

ROYAL AUSTRALIAN & NEW ZEALAND  
COLLEGE OF OBSTETRICIANS & GYNAECOLOGISTS

**CERTIFICATE OF WOMEN'S HEALTH,  
DRANZCOG &  
DRANZCOG ADVANCED  
TRAINING HANDBOOK**



TRAINING ADMINISTRATION

Last updated: March 2016

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Published by

Conjoint Committee for the Diploma of Obstetrics and Gynaecology (CCDOG) comprising representatives of the following Colleges:

The Royal Australian and New Zealand College of Obstetricians and Gynaecologists  
254-260 Albert Street  
East Melbourne VIC 3002

The Royal Australian College of General Practitioners  
100 Wellington Parade  
East Melbourne VIC 3002

The Australian College of Rural and Remote Medicine  
Level 2  
410 Queen Street  
Brisbane QLD 4000

### **Disclaimer**

Decisions of the CCDOG with respect to assessment of performance shall be final and shall be made at the discretion of the CCDOG. The CCDOG shall not be liable for any claims for loss or damage made by participants as a result of any decision by the CCDOG in relation to assessment generally. All trainees, supervisors and others participating or applying for participation in the Certificate and Diploma Programs in Women's Health do so on the understanding that the CCDOG shall not be liable for the consequences resulting from decisions of the CCDOG.

# IMPORTANT NOTICE

## IMPORTANT NOTICE ON INFORMATION IN THIS HANDBOOK

**Every effort has been made to ensure that the information in this handbook is correct.**

**It is regularly updated online and readers are strongly advised to consult the handbook on the RANZCOG website:**

**<http://www.ranzcog.edu.au/curriculum-training-handbook/certificate-a-diploma-curriculum-a-training-handbook.html>**

**Reference should also be made to the CWH/Diploma Training & Assessment Bulletins which are circulated by email every 2 months to all CWH, DRANZCOG and DRANZCOG Advanced trainees, Training Supervisors/Mentors and Assessors.**

# TABLE OF CONTENTS

## TABLE OF CONTENTS

### **1.0 INTRODUCTION**

1.1 Purpose of this Handbook	5
1.2 Women's Health Training Programs: An overview	5

### **2.0 COLLEGE INFORMATION**

2.1 Dates for 2016	7
2.2 Relevant College House Staff Contact Details	8
2.3 Governance and Administration	10
2.4 State Reference Committee Chairs Contact Details	12
2.5 Accredited CWH, DRANZCOG & DRANZCOG Advanced Training Sites	13
2.6 RANZCOG Trainees' Committee	16

### **3.0 TRAINING & ASSESSMENT ADMINISTRATION**

3.1 Training & Assessment Guide for Trainees	17
3.2 Applying for Prospective Approval of Training	21
3.3 Registration & Training Fees – 2016	23
3.4 Workshops	24
3.5 Logbooks	25
3.6 Workplace-based Assessments	26
3.7 Compulsory Trainee Feedback Questionnaire	28
3.8 Examinations	29
3.9 Certification & Recertification	34

# 1.0 INTRODUCTION

## 1.0 INTRODUCTION

### 1.1 Purpose of this handbook

Trainees will find most of the information they require about administrative aspects of the three Women's Health Training Programs in this handbook. However, requests for additional information should be directed to the Training Services Department, RANZCOG (see Section 2.2 for contact details).

### 1.2 Women's Health Training Programs: An overview

The Conjoint Committee for the Diploma in Obstetrics and Gynaecology (CCDOG) offers three programs for medical practitioners providing care in women's health.

#### **1. Certificate in Women's Health (CWH)**

This is a training program intended for medical practitioners who desire increased knowledge in aspects of women's health that centre primarily on office-based practice, including shared antenatal and postnatal care, office gynaecology and family planning. All training and assessment requirements for the CWH must be completed within two (2) years from the date of commencement of training.

#### **2. Diploma of the RANZCOG (DRANZCOG)**

The RANZCOG Diploma (DRANZCOG) builds on the knowledge and skills developed through the Certificate of Women's Health program. It is intended for medical practitioners who wish to gain skills in obstetrics and gynaecology to a level that will enable them to safely undertake non-complex deliveries and perform basic gynaecological procedures. All training and assessment requirements for the DRANZCOG must be completed within four (4) years from the date of commencement of training.

#### **3. Advanced Diploma of the RANZCOG (DRANZCOG Adv)**

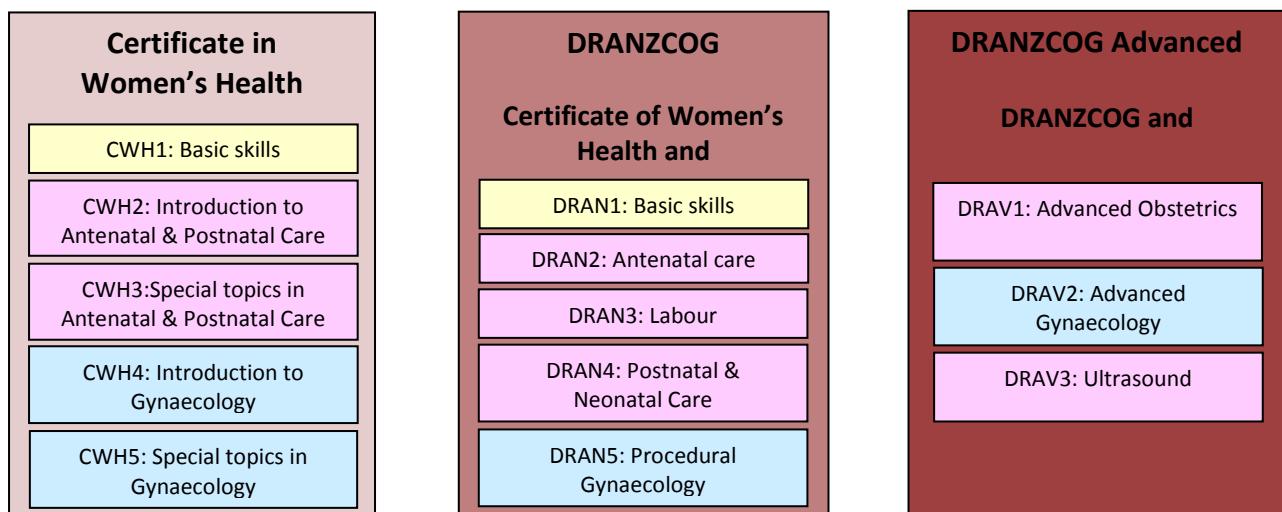
This is a hospital-based training program intended for medical practitioners who have gained skills in obstetrics through the Diploma and who wish to develop them to a level that will enable them to safely undertake complex deliveries and perform more advanced gynaecological procedures. For trainees commencing before 1<sup>st</sup> April 2016, all training and assessment requirements for the DRANZCOG Advanced must be completed within six (6) years from the date of commencement of training. For trainees commencing on or after 1<sup>st</sup> April 2016, all training and assessment requirements for the DRANZCOG Advanced must be completed within four (4) years from the date of commencement of training.

