

# JCCA Training regulations

These regulations apply to all registrars registered with the Joint Consultative Committee on Anaesthesia (JCCA) for general practitioner (GP) anaesthesia training.

Registrars undertaking this training are known as general practice registrars (GP registrars) or JCCA registrars.

## 1. Training requirements

The training of a rural GP providing anaesthesia services to the standard of the training curriculum consists of the following: The registrar is to apply prospectively for enrolment in training to the JCCA Secretariat using the enrolment form.

- » Completion of 12 months full-time equivalent (FT) training time in a JCCA accredited post.
- » JCCA registrars must participate in four days (FT) of in-hours clinical experience per week, as well as pro rata out of hours emergency experience.
- » It is strongly recommended that three (3) months (FT) of this 12-month period be spent in in-hours duties in an Intensive Care Unit or a rural anaesthesia practice working with a JCCA accredited anaesthetist.
- » A GP mentor/supervisor is to be appointed by the hospital. This is to be a currently practising GP providing anaesthesia services who can provide a mentoring role for the JCCA registrar within the rural context.
- » A satisfactory report from the specialist and GP supervisors (summative assessment). This report is essential before a registrar can present for the examination.
- » Keeping a log book of his or her experience, including all clinical cases.
- » Three case studies (or alternative – see Items B and C under Assessment/ Components of formal assessment of the curriculum) must be presented to the supervisors before the registrar is eligible to sit the examination.
- » Satisfactory completion of one of the recommended emergency medicine courses (or secure positions in future courses. In this latter situation, the certificate of satisfactory completion of the course is to be supplied to the JCCA when the course is completed).
- » A satisfactory performance in the formal assessment examination. Candidates must pass all subject areas to successfully complete the examination. At this examination the candidate will be endorsed (or otherwise) in his or her future clinical practice in the following areas by the examiners:
  - The minimum age for paediatric anaesthesia
  - Epidural blocks for analgesia in obstetrics.

An exception to this is that if epidurals experience is not able to be acquired during the training year this will be noted in the letter confirming completion of training. The JCCA will consider confirmation of epidural skills following a period of upskilling and submission of documentation.

- » The examination must be conducted by a designated specialist supervisor and a designated GP supervisor either an accredited hospital or at a central examination location. If a GP supervisor is not available, the examination can be conducted by two FANZCA specialists.
- » The topics examined in the examination are selected from the list of topics to be covered during training as set out in the curriculum.
- » A total of six weeks leave for all purposes (eg annual leave, sick leave, study leave, examination leave, parental leave) may be taken during the 12 months GP anaesthesia training.

## 2. Interrupted training

- » Training time must be at least for one continuous year full time, interrupted only by normal holiday or short-term special leave (eg study or conference leave) as stated above. Any period of leave longer than normal that may affect training is considered interrupted training.
- » Training can be undertaken in two six month blocks, which must be no more than six months apart. If registrars wish to split their training time in this way, prior approval must be sought from the JCCA.
- » If the two six month blocks are more than six months apart, then one extra month must be added to the second six-month period for every month in excess of the six month gap in training.
- » Interrupted training can take place in two different hospitals subject to agreement between the registrar and the hospitals. In such a case the training supervisors' report is to be completed for the first six months. This will be forwarded to the second hospital for information. Moderation of the case studies can be done by either hospital. The examination will be carried out following conclusion of training by the second hospital.

## 3. Part time training

- » Training can be undertaken on a part-time basis. Part time training must result in the same total training time and clinical training experience as required for registrars undertaking training full time.
- » Each application for part time training is considered on an individual basis following prospective application to the JCCA.
- » Part time training requires a commitment to both in-hours and out-of-hours duties. These duties must be assigned on a pro rata basis and must comprise a minimum of 50% of the commitment of a registrar undertaking training full time.
- » Part time training for a period longer than two years will not be approved.

## 4. Overseas training

A registrar wishing to undertake overseas training should apply to the JCCA prospectively supplying full details on the prospective post and confirmation from the regional training organisation that the training is supported and there is an approved learning plan. Accreditation by the local training college will be considered favourably.

If the training is approved the registrar should bring back evidence of a satisfactory summative assessment from the supervisors of the post. On return to Australia, the JCCA requires the registrar to undertake two weeks or 10 working days' assessment/retraining at a JCCA accredited training hospital, preferably in the area of the registrar's proposed future career. Subject to a satisfactory training report, the registrar will then undertake the formal examination of the JCCA.

