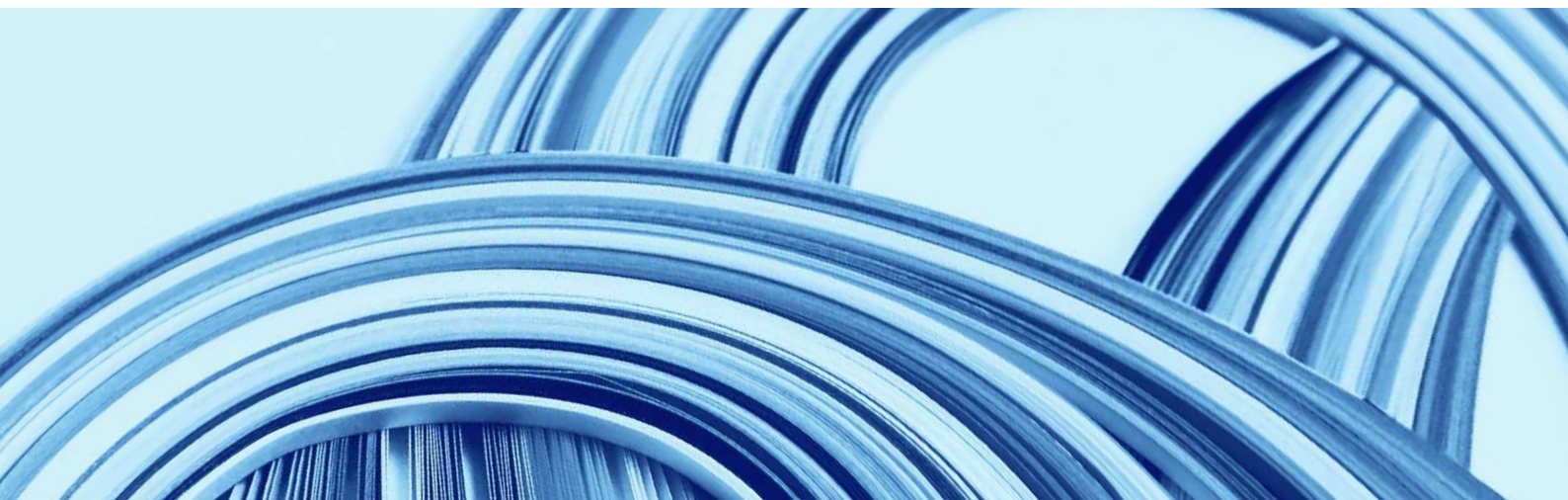


Information about program confirmation

Planning your program and how to get the most out of it



As a result of the Initial Core Skills Analysis (ICSA) you will have a recommended program. The program is a guide only and you have input into how much time your program will take and what learning units you will complete.

What can be changed?

- The amount of time spent in the program can be increased or decreased by one term as long as that time is within the minimum and maximum program times.
- Learning units that are not core can be changed to those that you think will be most valuable to you. If you add one term to your time, you will need to add the equivalent of required learning units. If you reduce your program time you will need to remove some of your learning units.

You can start the core units in your first term then have a discussion with a medical educator from the training organisation (TO) at the end of your first term about your program to finalise your program time and units. Take into consideration all the information available to decide what is the best program for you.

What cannot be changed?

- There are limits to the program time. The minimum time in the program is two terms and the maximum is five terms. The educational program is done full time – there are no provisions for part-time study, but you may work full time or part time in practice during your program.
- The core units need to be completed by all participants and cannot be changed.
- Five learning units need to be completed each term.

- Assessments all need to be completed. The number of assessments you complete each term will vary with the length of your program.

What should I think about when deciding on my program?

There are many factors to consider in making your decision about what is the best program for you, including the following:

- What is the feedback from my assessments about my performance (ICSA, workplace-based assessment [WBA], learning units)? Am I at the level expected to sit the Fellowship exams or has my TO suggested that I need extra time?
- What are the best learning units for me to complete in terms of my strengths, weaknesses, personal interests and practice needs?
- What is the advice from my medical educator mentor and TO regarding my program?
- How will changing my program time affect my exam eligibility?
- Are there any other consequences if I change my program time on my exams? In particular, what will be the effect if I decrease my program time and am not successful in the exams?
- What are the costs? Consider the cost of increasing/ decreasing program time and the possible costs if you leave the program early but wish to re-join later.
- Is there any effect on my provider number?