Each qualification addresses subject areas that offer considerable breadth in terms of the subject matter and the depth of knowledge and skills that are acquired.

### **Structure of the CWH, DRANZCOG and DRANZCOG Advanced Training Programs**

The three-tier structure of the Women’s Health qualifications is reflective of the progressive increase in knowledge and skills required and the shift toward independent practice as trainees continue from one training program to the next.

As each qualification is re-certifiable, trainees are not required to repeat the requirements of their existing qualification should they wish to up-skill and undertake training in subsequent qualifications. For example, holders of the Certificate who wish to undertake the Diploma or Diploma Advanced Training Programs do not have to repeat the training and assessment requirements of the Certificate, which forms part of the DRANZCOG training program.



# 2.0 COLLEGE INFORMATION

## 2.1 DATES FOR 2016

### 2.1 DATES FOR 2016

29 January	CWH and DRANZCOG Written Examinations 1
12 February	Final date to submit certification applications for March RANZCOG Board meeting (i.e. upon completion of training and assessment requirements)
15 – 18 March	RANZCOG Board and committee meetings
10 April	DRANZCOG Oral Examination 1
31 May	Closing date for applications to sit the 2016 Written and Oral Examinations 2
17 June	Final date to submit certification applications for July RANZCOG Board meeting (i.e. upon completion of training and assessment requirements)
26 – 29 July	RANZCOG Board and committee meetings
19 July	CWH and DRANZCOG Written Examinations 2
11 September	DRANZCOG Oral Examination 2
7 October	Final date to submit certification applications for November RANZCOG Board meetings (i.e. upon completion of training and assessment requirements)
30 October	Closing date for applications to sit the 2017 Written and Oral Examinations 1
8 – 11 November	RANZCOG Board and committee meetings

#### NOTE: LATE APPLICATIONS FOR RANZCOG EXAMINATIONS AND CERTIFICATION

WILL NOT BE ACCEPTED

Please refer to the relevant CWH, DRANZCOG & DRANZCOG Advanced Regulations:

[www.ranzcog.edu.au/the-ranzcog/governance/ranzcog-regulations.html](http://www.ranzcog.edu.au/the-ranzcog/governance/ranzcog-regulations.html)

## 2.2 COLLEGE STAFF CONTACTS

### College House Staff Contacts

Name & Position	Area of responsibility	Contact Details
Ms Lyn Johnson Director of Education & Training	Training & certification policy	tel +61 3 9412 2944 fax +61 3 9419 7817 <a href="mailto:ljohnson@ranzCog.edu.au">ljohnson@ranzCog.edu.au</a>
Mr Shaun McCarthy Training Services Manager	Training Policy/Programs	tel +61 3 9412 2917 fax +61 3 9419 7817 <a href="mailto:smccarthy@ranzCog.edu.au">smccarthy@ranzCog.edu.au</a>
Ms Angela Chan Senior Education Coordinator	CWH, DRANZCOG & DRANZCOG Advanced Curriculum, Assessment & Workshops	tel +61 3 9412 2986 fax +61 3 9419 7817 <a href="mailto:achan@ranzCog.edu.au">achan@ranzCog.edu.au</a>
Ms Katharine Ebbs Manager, Online Learning	CWH, DRANZCOG & DRANZCOG Advanced online modules	tel +61 3 9412 2918 fax +61 3 9419 7817 <a href="mailto:elearningsupport@ranzCog.edu.au">elearningsupport@ranzCog.edu.au</a>
Ms Maree Brislin CWH/Diploma Coordinator	Trainee enquiries Registration/training documentation Certification	tel +61 3 9412 2911 fax +61 3 9419 7817 <a href="mailto:mbrislin@ranzCog.edu.au">mbrislin@ranzCog.edu.au</a>
Ms Shiwanjali Prasad CWH/Diploma Support Officer	Trainee enquiries Registration/training documentation enquiries	tel +61 3 9412 2973 fax +61 3 9419 7817 <a href="mailto:sprasad@ranzCog.edu.au">sprasad@ranzCog.edu.au</a>
TBA Examinations Administrator	CWH & DRANZCOG Written Examinations	tel +61 3 9412 2906
TBA Examinations Administrator	DRANZCOG & DRANZCOG Advanced Oral Examination	tel +61 3 9412 2972

## RANZCOG Regional Offices Contacts

State	Staff	Contact Details
Victoria & Tasmania	Executive Officer: Mr Mathew Davies Administrative Officer: Ms Sara MacArthur	RANZCOG Victorian Regional Office 254-260 Albert Street EAST MELBOURNE VIC 3002 tel +61 3 9412 2998/2987 fax +61 3 9419 7817 <a href="mailto:mdavies@ranz cog.edu.au">mdavies@ranz cog.edu.au</a>
New South Wales	Executive Officer: Ms Lee Dawson Administrative Officer: Mr Christopher Dowding	RANZCOG New South Wales Regional Office Suite 2, Ground Floor 69 Christie Street St Leonards NSW 2065 tel +61 2 9436 1688 fax +61 2 9436 4166 <a href="mailto:nswadmin@ranz cog.edu.au">nswadmin@ranz cog.edu.au</a>
Queensland	Executive Officer: Ms Linda Cupitt (Acting) Administrative Officer: Ms Karen Young	RANZCOG Queensland Regional Office Unit 22, Level 3 17 Bowen Bridge Road Herston QLD 4006 tel +61 7 3252 3073 fax +61 7 3257 2370 <a href="mailto:ranz cogqld@ranz cog.edu.au">ranz cogqld@ranz cog.edu.au</a>
South Australia & Northern Territory	Executive Officer: Ms Tania Back	RANZCOG SA/NT Regional Office Level 1, 213 Greenhill Road Eastwood SA 5063 tel +61 8 8274 3735 fax +61 8 8271 5886 <a href="mailto:sa.nt@ranz cog.edu.au">sa.nt@ranz cog.edu.au</a>
Western Australia	Executive Officer: Ms Janet Davidson	RANZCOG WA Regional Office Level 1 44 Kings Park Road West Perth WA 6005 tel +61 8 9322 1051 fax +61 8 6263 4432 <a href="mailto:ranz cogwa@westnet.com.au">ranz cogwa@westnet.com.au</a>

# 2.3 GOVERNANCE & ADMINISTRATION

## 2.3 GOVERNANCE AND ADMINISTRATION

The Women's Health training programs are governed and administered by the Conjoint Committee for the Diploma of Obstetrics and Gynaecology (CCDOG). The CCDOG comprises representatives from the RANZCOG, the Royal Australian College of General Practitioners (RACGP) and the Australian College of Rural and Remote Medicine (ACRRM).

The CCDOG is composed of an Executive group and two subcommittees:

- Education and Assessment (EA) Subcommittee, and
- Training, Accreditation and Recertification (TAR) Subcommittee (previously known as the Joint Consultative Committee on Obstetrics, JCCO).

### CCDOG Executive

Chair: Dr Michael Rasmussen

Responsibilities:

- To define and oversee all aspects of education, training and recertification in relation to qualifications awarded jointly by RANZCOG, ACRRM and RACGP, including, but not limited, to the Certificate of Women's Health and the Diplomas known as the DRANZCOG and DRANZCOG Advanced.

