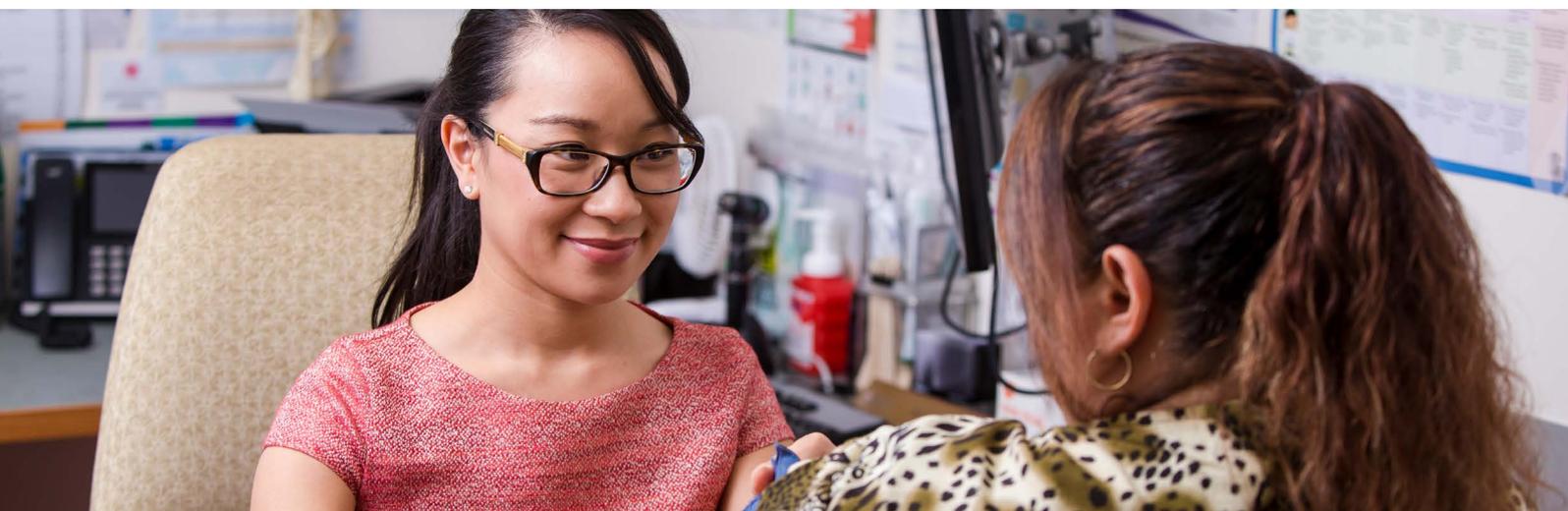


Guidelines for use of pre-approved alternative models of training

RACGP Education Services | Quality and Compliance



1. Introduction

These guidelines outline the steps to be taken by training organisations to utilise The Royal Australian College of General Practitioners (RACGP) pre-approved alternative models for training. These models sit alongside the RACGP *Standards for general practice training* (3rd edition), and have been evaluated and pre-approved for use by training organisations in specific circumstances.

2. Principles

The principles underlying training post and supervision requirements are to ensure:

- the practice environment is safe and supports achievement of training outcomes
- the practice provides quality training for the general practitioner in training (GPiT) and is safe for the patients
- the context of the training post is suitable for the training needs of the GPiT
- supervision is matched to the training needs and competence of the GPiT

Regardless of the training model used, these guiding principles must be applied to ensure a good outcome for the GPiT and the community.

3. Scope

Historically, where traditional models of training are unavailable (eg where no supervisor is available onsite in an under-served community), training organisations are required to apply to the RACGP to trial a unique model.

Over time, several alternative models have emerged as essentially the same with adaptations for local context. These models have been evaluated and deemed safe and effective for the GPiT and patients in their care. A detailed review was undertaken by the RACGP to develop and endorse the use of these 'pre-approved alternative models' by training organisations.

The notification process enables training organisations to implement previously successful models in consultation with their state censors without having to undergo the full approval process each time.

4. Definitions

Accreditation under the National General Practice Accreditation Scheme – where practices are assessed against the RACGP *Standards for general practices* (5th edition) by an approved agency (ie Australian General Practice Accreditation Limited, Quality Practice Accreditation, and the Australian Council on Healthcare Standards).