Are there any other things I should think about when planning my program?

As well as your program time and units, other considerations while you are in the program include the following:

- **The type of work you do (your scope of practice)** – the best preparation for achieving Fellowship is to work in comprehensive practice with exposure to a wide variety of patients and conditions. Narrow scope of practice reduces your ability to learn the breadth of practice that will be tested in the Fellowship exams. In addition, many of the activities in the learning units are based on work in comprehensive general practice; limited scope of practice may make it difficult to complete some of them.
- **The time commitment and hours worked** – you can work part time or full time, but the learning program is full time. Too little clinical work reduces your chance to apply what you learn and to prepare for the exams, but too many work hours will affect your ability to study.
- **Spreading the workload** – try to keep up to date with the program requirements, which means completing five learning units per term as well as the assessments. It is fine to do extra learning units, but you need to complete the minimum.
- **Your previous experience with training programs, eg Australian General Practice Training (AGPT) or overseas training** – the Practice Experience Program (PEP) is different to some other programs in being largely self-directed and online, which may be unfamiliar for you. Some tips about online learning and reflective practice can be found in the online module. The assessments may also follow a format that is new to you.
- **Your expectations of the program** – gaining a Fellowship is about being a competent general practitioner (GP) able to practise anywhere in Australia. What you get out of a program depends on what you put in. There are some exam resources in the program, and it might provide some feedback about how you are tracking in terms of the standard expected in the exam, but it is not exclusively an exam preparation program. In addition, completing a program does not mean that you will automatically pass the exams – it will still depend on you having the required skills and knowledge to pass the exams.
- **The types of support available** – this will be largely through contact with medical educators and mentors in your TO. Some will be direct and some online; there may also be the opportunity to be part of a peer support group. Whether you engage in online groups that are optional is up to you and depends on personal preferences – some people find these helpful while others do not. Extra support in the form of remediation may be recommended by your TO but this is optional and

includes an extra cost. Lastly, you may be able to access other support such as through a peer or colleague.

- **The consequences of not completing the program** – completing the program involves reaching a certain standard. Not doing this can impact your ability to access a provider number after the program. Being able to continue to work in practice helps in passing the exam. Not working in practice can also affect your exam eligibility in terms of your general practice time. In addition, if you do not complete the program but wish to re-enrol in the future, you will no longer be eligible for a government co-funded placement and will need to pay the full cost of your program.

Tips

- Explore what support and educational activities are available to you while in the program.
- Think about what you want to get out of the program and talk to others about how you will achieve this.
- Plan your program from the start – think about what you need to do and make sure you allow time to complete all the components.

Finalising your program

During your first term, you will be able to confirm your program plan in terms of time and units to complete.

You should discuss your progress and talk about your program with your medical educator from your TO.

As you need information from your assessments in making this decision, you should wait for WBAs for the term to be completed before finalising your program. You will also need to finalise your program before the last month of the term to allow any changes to be processed and for you to be enrolled in the relevant units.

When deciding on either increasing or decreasing your program, you should consider the benefit of adding or removing the learning units that you will choose. Think carefully about your current clinical level and the level you will be expected to be performing at the time of sitting your Fellowship exams.

We strongly recommend you refer to all the resources you have available (eg your ICSA results, learning plan and the results of the WBA) and discuss with your medical educator to make an informed decision.

Once a decision has been made, you will need to communicate this in writing by filling out the **'Program confirmation form'** on the PEP portal. The form needs to be submitted **at the latest** by 20 business days after the start of Term 2.

Disclaimer

The information set out in this publication is current at the date of first publication and is intended for use as a guide of a general nature only and may or may not be relevant to particular patients or circumstances. The RACGP and its employees and agents have no liability (including for negligence) to any users of the information contained in this publication.

© The Royal Australian College of General Practitioners 2020

This resource is provided under licence by the RACGP. Full terms are available at www.racgp.org.au/usage/licence

We acknowledge the Traditional Custodians of the lands and seas on which we work and live, and pay our respects to Elders, past, present and future.