Committee Coordinator: Ms Angela Chan, RANZCOG

### CCDOG Training, Accreditation and Recertification (TAR) Subcommittee

Chair: Dr Greg Jenkins

Responsibilities:

- Ongoing co-ordination and administration of the training processes.
- Ongoing co-ordination and administration of the accreditation and/or reaccreditation of training sites.
- Ongoing co-ordination and administration of processes pertaining to certification and recertification of Certificate and Diploma holders, including approval of Women's Health requirements for recertification and applications for reinstatement to the Register of Diplomates.

- Development and continuous review of regulations governing eligibility, training, accreditation and certification for the training programs.
- Collaboration with the Education and Assessment Subcommittee and the Executive of the CCDOG on training, assessment and certification issues of natural concern, where appropriate and as directed by the Executive of the CCDOG.

Committee Coordinator: Ms Maree Brislin, RANZCOG

### **CCDOG Education and Assessment (EA) Subcommittee**

Chair: Professor Ian Symonds

Responsibilities:

- The development, implementation and ongoing review of the curricula for training programs offered by the RANZCOG (in conjunction with the RACGP and ACRRM) through the CCDOG.
- Developing, sourcing and advising on educational resources used to guide and support training in relation to the Women's Health training programs.
- In conjunction with the TAR Subcommittee and other relevant Committees of the RANZCOG, develop and regularly review regulations governing training, assessment and certification for the Women's Health training programs.
- Administration and provision of guidelines for the organisation of educational workshops used to guide and support training and recertification for the Women's Health training programs.

Committee Coordinator: Ms Angela Chan, RANZCOG

## 2.4 STATE REFERENCE COMMITTEES

### 2.4 STATE REFERENCE COMMITTEE CHAIRS CONTACT DETAILS

CWH, DRANZCOG and DRANZCOG Advanced trainees must submit their logbook for assessment and signing to the Chair of the relevant State Reference Committee (SRC) listed below. DRANZCOG Advanced trainees will also have their Case Syntheses assessed by the relevant SRC Chair.

State/Territory	Contact Details
New South Wales & Australian Capital Territory	Dr Talat Uppal SRC Chair C/- Ms Lee Dawson RANZCOG NSW Suite 2, Ground Floor 69 Christie Street St Leonards NSW 2065
Queensland	Dr Carol Breeze SRC Chair C/- Ms Lee-Anne Harris RANZCOG QLD Unit 22, Level 3 17 Bowen Bridge Road Herston QLD 4006
South Australia & Northern Territory	Dr Ray Yoong SRC Chair C/- Ms Tania Back RANZCOG SA/NT Level 1, 213 Greenhill Road Eastwood SA 5063
Tasmania	Dr Frank O'Keeffe SRC Chair C/- Mr Mathew Davies RANZCOG Vic/Tas 254-260 Albert Street East Melbourne VIC 3002
Victoria	Dr Malcolm Barnett SRC Chair C/- Mr Mathew Davies RANZCOG Vic/Tas 254-260 Albert Street East Melbourne VIC 3002
Western Australia	Dr Robyn Leake SRC Chair C/- Ms Janet Davidson RANZCOG WA PO Box 6258 East Perth WA 6892

# 2.5 ACCREDITED TRAINING SITES

## 2.5 ACCREDITED CWH, DRANZCOG & DRANZCOG ADVANCED TRAINING SITES

NOTE: The RANZCOG is undertaking the re-accreditation of all the sites listed below, including the formal accreditation of Certificate of Women's Health (CWH) training units. Prospective CWH trainees in a hospital setting can undertake their training at any site accredited for DRANZCOG training.

State/Territory	Hospital	Accredited for		
		CWH training	DRANZCOG training	DRANZCOG Adv training
Queensland	Atherton Hospital			✓
	Bundaberg General Hospital		✓	✓
	Caboolture Hospital		✓	✓
	Cairns Base Hospital		✓	✓
	Gladstone Hospital		✓	✓
	Gold Coast Hospital		✓	✓
	Hervey Bay Hospital		✓	✓
	Ipswich General Hospital		✓	✓
	Logan Hospital		✓	✓
	Mackay Base Hospital		✓	✓
	Maryborough Hospital		✓	
	Mater Mothers' Hospital		✓	✓
	Mt Isa Hospital		✓	✓
	Nambour Hospital		✓	✓
	Proserpine Hospital		✓	✓
	Redcliffe Hospital (with Caboolture Hospital)		✓	✓
	Redland Hospital		✓	✓
	Rockhampton Base Hospital		✓	✓
	Roma Hospital (with Toowoomba Hospital)		✓	
	Royal Brisbane & Women's Hospital		✓	
	Stanthorpe Hospital	✓		
	St George Hospital	✓		
	Toowoomba Hospital		✓	✓
	Townsville Hospital		✓	✓
	Warwick Hospital		✓	
Western Australia	Albany Hospital		✓	✓
	Armadale Health Service			✓
	Broome Hospital		✓	✓
	Bunbury Regional Hospital		✓	✓
	Fiona Stanley Hospital*		✓	✓
	Geraldton Hospital		✓	✓
	Hedland Health Campus			✓
	Joondalup Health Care Campus		✓	✓
	Kalgoorlie Hospital		✓	✓
	King Edward Memorial Hospital for Women		✓	✓
	Nickol Bay Hospital*			✓
	Osborne Park Hospital		✓	✓
	Peel Health Campus			✓
	Rockingham General Hospital		✓	✓

State/Territory	Hospital	Accredited for		
		CWH training	DRANZCOG training	DRANZCOG Adv training
South Australia & Northern Territory	Alice Springs Hospital		✓	✓
	Flinders Medical Centre		✓	✓
	Gawler Hospital		✓	✓
	Katherine Base Hospital		✓	
	Kincraig Medical Centre (with Naracoorte Health Service)	✓		
	Lyell McEwin Hospital		✓	✓
	Mt Gambier Hospital		✓	✓
	Murray Bridge Hospital			✓
	Naracoorte Health Service		✓	
	Port Augusta		✓	✓
	Queen Elizabeth Hospital		✓	
	Royal Darwin Hospital		✓	✓
	Women's & Children's Hospital		✓	✓
Tasmania	Launceston General Hospital		✓	✓
	Mersey Community Hospital		✓	
	Royal Hobart Hospital		✓	
	North West Regional Hospital		✓	✓
Victoria	Angliss Hospital		✓	✓
	Ballarat Base Hospital		✓	✓
	Bass Coast Regional Health		✓	
	Bendigo & Northern District Base Hospital		✓	✓
	Box Hill Hospital		✓	
	Casey Hospital		✓	
	Central Gippsland Health Service		✓	✓
	Dandenong & District Hospital		✓	✓
	Geelong Hospital		✓	✓
	Goulburn Valley Hospital		✓	✓
	La Trobe Regional Hospital (LRH)		✓	✓
	Mercy Hospital for Women		✓	
	Mildura Base Hospital		✓	✓
	Monash Medical Centre Hospital		✓	
	Moorabbin Hospital		✓	
	Mornington Peninsula (Frankston) Hospital		✓	
	Northern Hospital		✓	✓
	Northeast Health Wangaratta		✓	✓
	Royal Women's Hospital		✓	
	Sandringham & District Memorial Hospital		✓	✓
	Swan Hill Hospital*		✓	
	Warrnambool Hospital		✓	✓
	Werribee Mercy Hospital		✓	
	West Gippsland Hospital		✓	✓
	Western Hospital Sunshine		✓	✓
	Wimmera Base Hospital*		✓	✓
	Wodonga Hospital		✓	✓