5. Role of the training organisation

The training organisation's role is to:

- implement the model appropriately to ensure the safety of the GPiT, patients and community as applicable
- notify the RACGP when pre-approved alternative models are used
- review the implementation of the pre-approved alternative model and provide feedback and formal evaluation of the model to the RACGP.

6. Role of the RACGP

The RACGP:

- develops and approves models that can be universally applied but locally adapted
- develops clear eligibility criteria for use
- develops selection criteria for specific roles in the models
- reviews and evaluates models based on feedback from training organisations and participants.

7. Framework of pre-approved alternative models

The following headings are used to categorise pre-approved alternative models:

- Blended Supervision – where onsite supervision is not available or not available for the required percentage of time, for example:
 - Aboriginal and Torres Strait Islander health services and/or remote locations
 - supervisor temporarily unavailable
- Diversity of practice requirements – where a GPiT is unable to meet diversity requirements
- Mandatory hospital term requirements – where a GPiT is provided with an alternative model to meet mandatory hospital term requirements (paediatrics/medical/surgical)
- Accreditation of extended skills placements – where relevant practice accreditation (eg general practice accreditation) is not available (eg skin clinics)

8. Review and use of a pre-approved alternative model

- 8.1 The training organisation identifies a situation where an alternative model may need to be applied. The situation is reviewed to determine if a solution is available within the standard training processes.
- 8.2 If no solution is available, the training organisation reviews the pre-approved alternative models listed at the end of the document.
- 8.3 The training organisation identifies the model that matches the category required.
- 8.4 The training organisation reviews the situation against the specific eligibility criteria listed within the chosen model.
- 8.5 If the training organisation believes they meet the eligibility criteria and can implement the pre-approved model, they discuss with the relevant Censor:
 - a. If the Censor agrees with the proposed use of the model and how it will be applied, the training organisation completes the 'Notification of use of a pre-approved alternative model' form. This form requires the training organisation to detail how they will apply the model, and to complete a checklist of internal processes they will need to implement.
 - b. The training organisation submits the notification to the RACGP Accreditation Officer via educationaccreditation@racgp.org.au
 - c. The training organisation commences use of the pre-approved alternative model.
 - d. The RACGP Clinical Lead will review the notification and discuss with the relevant Censor if required. Should any additional information be required, the Accreditation Officer will contact the training organisation within two weeks of the notification.
 - e. The Accreditation Officer will advise the training organisation within three weeks of notification of an evaluation date for the model.

If the Censor does not recommend use of the model in the situation proposed, the training organisation would liaise with the Censor to identify an appropriate solution.

- 8.6 If no appropriate pre-approved alternative model is available, the training organisation will work with the relevant Censor to develop an alternative model and submit an 'Application to trial an alternative model'.

9. Notification of use of a pre-approved alternative model

As per steps 8.5 a. and b., if the relevant Censor approves use of the chosen pre-approved alternative model for the situation, the notification form is completed and submitted to the RACGP via email.

10. Evaluation of implemented pre-approved alternative model

- 10.1 The RACGP will send a reminder to the training organisation in the month prior to the expected evaluation, including the provision of the 'Evaluation of an alternative model' form.
- 10.2 The training organisation will review the process implementation, complete the evaluation form and return the form to the RACGP by the requested date.
- 10.3 On receipt of the completed evaluation form, the Accreditation Officer will provide the documentation to the Clinical Lead for review.
- 10.4 The Clinical Lead will review the evaluation and liaise with the relevant Censor and training organisation should further information be required.
- 10.5 The Accreditation Officer will communicate with the training organisation regarding subsequent evaluation date, any changes required or further considerations, within two weeks of receipt of the evaluation.

11. Pre-approved alternative models

- Blended Supervision Model (Remote/Aboriginal medical service)
- Blended Supervision Model (Temporary)
- Diversity of practice requirements
- Mandatory hospital terms requirement
- Practice-based extended skills accreditation

12. Associated documents and forms

- Notification for use of a pre-approved alternative model of training
- Application to trial an alternative model for general practice training
- Evaluation of an alternative model for general practice training

13. Resource

The Royal Australian College of General Practitioners. Standards for general practice training. 3rd edn. East Melbourne, Vic: RACGP, 2021.

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