

RACGP Special Training Environment Exemption Application Form

Introduction and instructions

Regional Training Organisations should use this form to apply for exemption to the RACGP Standards for General Practice Training requirement that registrars spend a minimum of 12 months in comprehensive general practice. Exemption may be requested for ADF registrars or Rural Generalist registrars .

This form should be completed and sent to adf@racgp.org.au.

PART A: Training Environment Details

Scope of Practice

This section should indicate the knowledge, skills and experience, which are essential for the effective and competent performance in this post. It should provide evidence of whole person, comprehensive, coordinated and continued medical care for individuals, families and communities.

Hours of Work (including on call / call back requirements):

How many hours per week does the registrar work?

Across how many days are these hours undertaken?

Does the registrar work on-call? Yes No

What kind of practice is the registrar working in when on-call (anaesthetics, obstetrics, emergency etc.)

What support is available when the registrar is on-call? (i.e. phone, onsite supervisor)

Specific reference should be made to the following core competency areas:

1. Qualifications/ experience of Registrar

Specify what knowledge, skills and experience and postgraduate training the Registrar is required to have for this position. For example, beyond usual general practice competency, evidence of training, recent practice and skill in intra-partum care or anaesthetics.

2. Clinical (diagnostic and therapeutic skill)

Describe the range of clinical situations and population groups (including children) that the Registrar would, in normal circumstances, be expected to deal with proficiently within the position.

List the technical procedures that the Registrar is expected to perform competently.

Add any other clinical task/s that the doctor may be required to undertake

3. Continuity of care

Describe the processes for patient follow-up, and whether the registrar personally and proactively delivers this follow-up care. Do registrars see individual patients over time and manage their health needs comprehensively?

4. Coordination and clinical teamwork

Describe the clinical team framework and describe how the registrar interacts with internal and external clinical teams to provide integrated patient care.

Indicate whether the registrar is expected to supervise/teach/mentor medical students, other doctors, nursing, allied health and/or administrative staff.

5. Other requirements

Indicate any relevant legislative, policy/protocol requirements that, in addition to the core competency standards, the registrar is expected to comply with as they relate to:

- The supervision and teaching requirements as set out by the RTO and the RACGP
- The Area Health Service's Performance Management Policy
- Occupational, health and safety requirements as an employee
- The Area's Code of Conduct
- Medical indemnity.
- Provider Number
- Accreditation in any other specialities worked in, such as obstetrics or anaesthetics.

6. Any other information

Provide any other information that you think would help others in understanding the nature and scope of the position.

For instance, the Registrar may be required to provide reports for workers' compensation cases, solicitors and insurance companies; to perform home visits; to attend nursing home patients and other aged care facilities, etc.

Local context:

This section intends to provide the wider context where the position is located. It will assist the RACGP in gaining a clearer understanding of the overall context of the position.

1. Describe the role and objectives of the health facility

Specify what knowledge, skills and experience and postgraduate training the Registrar is required to have for this position. For example, beyond usual general practice competency, evidence of training, recent practice and skill in intra-partum care or anaesthetics.

Describe the context of the health facility i.e., rurality, including MMM classification:

Describe the population demographics of that the health facility services:

- Cultural and linguistic diversity
- Aboriginal and Torres Strait Islander
- Occupational, health and safety requirements as an employee
- Aged care
- Paediatrics
- Men's and women's health
- People with chronic disabilities

Describe the hours of service:

- After hours arrangements

Describe the range of available services such as:

- Radiology / Radiography - indicate what reporting services are available onsite and what the hours of service are for each. Also indicate what offsite imaging services, if any, must be used and what their availability is.
- Pathology / technician - indicate what reporting service is available onsite and what the hours of service are for each.
- Pharmacy
- Dental
- Allied health
- Mental health services
- Hospital facilities including visiting practitioners, consultants' fields of expertise i.e. the spectrum of work undertaken at the hospital, consultants available locally or visiting, even if not directly related to the identified position.
- Public health services
- Health surveillance
- Occupational medicine
- Preventive health programs
- Military operations supports

2. Indicate the name of the usual networked referral hospital.

Indicate the time it would normally take to transfer a patient to the usual referral hospital and the nature of that transport.

Indicate whether the doctor will take part in an after-hours GP or other rosters and at what level of responsibility. Outline the onsite staffing of the facility after hours.

Describe the facility's retrieval arrangements.

Provide details of the nearest referral hospital, including contact details, type of available specialist, distance from facility and services offered such as MRI, CAT.

PART B: Health Facility Details

Health Facility Details

Operation hours:

List the types of non GP health professionals at the practice

Current number of staff:

Is the practice accredited under the RACGP minimum practice standards? Yes No

Who does the Registrar report to?

Who is employing the Registrar?

Does the practice have medical and student of other health professions, junior doctors etc.? Yes No

PART C: Practice Patient demographics template

Practice Demographics

Age group years	BEACH percentage	Percent of Practice patients
0 – 4	7.1%	
5 – 14	6.5%	
15 – 24	9.3%	
25 – 44	23.4%	
45 – 64	27.5%	
65 – 74	12.5%	
Over 75	13.7%	

Gender	BEACH percentage	Percent of Practice patients
Male	43%	
Female	57%	

PART D: Consultation analysis template

Practice Demographics

ICPC Chapter heading	BEACH percentage	Percent of Practice patients
General	24.4%	
Blood	0.8%	
Digestive	6.6%	
Eye	1.8%	
Ear	2.6%	
Cardiocascular	7.0%	
Musculoskeletal	11.1%	
Neurologocal	3.4%	
Psychological	5.1%	
Respiratory	13.8%	
Skin	10.4%	
Endocrine	4.1%	
Urological	1.7%	
Pregnancy	2.3%	
Female genital	3.3%	

ICPC Chapter heading	BEACH percentage	Percent of Practice patients
Male genital	0.8%	
Social	0.7%	

Consultation audit 1 week

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