\*Conditions apply – please contact Training Services, College House

State/Territory	Hospital	Accredited for		
		CWH training	DRANZCOG training	DRANZCOG Adv training
New South Wales & Australian Capital Territory	Armidale & New England District Hospital		✓	✓
	Auburn District Hospital		✓	
	Bankstown-Lidcombe Hospital		✓	✓
	Bathurst Hospital		✓	✓
	Bega District Hospital			✓
	Belmont Hospital		✓	✓
	Blacktown Hospital		✓	
	Bowral District Hospital		✓	✓
	Broken Hill Hospital*		✓	✓
	Camden District Hospital		✓	
	Campbelltown Hospital		✓	✓
	Canberra Hospital		✓	✓
	Canterbury Hospital		✓	
	Coffs Harbour Hospital		✓	✓
	Dubbo Base Hospital		✓	✓
	Fairfield District Hospital		✓	
	Gosford District Hospital		✓	✓
	Goulburn Base Hospital		✓	✓
	Griffiths Hospital		✓	✓
	Hornsby & Ku-Ring-Gai Hospital		✓	✓
	John Hunter Hospital		✓	✓
	Kempsey District Hospital			✓
	Lismore Base Hospital		✓	✓
	Liverpool Hospital		✓	✓
	Maitland Hospital		✓	✓
	Manly Hospital (Northern Beaches)		✓	
	Manning Base Hospital		✓	✓
	Mona Vale Hospital (Northern Beaches)		✓	✓
	Moruya Hospital		✓	✓
	Murwillumbah District Hospital		✓	
	Nepean District Hospital		✓	✓
	Orange Base Hospital		✓	✓
	Port Macquarie Hospital		✓	✓
	Queanbeyen Hospital		✓	✓
	Royal Hospital for Women		✓	
	Royal North Shore Hospital		✓	
	Ryde Hospital		✓	
	St George Hospital		✓	
	Shoalhaven District Memorial Hospital		✓	
	Sutherland Hospital		✓	✓
	Tamworth Base Hospital		✓	✓
	Tweed Heads District Hospital		✓	✓
	Wagga Wagga Base Hospital		✓	✓
	Westmead Hospital		✓	
	Wollongong/Port Kembla Hospital		✓	
New Zealand	Dunedin Hospital	✓		

\*Conditions apply – please contact Training Services, College House

## 2.6 RANZCOG TRAINEES' COMMITTEE

### 2.6 RANZCOG TRAINEES' COMMITTEE

The RANZCOG Trainees' committee was formed in 1999 with the aim of communicating the views of trainees to the RANZCOG – both in relation to training issues and broader issues such as the future of obstetrics and gynaecology.

The Committee comprises:

- a Chair, who is undertaking their final years of RANZCOG Fellowship training or post- Fellowship training (i.e. subspecialty training);
- Fellowship trainee representatives from each state/region in Australia and New Zealand;
- a representative of RANZCOG Subspecialty trainees;
- a representative of CWH/DRANZCOG/DRANZCOG Advanced trainees;
- a representative of recent RANZCOG Fellows (i.e. of less than five years' standing);
- a RANZCOG Fellow representing the College Training Accreditation Committee; and
- a RANZCOG Fellow representing the Education and Assessment Committee.

The Chair attends all meetings of RANZCOG Council and the RANZCOG Education & Assessment and Training Accreditation Committees.

The current Chair is Dr Anthea Lindquist. The current CWH/DRANZCOG/DRANZCOG Advanced trainee representative TBA.

The Committee meets by teleconference six times a year and there is also an annual face-to-face meeting.

Trainee representatives are also included on various RANZCOG committees and working groups, ensuring trainee involvement in RANZCOG decision-making.

For information on the CWH/DRANZCOG/DRANZCOG Advanced trainee representative and updates on the Committee, refer to the Trainees' Committee page on the RANZCOG website:

<http://www.ranzcog.edu.au/the-ranzcog/governance/college-committees.html>

# 3.0 TRAINING & ASSESSMENT

## 3.1 TRAINING & ASSESSMENT GUIDE

### 3.1 TRAINING & ASSESSMENT GUIDE FOR TRAINEES

#### CERTIFICATE OF WOMEN'S HEALTH

These trainees must complete the CWH-specific training and assessment requirements within **two (2) years** from the date of commencement of CWH-specific training:

- the five CWH modules;
- the *CWH Skills* section of the *In-Training Skills Log* in the CWH Logbook;
- the *Training Experience Log* in the CWH Logbook;
- The CWH-specific *Workplace-based Assessments*, as listed in the *Workplace-based Assessments Log* of the CWH Logbook;
- Written Examination consisting of 100 CWH-specific multi-choice questions;
- the RANZCOG Women's Health Practical Skills workshop (where the Training Mentor recommends that attendance at the workshop would assist the trainee in their performance and progress). Trainees must register for the workshop with their relevant RANZCOG Regional Office.

	Training & assessment requirements		Continued Professional Development
Training	Modules		
Training	CWH1: Basic Skills		CCDOG-approved Professional Development Programs
	CWH2: Introduction to Antenatal and Postnatal Care		
	CWH3: Special Topics in Antenatal and Postnatal Care		
	CWH4: Introduction to Gynaecology		
	CWH5: Special Topics in Gynaecology		
	Family Planning Experience: minimum number of 12 family planning consultations.		
	Antenatal Care Experience: minimum number of 70 antenatal consultations.		
	Gynaecological Experience: minimum number of 70 gynaecological consultations.		
	Women's Health Practical Skills Workshop (Where the Training Mentor recommends that attendance at the workshop would assist the trainee in their performance and progress).		
	<b>Logbook:</b> Record of training experience, workplace-based assessments, workshop participation and monthly logbook checks by the Training Mentor.		
Assessment	<b>Workplace-based Assessments:</b> Paper-based assessments of clinical and procedural skills		Recertification requirements
	<b>Written Examination:</b> 100 multi-choice questions		

## DRANZCOG

Trainees undertaking DRANZCOG training must complete the training and assessment requirements for both the Certificate of Women's Health (see page 17) and DRANZCOG (see below) within **four (4) years** from the date of commencement of training.

