



RACGP

Royal Australian College of General Practitioners

Practice Experience Program

Initial Core Skills Analysis

**Mentor Discussion Guide and
Template**

Practice Experience Program – Initial Core Skills Analysis – Mentor Discussion Guide and Template

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Mentor Discussion Guide and Template

The guide is intended to be used in conjunction with the Initial Core Skills Analysis (ICSA) Participant Profile by Training Organisation Mentors to guide discussions with the Participant on how they would like to focus their learning in the Practice Experience Program.

Discussion Template

The following template can be used as a guide to what content is expected to be covered during the first meeting between the Training Organisation Mentor and the Participant.

Discussion Template

	DISCUSSION ITEM	NOTES
Review of CV	<ul style="list-style-type: none"> Country of Training Years since graduation Other qualifications Gaps in experience Recency of practice (consider lack of recency >6 months) Scope of practice (consider narrow scope >6 months) 	
AMC Exam status and performance	<ul style="list-style-type: none"> No. of attempts AMC1 Has AMC 2 been achieved? If not, why not? 	
Review of CPD Statement	<ul style="list-style-type: none"> Current CPD – (hours, range, suggest currency of CPR) 	
ICSA MCQ review	<ul style="list-style-type: none"> Areas of strength Areas for improvement Accuracy vs confidence Using results to inform plan for learning 	
Fellowship Exam information	<ul style="list-style-type: none"> Previous attempts Completed exams Unsatisfactory attempts Feedback Eligibility under GPE Exam Eligibility Policy Future exam planning 	
Plan for Learning Discussion	<ul style="list-style-type: none"> Emphasise the value of a plan for learning. Discuss the plan for learning as key to reflective practice for attainment of Fellowship 	
Miscellaneous	<ul style="list-style-type: none"> Extenuating circumstances, any AHPRA restrictions 	
Issues for Follow-up (include who is actioning the issue, the Training Organisation or the Participant)		

Suggested discussion questions

The following questions can be used as prompts during the first meeting between the Training Organisation Mentor and the Participant.

1. In your view, what will your practice look like in five years' time? For example location, scope and areas of interest.
2. Do you have any personal or specific interests that you would like to develop or are keen to maintain?
3. Are there any specific skills that you require to meet the needs of the local community and the practice?
4. Do you have any preferred methods of learning (examples include online, lectures, small groups, etc.)?
5. Are there any barriers to learning based on your current personal circumstances that might affect you?
6. What do you think you are doing well and what is the evidence of this?
7. What knowledge, skills and attitudes do you think you need to develop? What is the evidence of this?
8. How can you optimise your general practice and contextualise your learning? (For example, visiting nursing homes, palliative care, home visits, on the day appointments etc.)

Please upload this completed Template (or your preferred record of meeting) to the Documentation section of the Participant's PEP portal.



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