member, we maintain a record of the status of your membership and a history of your transactions with the College. This information may not be complete because such records may be periodically destroyed when an extract of personal information is adequate for the purposes of the College. Such personal information is used for our internal purposes and as a record of confirmation of attainment of academic or QA&CPD qualifications. If you are a QA&CPD participant, we collect personal information about you in order to maintain your QA&CPD status.

The College will not use or disclose any information about you without your consent unless:

- Required by law in an Australian jurisdiction
- We believe it necessary to provide you with a service that you have requested
- To implement our terms of use
- To protect the rights or property of the College, any College user, or any member of the public
- To lessen a serious threat to a person's health or safety.

In order to provide some services to members, the College may be required to provide members' contact details to third party suppliers of services. The College provides the opportunity to opt-out of such third party arrangements.

If any Member does not want their contact details passed on to third parties for the purposes of member benefits, please phone our Membership Office on 1 800 331 626.

The full, updated RACGP privacy statement can be found at:

<http://www.racgp.org.au/Content/NavigationMenu/Statements/Privacystatement/default.htm>

1.3 Category 3 IMG

1. The IMG self assesses for categorisation as a Cat 3 on the RACGP website.

The RACGP website directs the IMG to apply to enroll with the RACGP in an Applied Knowledge Test (AKT)¹. All Category 3 IMGs are required to enroll in and pass the AKT in order to proceed into the Specialist Pathway Program. They will be required to

¹<http://www.racgp.org.au/Content/NavigationMenu/educationandtraining/Assessment/Assessmentpolicies/AssessmentMethods.pdf> (see page 2)

undertake the AKT in Australia at the same time as other RACGP Fellowship assessment candidates, for which there are two opportunities each year.

2. Eligibility for AKT assessment is based on the following. If applicable, all documents are to be translated into English:
 - a certified copy of primary medical degree
 - a certified copy of the general practice qualifications (completion of training and/or awards documentation) obtained in the country of practice
 - a certified copy of current medical registration in the IMG's country or jurisdiction of practice. If the registration is restricted in any way a written explanation must accompany the document. If the information is freely available on the internet a link to the relevant page is also required.
 - a certified copy of identification documents i.e. passport.
3. Once the applicant has achieved a pass in the AKT the IMG is directed to apply to the AMC² for verification of qualifications.
4. AMC checks that the application contains all of the following, and verifies credentials for:
 - primary medical degree, verification via Educational Institute Credentialing Service (EICS)
 - specialist general practice qualification, or evidence of completion of training in general practice/family medicine/primary care physician, verification via EICS
 - evidence of English language proficiency to the standard of the AMC's policy
 - curriculum vitae
 - a certificate of good standing from the government body that certifies general practice/family medicine in the current country of practice.
5. The AMC will forward an EICS receipt to the IMG,
6. The IMG will then forward a certified copy of it to the RACGP
7. The Board of Censors will oversee all processes, finally signing off an applicant's categorisation, FICPI results, etc. This function will be delegated to a censor, assistant censor or the censor in chief aiming for rapid turn around of applications.
8. The RACGP will check that the applicant has submitted and completed the requirements for the AMC.
9. The RACGP will:
 - categorise the IMG's application by specialist qualifications, training and curriculum vitae.
 - check for documentary evidence of a prospective job in an Australian general practice
 - check that the prospective job meets the requirements of the 'Definition of General Practice and General Practitioner'
 - assess suitability of skills (as documented in the CV) compared with the position description of intended practice to develop the FICPI template and the personnel on the panel
 - assess for at least four years full-time equivalent of general practice experience in an overseas country (as documented in the CV)

² <http://www.amc.org.au/index.php/img/faqs/apply> (accessed January 2010)

THE ROYAL AUSTRALIAN COLLEGE OF GENERAL PRACTITIONERS

- check for evidence that a year of internship was undertaken.
 - check for a pass in the AKT
 - check for completion of general practice training for those applicants who do not have a formal certificate, diploma or Fellowship.
10. The RACGP submits a report to the applicant and the AMC advising of comparability status i.e. not comparable or substantially (partially) comparable.
 11. If the RACGP's assessment has determined the IMG's qualifications to be partially comparable (Cat 3), the applicant will be asked to submit a fee for the FICPI.
 12. The relevant RACGP State Faculty Office will invite the IMG to attend a FICPI (interview).
 13. Once the interview is complete the faculty office will report the outcome to the RACGP's National Assessment Department.
 14. The RACGP will report this outcome to the applicant and the AMC.
 15. If the RACGP's FICPI assessment has determined that an IMG is suitable to work in general practice, in the Specialist Pathway, partially comparable Category 3, the AMC will advise the relevant medical registration board of the applicant's eligibility to present for registration. This advice will include practice and supervision requirements.
 16. To remain eligible to stay in the Specialist Pathway Program, the Category 3 applicant must within 12 months of the date of medical registration:
 - commence supervised General Practice in Australia with an allocated Supervisor
 - practice in a general practice suited to the IMG's capabilities as assessed at the FICPI
 - successfully complete Basic Cardiopulmonary Resuscitation training in Australia
 - enrolled in the KFP or the OSCE.
 17. A Category 3 applicant is permitted to practice in supervised general practice, once provisionally registered.
 18. For eligibility for admission to Fellowship via the Specialist Pathway Program, the doctor is required to have:
 - met requirements for entry into Category 3 of the Specialist Pathway
 - commenced supervised general practice with an allocated supervisor, therefore have current Australian medical registration
 - completed *gplearning* online Modules 1, 2 ('GP pathways') and 3 'Patient Safety' (title to be confirmed)
 - completed Basic Cardiopulmonary Resuscitation training in Australia
 - satisfactory reports from the supervisors and/or medical educators which will include gathered data on Doctors' Interpersonal Skills Questionnaire (DISQ) outcomes, learning plan completion, and any other requirements as deemed necessary.
 - evidence of QA&CPD engagement

- passed the remaining two exam segments³ within 24 months of gaining provisional registration in the Specialist Pathway Program and/or within 36 months of passing the AKT:
 - a. Key Feature Problems
 - b. Objective Structured Clinical Examination
 - 12 months fulltime equivalent Australian general practice experience
 - and any other requirements for Fellowship that may generally apply according to RACGP policies and regulations at the time.
 - These requirements are subject to the Special Consideration Policy
19. Once the doctor has completed all of the above, an application for Fellowship will be forwarded for the doctor to submit to the RACGP. The achievement of Fellowship is required for the doctor to be eligible for Specialty Medical Registration.

³<http://www.racgp.org.au/Content/NavigationMenu/educationandtraining/Assessment/Assessmentpolicies/AssessmentMethods.pdf> (see page 2)