Trainees who have already completed the Certificate of Women's Health and maintained their knowledge and skills by participating in CCDOG-approved professional development programs need not repeat the Certificate of Women's Health training and assessment requirements. These trainees must complete the following DRANZCOG-specific training and assessment requirements within **two (2) years** from the date of commencement of DRANZCOG-specific training:

- the five DRANZCOG modules;
- the *DRANZCOG Skills* section of the *In-Training Skills Log* in the DRANZCOG Logbook;
- *Clinical Procedures Log* in the DRANZCOG Logbook;
- The DRANZCOG-specific *Workplace-based Assessments*, as listed in the *Workplace-based Assessments Log* of the DRANZCOG Logbook;
- Additional antenatal and gynaecological consultations;
- Written Examination consisting of 50 DRANZCOG-specific multi-choice questions; and
- Oral Examination (see p31 regarding changes to the Oral Examination).

	<b>Training &amp; assessment requirements</b>		<b>Continued Professional Development</b>
<b>Training</b>	<b>Modules</b>		
	DRAN1: Basic Skills		CCDOG-approved Professional Development Programs
	DRAN2: Antenatal Care		
	DRAN3: Labour		
	DRAN4: Postnatal and Neonatal Care		
	DRAN5: Procedural Gynaecology		
	<b>Minimum Procedures:</b> personally perform minimum number of obstetric and gynaecological procedures.		
	Antenatal Care Experience: minimum number of 70 antenatal consultations.		
	Gynaecological Experience: minimum number of 70 gynaecological consultations.		

<b>Assessment</b>	<b>Logbook:</b> Record of training experience, workplace-based assessments and monthly logbook checks by the Training Supervisor.	Recertification requirements
	<b>Workplace-based Assessments:</b> Paper-based assessments of clinical and procedural skills.	
	<b>Written Examination:</b> 50 multi-choice questions.	
	<b>Oral Examination:</b> a series of stations that simulate clinical scenarios relevant to the DRANZCOG scope of practice. (see p31 regarding changes to the Oral Examination)	

## DRANZCOG Advanced

Trainees undertaking DRANZCOG Advanced training must complete the training and assessment requirements for both the DRANZCOG (including CWH requirements) and DRANZCOG Advanced within **six (6) years** from the date of commencement of training.

Trainees who have already completed the DRANZCOG and maintained their knowledge and skills by participating in CCDOG-approved professional development programs need not repeat the DRANZCOG training and assessment requirements. These trainees must complete the following DRANZCOG Advanced-specific training and assessment requirements within **two (2) years** from the date of commencement of DRANZCOG Advanced-specific training:

- the three DRANZCOG Advanced modules;
- the DRANZCOG Advanced Logbook;
- the DRANZCOG Advanced-specific Workplace-based Assessments;
- Training Supervisor Reports (currently being revised); and
- Five (5) written Case Syntheses of a range of obstetric conditions.

**NB: The DRANZCOG Advanced Oral Examination is being introduced in 2017. Trainees must refer to page 31 for further details**

	Training & assessment requirements		Continued Professional Development
Training	Modules	DRAV1: Advanced Obstetrics DRAV2: Advanced Gynaecology DRAV3: Ultrasound <b>Minimum Procedures &amp; Scans:</b> personally perform minimum number of procedures and ultrasound scans	CCDOG-approved Professional Development Programs
Assessment		<b>Logbook:</b> Record of training experience, workplace-based assessments and monthly logbook checks by the Training Supervisors. <b>Workplace-based Assessments:</b> Paper-based assessments of procedural and ultrasound skills <b>Case Syntheses:</b> Written case syntheses on a range of obstetric conditions	Recertification requirements

# 3.2 TRAINING & ASSESSMENT GUIDE

## 3.2 APPLYING FOR PROSPECTIVE APPROVAL OF TRAINING

### Eligibility

Prospective trainees for the Certificate of Women's Health must hold a primary degree in Medicine and Surgery issued by a medical school listed in the WHO Publication *World Directory of Medical Schools*. They must have one of general/provisional/restricted registration with the Medical Board of Australia and be in their first or subsequent year of postgraduate training.

Prospective trainees for the DRANZCOG and DRANZCOG Advanced must hold a primary degree in Medicine and Surgery issued by a medical school listed in the WHO Publication *World Directory of Medical Schools*. They must have one of general/provisional/restricted registration with the Medical Board of Australia. Trainees who occupy DRANZCOG and DRANZCOG Advanced training posts must be in their second or subsequent postgraduate year.

### Registrations/Application for Prospective Approval to Commence Training

Prospective CWH/DRANZCOG/DRANZCOG Advanced trainees must have secured an appointment in a hospital or other appropriate setting approved by the RANZCOG for the relevant training program. Accredited hospitals are listed in Section 2.5 of this handbook. The RANZCOG does **NOT** assist prospective trainees with hospital or clinic placements. Trainees must obtain their placement **BEFORE** registration and **BEFORE** applying for prospective approval of training.

At least four (4) weeks prior to the commencement of training, prospective trainees must complete the relevant CWH/DRANZCOG/DRANZCOG Advanced Registration/Prospective Approval of Training form. These forms are available on the RANZCOG website, <http://www.ranzcog.edu.au>.

The completed form must be submitted to the RANZCOG along with four photographs, a certified copy of the applicant's primary medical degree or AMC Certificate, and fee payment. **If these requirements are not submitted, the registration process cannot be completed.**

Once the Registration/Prospective Approval Form and requirements are received at the RANZCOG, trainee details will be added to the RANZCOG database and the trainee will be sent the relevant Logbook that is to be used as a record of all CWH/DRANZCOG/DRANZCOG Advanced training.

Trainees **must** ensure they are familiar with the following documents available on the RANZCOG website, <http://www.ranzcog.edu.au>:

- **CWH/DRANZCOG/DRANZCOG Advanced Curriculum, 3<sup>rd</sup> Edition**, containing the objectives, syllabi and training and assessment of each training program
- **CWH/DRANZCOG/DRANZCOG Advanced Training Handbook**, outlining administrative processes and procedures pertaining to each training program
- **RANZCOG Regulations** detailing the regulations pertaining to the CWH, DRANZCOG and DRANZCOG Advanced Training Programs

#### **Registrations/Application for Prospective Approval to Continue Training & Fee Payment**

All CWH/DRANZCOG/DRANZCOG Advanced trainees are required to apply for prospective approval of training and pay the annual training fee for each year of training. Applications for prospective approval of training must be made on the official CWH/DRANZCOG/DRANZCOG Advanced Registration/Prospective Approval to Continue Training Form. This form is available from the RANZCOG website, <http://www.ranzcog.edu.au>.

Please note that trainees will be invoiced for the annual training fee at the commencement of each year of training (up to the maximum allowable time for that program).

# 3.3 REGISTRATION & TRAINING FEES - 2016

## 3.3 REGISTRATION & TRAINING FEES - 2016

All fees are reviewed annually and are subject to change.

