

Summary report on an overseas extended skills training term

Registrar name

Name of post

Country

Dates of extended skills training term

Regional Training Organisation

Introduction

Extended skills post

An application form must have been completed prospectively by GP registrars seeking to undertake an overseas extended skills post. All posts must be prospectively approved by the RACGP ADF Censor. The aim of the extended skills term is to allow the GP registrar to further his/her knowledge and/or skills in an area of interest or development.

An extended skills term is a six months full time position, although part time can be arranged. Approval of an overseas extended skills post consists of two areas:

1. Demonstrating that the nominated post has been approved to take registrars, eg. for a hospital or a general practice, that it is accredited by the relevant specialist College or medical training program in that country.
2. Sending the completed application form with the generic learning plan to the RACGP.

Summary report

Within three months of completion of the post the registrar must provide a report on the template provided in this form on the experience and learning opportunities undertaken. The report is to be signed by the registrar, the training supervisors and the representative of the regional training organisation.

To be accepted as part of training, all documentation must be submitted to the RACGP ADF Censor for consideration and approval.

Contact details

RACGP National office

Overseas post accreditation – Education Unit
RACGP College House
100 Wellington Parade
East Melbourne VIC 3002
Tel **03 8699 0577**
Email ospost@racgp.org.au

Privacy statement

The details you have supplied will be used in the following manner:

- By The Royal Australian College of General Practitioners (RACGP) to assess your application, and in monitoring and evaluating the RACGP's processes and its outcomes.
- Your details will be sent to the Regional Training Organisation (RTO) responsible for the registrar's training when appropriate.
- At the discretion of the RACGP information may be accessed by researchers as part of the college evaluation processes.

The College's privacy policy may be accessed at its website racgp.org.au

Your mailing address may be used by the College for the dissemination of circulars and promotional material incidental to its further education programs. If you do not wish to receive such material please tick here.

Summary report template

Registrar details

Name

Address

State

Postcode

Telephone

Email

Post details

Extended skills

Name of post

Address of post

State

Postcode

Telephone

Email

Dates of training term

Onsite supervisor details

Name of supervisor

Qualifications

Postal address

State

Postcode

Telephone

Email

GP supervisor details

Name of supervisor

Qualifications

Postal address

State

Postcode

Telephone

Email

Registrar report

Please report fully on the details of the training post under each of the following headings.

1. Title

2. Background

3. Post description

3.1 Roles and responsibilities undertaken

3.2 Facilities (including services)

3.3 Medical role, eg Military or other

3.4 Working hours

3.5 Accommodation

3.6 Special interest areas

3.7 Patient population demographics

3.8 Teaching and learning opportunities

3.9 Other learning undertaken

Registrar’s report on learning plan

Note: The registrar is required to report against the learning plan submitted with the original extended skills application to detail that all objectives have been met using the following template.

Name of registrar

Name of post

Country

Dates of training term

Learning objective	Priority	Medium	High
Need / goal			
How identified			
Aims and objectives			
Strategies for learning			
Evidence / evaluation			
Detail how the learning objectives were met during the term			

Learning objective	Priority	Medium	High
Need / goal			
How identified			
Aims and objectives			
Strategies for learning			
Evidence / evaluation			
Detail how the learning objectives were met during the term			

Learning objective	Priority	Medium	High
Need / goal			
How identified			
Aims and objectives			
Strategies for learning			
Evidence / evaluation			
Detail how the learning objectives were met during the term			

Learning objective	Priority	Medium	High
Need / goal			
How identified			
Aims and objectives			
Strategies for learning			
Evidence / evaluation			
Detail how the learning objectives were met during the term			

Learning objective	Priority	Medium	High
Need / goal			
How identified			
Aims and objectives			
Strategies for learning			
Evidence / evaluation			
Detail how the learning objectives were met during the term			

Signed

Date

Registrar's signature

I confirm that this is a true and accurate record of my overseas extended skills term.

Signature of registrar

Date

Name

Confirmation of summary report

(to be completed at the end of the placement)

I confirm that this is a true and accurate record of the registrar's overseas extended skills term.

Signature of onsite / specialist supervisor

Date

Name

Signature of other (GP) supervisor

Date

Name

Signature of responsible officer, regional training organisation

Date

Comments