<b>Annual Training Fees</b>	
CWH annual training fee	\$650.00
DRANZCOG annual training fee (includes CWH training)	\$1300.00
DRANZCOG Advanced annual training fee (includes CWH and DRANZCOG training)	\$1950.00
DRANZCOG ONLY (Upgrade from completed CWH)	\$650.00
DRANZCOG Advanced ONLY annual training fee (Upgrade from completed DRANZCOG)	\$650.00
DRANZCOG and DRANZCOG Advanced ONLY annual training fee (Upgrade from completed CWH)	\$1300.00
<b>Workshops</b>	
CWH Workshop	\$420.00
<b>Examination fees</b>	
CWH Written Examination fee	\$450.00
CWH Upgrade to DRANZCOG Written Examination fee	\$300.00
DRANZCOG Written Examination fee	\$600.00
DRANZCOG Oral Examination fee	\$1750.00
DRANZCOG Advanced Oral Examination fee	\$1750.00
<b>Certification</b>	
CWH/DRANZCOG/DRANZCOG Advanced Certification fee (Enrolment on Register and issuing of certificate)	\$230.00

# 3.4 WORKSHOPS

## 3.4 WORKSHOPS

The RANZCOG is committed to providing a program of face-to-face training workshops to all trainees and Training Supervisors involved in the Women's Health Training Programs. The training workshops promote active learning and are practical and interactive in format, including discussion of real patient scenarios, videos, hands-on practical activities and (where relevant) role plays. The training workshops are delivered at diverse locations, including workplaces and regional centres to optimise access for all trainees.

### 3.4.1 Women's Health Practical Skills Workshop

The Women's Health Practical Skills workshop can be completed by CWH trainees. The workshop is designed to offer specific training in the following:

- Routine antenatal care;
- Conducting a 'Well Woman' check;
- Performing gynaecological and breast examinations;
- Taking genital tract specimens;
- Family planning and contraception counselling; and
- Contraception insertion and management.

Trainees must register for the CWH Workshop using the official form found on the RANZCOG website, <http://www.ranzcog.edu.au>.

### 3.4.2 DRANZCOG Advanced Ultrasound Workshop

This full day practical skills workshop focuses on the knowledge and skills that DRANZCOG Advanced and FRANZCOG trainees require to not only complete relevant assessment of their ultrasound skills, but also for ongoing practice upon completion of their respective training programs. The workshop includes training in transabdominal and transvaginal scanning using a combination of pelvic models and pregnant women. Trainees rotate in small groups between workstations organised with a model or pregnant subject, an experience tutor and a Sonosite ultrasound machine.

The knowledge components include:

- First trimester pregnancy: transabdominal and transvaginal approach and measurement
- First trimester pregnancy: normal development and viability
- Biometry
- Third trimester pregnancy: assessment
- Documentation of scans

# 3.5 TRAINING & ASSESSMENT GUIDE

The practical training includes:

- Understanding the ultrasound machine
- First trimester measurement and assessment using transvaginal and transabdominal approaches
- Third trimester measurement and assessment

Trainees must register for the DRANZCOG Advanced Ultrasound Workshop via the RANZCOG website, <http://www.ranzcog.edu.au>.

## 3.5 LOGBOOKS

The Logbook is used by each trainee as a record of all required procedural and other training experiences in every year of CWH/DRANZCOG/DRANZCOG Advanced training. It is an essential proof of training, which is used by the Training Mentor or Training Supervisor(s) and Chair of the relevant State Reference Committee (SRC) to monitor the trainee's experience and ensure that it is appropriate for the level of training. The information in trainee Logbooks is also used by the RANZCOG to monitor each trainee's training experience. Trainees must keep their Logbooks at hand at all times and always up-to-date.

The Logbook must be reviewed by the Training Mentor or Training Supervisor(s) once a month.

Logbooks are **only** obtainable from the RANZCOG Training Services Department once the annual training fee is paid. Payment is required prior to the commencement of the training period.

Once the Logbook is completed, it is to be sent to the relevant State Reference Committee (SRC) Chair **within two weeks** of completion for assessment and signing. The Logbook is then forwarded by the SRC Chair to RANZCOG Training Services where a copy of the Logbook is taken. The original Logbook is then returned to the trainee. Enquiries regarding approval of training should be directed to the relevant SRC Chair. A list of all SRC Chairs and their contact details can be found in Section 2.4 of this Handbook.

# 3.6 WORKPLACE-BASED ASSESSMENTS

## 3.6 WORKPLACE-BASED ASSESSMENTS (WBA)

Workplace-based assessment (WBA) is part of the holistic assessment framework for the CWH, DRANZCOG and DRANZCOG Advanced curricula. It involves a process whereby a trainee's competency in core clinical and procedural skills is assessed in real patient scenarios during a trainee's everyday work against clearly defined criteria and established standards.

The strength of workplace-based assessment is that trainees are assessed at the time of undertaking clinical work in real patient encounters during a normal working week. When a trainee is involved in a clinical encounter or performing a procedure that is to be assessed, an approved Assessor utilises the relevant form to assess the trainee's performance against the standards described for each criterion. A suitable Assessor is one who has worked with the trainee and who can make a balanced and informed judgement of the trainee's performance: the Training Mentor, Training Supervisor or another 'teacher' who has guided and supported the trainee's knowledge and skill development, namely other consultants or registrars in obstetrics and gynaecology who hold Membership of RANZCOG, who have been approved by the Training Supervisor to act as Assessors.

Workplace-based assessments are designed to be formative, for feedback and planning for further learning, as well as summative for final satisfactory sign-off assessment. For each WBA, either formative or summative, the relevant assessment form **MUST** be completed by the approved Assessor. Assessment forms are available on the RANZCOG website, <http://www.ranzcog.edu.au>. Each form clearly articulates the assessment criteria for that WBA, with clinical descriptors for 'Below MAPS', 'At MAPS' and 'Above MAPS'. Trainees **must** meet the Minimum Acceptable Passing Standard, or MAPS, for each criterion as described on the assessment form. If 'Below MAPS' or 'Not Observed' is recorded for one (1) or more criteria, the WBA is deemed 'unsatisfactory' and must be repeated until at least 'At MAPS' is achieved for all criteria in any one attempt of the WBA. However, it is **not** expected that trainees achieve MAPS on all criteria on the first attempt of a given WBA; the trainee may use the assessments, where appropriate, as a formative process prior to having a final satisfactory summative sign-off assessment. There is no limit to the number of formative attempts. Rather, formative attempts are encouraged and the number required to achieve a satisfactory outcome can be recorded in the *Workplace-based Assessments Log* in the Logbook.

Trainees and their assessors should make use of the WBA assessment process as a formal mechanism for contemporaneous feedback by using the criteria to help structure discussion as follows:

- **prior to the WBA** in order to discuss the trainee's progress and ascertain whether the trainee is ready to complete a final sign-off assessment, and
- immediately (or as soon as possible) **after the WBA** in order to discuss the result and plan for future learning.

Trainees **MUST** retain copies of all satisfactory **and** unsatisfactory assessment forms (stored in the plastic pocket at the back of the Logbook) as the Training Supervisor may review them at any time. Trainees must submit **only** satisfactory forms when submitting their Logbook for assessment at the conclusion of training.

The WBAs for each training program are specified in the respective Logbooks. CWH trainees should note that they may complete the Communication Skills validation concurrently with the Cervical Smear or Antenatal Examination validation. However, the Communication Skills Assessment form must be used **in addition** to the form for the other validation. Trainees who have already completed the Certificate of Women's Health and maintained their knowledge and skills by participating in CCDOG-approved professional development programs need not repeat the Certificate of Women's Health validations. However, details of these validations must be completed in the *Workplace Based Assessments Log* in the DRANZCOG Logbook.

For further information or support related to WBA, trainees and/or Assessors should contact:

Senior Education Co-ordinator  
Education Development Unit  
RANZCOG, 254-260 Albert St, East Melbourne, VIC 3002

# 3.7 FEEDBACK QUESTIONNAIRE

## **3.7 COMPULSORY TRAINEE FEEDBACK QUESTIONNAIRE**

Trainee feedback is vital to the ongoing review and refinement of the CWH, DRANZCOG and DRANZCOG Advanced Training Programs and associated curriculum, assessment and administrative processes and procedures. The Compulsory Trainee Feedback Questionnaire **must** be completed by DRANZCOG and DRANZCOG Advanced Trainees and submitted to the RANZCOG at the completion of training.

The purpose of the questionnaire is to assess the training hospitals rather than individuals within hospitals, so that future training can be modified and improved. The questionnaire asks trainees to rate and comment on various aspects of their training, including the standard of supervision and appropriate clinical training experience. Questionnaire responses are de-identified and the data collated to generate reports that are then considered and discussed by the relevant State Reference Committee Chair and the subcommittees of the CCDOG, the CCDOG Executive and, when appropriate, other relevant standing committees of the RANZCOG Council.

The feedback questionnaire is available on the RANZCOG website at

<http://www.ranzcog.edu.au/assessment/trainee-feedback-questionnaire.html>

# 3.8 EXAMINATIONS

## 3.8 EXAMINATIONS

Trainees are advised to consult the *RANZCOG Regulations* document available on the College website, <http://www.ranzcog.edu.au>. Examination application forms can be obtained from the RANZCOG website at <http://www.ranzcog.edu.au>.

**It is the candidate's responsibility to apply for all examinations. Late applications will NOT be accepted.**

### DATES FOR CWH and DRANZCOG EXAMINATIONS

Session	Examination	Date	Closing date for applications
First	Written	February each year	30 October of previous year
	Oral	April each year	30 October of previous year
Second	Written	July each year	31 May each year
	Oral	September each year	31 May each year

**Note: Late applications will NOT be accepted. The examination fee is subject to annual review. Trainees should refer to Section 3.3 of this handbook for current fees.**

### EXEMPTION FEES

A fee is payable to the RANZCOG in cases where an exemption from the DRANZCOG examination in Australia is recommended by the Conjoint Committee for the Diploma of Obstetrics and Gynaecology (CCDOG) and granted by the RANZCOG.

## CWH & DRANZCOG WRITTEN EXAMINATIONS

The CWH and DRANZCOG qualifications require a Written Examination (100 item multiple choice paper for two hours for CWH and additional 50 item multiple choice paper for one hour for DRANZCOG). Applicants for the Written Examination may select the venue where they wish to take the examination. All RANZCOG written examinations will be held only in centres where there is a RANZCOG Regional Office: Adelaide, Brisbane, Melbourne, Perth, Sydney and Wellington.

### REVISION COURSES FOR CWH & DRANZCOG TRAINEES

There is no requirement for attendance at an approved course; however, trainees are encouraged to attend the revision courses which are offered by some states to prepare trainees for the CWH and DRANZCOG examinations. For precise course dates and information on course registration, contact the Executive Office in the relevant state.

State	Course Dates & Venue	Contact Details
New South Wales	November  Rydges Hotel 54 McLaren St North Sydney	Executive Officer RANZCOG NSW Regional Committee Suite 2, Ground Floor 69 Christie Street St Leonards NSW 2065 tel 02 9436 1688 fax 02 9436 4166 <a href="mailto:nswadmin@ranzCog.edu.au">nswadmin@ranzCog.edu.au</a>
Queensland	June or July  Check with the Executive Officer for venue information.	Executive Officer RANZCOG QLD Regional Committee Unit 22, Level 3 17 Bowen Bridge Road Herston QLD 4006 tel 07 3252 3073 fax 07 3257 2370 <a href="mailto:ranzCogQld@ranzCog.edu.au">ranzCogQld@ranzCog.edu.au</a>
Victoria	January or February, and July or August  Check with the Executive Officer for venue information.	Executive Officer RANZCOG Vic Regional Committee 254-260 Albert Street Melbourne VIC 3002 tel 03 9412 2998/2987 fax 03 9419 0672 <a href="mailto:mdavies@ranzCog.edu.au">mdavies@ranzCog.edu.au</a>

Enrolments are accepted up to the date of the course.

## **DRANZCOG & DRANZCOG ADVANCED ORAL EXAMINATIONS**

In March 2014, the RANZCOG Board agreed to introduce an oral examination to the DRANZCOG Advanced Training Program in 2016 and discontinue the DRANZCOG Oral Examination as a requirement of the DRANZCOG Training Program by the end of 2016. The following timeline and transition arrangements have been put into place to facilitate this change in assessment.

### **DRANZCOG trainees**

- 1. DRANZCOG trainees who commenced training prior to 1 January 2016 have the choice of successfully completing either**
  - i) the DRANZCOG Oral Examination, **OR**
  - ii) Two additional WBAs (1. Normal labour and delivery and 2. Dilatation and curettage)

**NB: The last DRANZCOG Oral Examination will be offered in September 2016. DRANZCOG trainees commencing training before 1 January 2016 have until September 2016 to successfully complete the DRANZCOG Oral Examination.**

- 2. DRANZCOG trainees who commence training on or after 1 January 2016 must satisfactorily complete all specified WBAs (including 1. Normal labour and delivery and 2. Dilatation and curettage). These trainees will NOT be required to satisfactorily complete the DRANZCOG Oral Examination.**

### **DRANZCOG Advanced trainees**

- 1. DRANZCOG Advanced trainees who commenced training prior to 1 January 2017 and who HAVE already successfully completed the DRANZCOG Oral Examination, are not required to satisfactorily complete the DRANZCOG Advanced Oral Examination.**
- 2. DRANZCOG Advanced trainees who commenced training prior to 1 January 2017 and who HAVE NOT satisfactorily completed the DRANZCOG Oral Examination, are required to satisfactorily complete the DRANZCOG Advanced Oral Examination.**
- 3. DRANZCOG Advanced trainees who commenced training ON or AFTER 1 January 2017 are required to satisfactorily complete the DRANZCOG Advanced Oral Examination.**

**The last DRANZCOG Oral Examination will be offered in September 2016.**

## DRANZCOG ORAL EXAMINATION

DRANZCOG trainees must have successfully completed the DRANZCOG Written Examination before attempting the Oral Examination. The examination is available to all DRANZCOG trainees who are registered in the DRANZCOG Training Program. Trainees should consult the *RANZCOG Regulations* document available on the College website (<http://www.ranzcog.edu.au>) for regulations pertaining to RANZCOG examinations. **NB: The final DRANZCOG Oral Examination will be offered in September 2016.**

The DRANZCOG Oral Examination is an Objective Structured Clinical Examination (OSCE). Candidates are required to complete fifteen (15) cases, each of seven (7) minutes duration, plus two (2) minutes reading initial time.

### Critical Stations in the Oral Examination

Four of the seven topics below will be examined in stations at the DRANZCOG Oral Examination and these stations will be 'critical'. That is, in addition to obtaining an overall result that equals or exceeds the pass mark for the examination, candidates will have to pass at least three of the four stations relating to the topics taken from the list below in order to achieve a pass in the examination.

The topics are as follows:

- Management of antepartum haemorrhage;
- Instrumental deliveries;
- Management of eclamptic patient;
- Resuscitation of neonate;
- Management of postpartum haemorrhage;
- Management of pre-eclampsia;
- Management of shoulder dystocia.

The standard required to achieve a pass at an individual station in the examination will be determined by the standard setting process that is conducted prior to each examination. As with the overall passing mark for the examination, there is no pre-set mark that corresponds to a pass; consequently, it is not possible to indicate the marks required to pass individual stations, or the entire Oral Examination, prior to the examination.

All DRANZCOG Oral Examinations are held in Melbourne. Please check the RANZCOG website for details of the examination venue and summaries of past DRANZCOG Oral Examination topics –

<http://www.ranzcog.edu.au>

## **DRANZCOG ADVANCED ORAL EXAMINATION**

DRANZCOG Advanced trainees **must** have successfully completed the DRANZCOG Written Examination before attempting the DRANZCOG Advanced Oral Examination.

Trainees should consult the *RANZCOG Regulations* document available on the College website (<http://www.ranzcog.edu.au>) for regulations pertaining to College examinations.

The DRANZCOG Advanced Oral Examination is designed to address the scope of practice that will be expected of an Advanced Diplomate upon completion of the training program. As such the examination will include curriculum topics from across the CWH, DRANZCOG and DRANZCOG Advanced curricula.

### **CWH & DRANZCOG EXAMINATION REQUIREMENTS CHECKLIST**

When applying for admission to the examination for the CWH and the DRANZCOG, you must provide a complete and signed application form and the appropriate examination fees. It is the responsibility of the candidate to ensure that all relevant documents are received by the Examinations Officer, RANZCOG, by the due dates. If all requirements are not met, candidates may not be given permission to proceed to examination, or alternatively, results may be withheld from those candidates from whom no documentation has been received.

# 3.9 CERTIFICATION & RECERTIFICATION

## 3.9 CERTIFICATION & RECERTIFICATION

Trainees are advised to consult the RANZCOG Regulations pertaining to Certificate and Diploma certification. <http://www.ranzcog.edu.au/curriculum-training-handbook/ranzcog-regulations.html>

### CERTIFICATION - CWH

To be eligible to enrol on the register of Certificate of Women's Health holders, trainees must have satisfactorily completed the following requirements:

- Certificate of Women's Health Logbook, and have it signed by the Chair of the relevant State Reference Committee (SRC);
- CWH Workplace-based Assessments (WBAs);
- CWH Written Examination;
- CWH Declaration; and
- Enrolment on the Register of CWH holders form.

### CERTIFICATION - DRANZCOG

To be eligible to enrol on the register of Diplomates, trainees must have satisfactorily completed the following requirements:

- All CWH training and assessment requirements, or be maintaining their CWH by completing the recertification requirements;
- The DRANZCOG Logbook, and have it signed by the Chair of the relevant State Reference Committee (SRC);
- The DRANZCOG Workplace-based Assessments (WBAs);
- The DRANZCOG Written Examination;
- The DRANZCOG Oral Examination\*;
- DRANZCOG Declaration; and
- Enrolment on the Register of Diplomates form.

\* See p31 for details regarding Oral Examinations

The Declaration and Enrolment on the Register forms can be downloaded from the RANZCOG website:

<http://www.ranzcog.edu.au/certification/how-to-obtain-your-certificate-or-diploma.html>

The forms need to be completed and forwarded to College House, along with the payment of the current certificate fee (payable to RANZCOG). This fee covers the administration costs associated with the awarding of the Certificate/Diploma.

Following receipt of the forms, the Certificate/Diploma, signed by the Presidents of all three Colleges (RANZCOG, RACGP and ACRRM) will be prepared and forwarded to you, along with an invoice for a pro-rata subscription fee that entitles you to receive the College magazine *O&G* and the *Australian and New Zealand Journal of Obstetrics and Gynaecology (ANZJOG)*.

**NOTE:** All examination results are subject to ratification by the RANZCOG Council and as such Certificates/Diplomas will not be sent until Council has met. For examinations sat in April, Council will meet in July. For examinations held in September, Council will meet in November.

#### **CERTIFICATION - DRANZCOG Advanced**

To be eligible to enrol on the register of Diplomates (Advanced), trainees must have satisfactorily completed the following requirements:

- All DRANZCOG training and assessment requirements, or be maintaining their DRANZCOG by completing the recertification requirements;
- The DRANZCOG Advanced Logbook, and have it signed by the Chair of the relevant State Reference Committee (SRC);
- The DRANZCOG Advanced Workplace-based Assessments (WBAs) \*;
- The DRANZCOG Advanced Oral Examination \*;
- The five Case Syntheses on a range of obstetric cases;
- DRANZCOG Advanced Declaration; and
- Enrolment on the Register of Diplomates (Advanced) form.

**\* See p31 for details regarding WBAs and Oral Examinations**

Following successful completion of all training and assessment requirements, the Chair of the SRC will formally recommend to the Training, Accreditation and Recertification (TAR) Subcommittee that the candidate be awarded the DRANZCOG Advanced. Once the recommendation has been approved by the TAR Subcommittee, it is referred to the next meeting of RANZCOG Board for formal ratification. The Board meets in March, July and November each year. After this ratification, the Training Services Department at the RANZCOG sends the candidate a form to apply for certification and to be placed on the Register. The candidate also receives an invoice for a certification fee payable to the RANZCOG (see Section 3.3 for current fees).

## **RECERTIFICATION**

The CWH, DRANZCOG and DRANZCOG Advanced are all re-certifiable and time-limited qualifications. They are granted for a period of three - five years, adjusted to align with the period of the RACGP Quality Improvement and Continued Professional Development (QI&CPD) Program. Recertification occurs every three years thereafter. Recertification is contingent on the Certificate or Diploma holder accruing a set of points in the RACGP QI&CPD Program or the ACRRM Professional Development Program.

Certificants and Diplomates who are not included on the list of recognised GPs with the Health Insurance Commission will have their points administered by the RANZCOG.

**NOTE:** The revised RANZCOG Regulations take effect from 1 December 2013 and, at that time, replace those previously in operation. The Regulations have been separated from the Training Handbook and are now contained in a separate publication, available on the College website at: [www.ranzcog.edu.au/the-ranzcog/governance/ranzcog-regulations.html](http://www.ranzcog.edu.au/the-ranzcog/governance/ranzcog-regulations.html) Trainees, Training Supervisors and Mentors, are encouraged to familiarise themselves with this document and, in particular, Section F.