There is no guarantee that the training will be approved following completion as it depends on the Australian assessment and the examination result. In the event of being requested to comment on suitability of a doctor for accreditation in rural GP anaesthesia, the JCCA will use its curriculum and processes in making such determination.

## 5. Application for the examination

- » Applicants for the examination must be registered with the JCCA as registrars.
- » The training supervisors must certify on the official form that the registrar is ready to sit for the examination, confirming that all training and time requirements have been met, eg completion of required training time, log book of clinical training, case studies and successful completion of required courses.
- » In cases where a registrar has previously been unsuccessful at the JCCA's examination, the training supervisor/s must take this into account before confirming that the registrar is ready to sit for the examination. It should be noted that details of previous training and examination reports will be provided for the training supervisors at the commencement of a registrar's training in order that any deficiencies can be addressed during the training period prior to examination.
- » It is recommended that the registrar sit for the examination during the last month of training. However, the examination can be undertaken earlier if the supervisors are in agreement.
- » The JCCA may decline to accept any application.

## 6. Withdrawal from examination

- » A candidate may withdraw his/her application in writing before the date of the examination.
- » A candidate may withdraw on medical or compassionate grounds before the examination, or if he/she does not present for examination. He/she must submit a written notice and provide evidence of cause within seven days of the examination. A new arrangement should then be made with the training supervisors for an alternative examination date.
- » The training supervisors/JCCA may withdraw a candidate from an examination who:
  - is considered by agreement between the two supervisors to have not achieved the standard required of a GP able to practise GP anaesthesia independently in a rural location and therefore is not ready to sit for the JCCA's examination.
  - infringes any relevant regulation
  - displays behaviour prejudicial to the conduct of the examination.

## 7. Successful completion of examinations

- » The confidential exam report is forwarded to the JCCA with the training report by the training supervisors with a recommendation.
- » Exam reports are considered by the JCCA at its next scheduled meeting. Meetings are usually held in February, July and November of each year. Reports can be considered between meetings if there is an employment requirement from registrar/s. A request is to be made in writing to the JCCA Secretariat in these cases.
- » Candidates will be issued with the following statement by the JCCA if they have successfully completed the examination and all requirements of training as set out in the curriculum –

**‘This is to certify that Dr <name> has completed 12 months training in Anaesthetics as per the requirements of the Curriculum for general practitioner anaesthesia.**

**Dr <name> is therefore recommended as a proceduralist with advanced skills in general practitioner anaesthesia who can provide GP anaesthesia services with regards to the scope of practice outlined in the curriculum’.**

## 8. Approved anaesthesia departments for JCCA training

- » An approved (anaesthesia) department is one which has been accredited by the JCCA (and/or ANZCA) to provide general practitioner training in anaesthesia. Such accreditation requires a review that has been accepted by the JCCA or ANZCA Council. Departments which are accredited for ANZCA training can be accredited for JCCA training following discussion and agreement between the training supervisor/s and the JCCA that all requirements of the GP anaesthesia training are understood and will be adhered to during the 12 months’ training.
- » Supervisors in approved departments also refer to the requirements outlined in the ANZCA Professional Document TE3 Policy on Supervision of Clinical Experience for Trainees in Anaesthesia when providing supervision and clinical training experience for the JCCA registrars both in-hours and out-of-hours.
- » Approved departments must appoint registrars to posts for a continuous period of at least three months (fulltime equivalent).
- » There must be one specialist supervisor and one general practitioner supervisor for the registrar appointed to each approved department. The general practitioner supervisor is appointed by the hospital.
- » There must be a weekly formal teaching program in the approved department.
- » Consideration of short term rural outplacements attached to the training hospital will be considered by the JCCA upon application by the hospital.

## 9. JCCA decisions

- » Any decision, approval, consent, or the exercise of any discretion by the JCCA under these regulations will be considered on a case-by-case basis, having regard to the particular circumstances of each case.
- » Notwithstanding these regulations and their sections, the JCCA may exercise or dispense other decisions in extraordinary circumstances.
- » Any such decision, approval, consent or exercise of discretion will not be binding on any other or future decisions or set any precedent for other or future decisions regarding these regulations.

## 10. Privacy considerations

### Declaration

- » The information provided to the JCCA by a registrar and/or training hospital is subject to privacy legislation and will not be used for any purpose other than liaison between the registrar, training hospital, regional training organisation and ANZCA, the RACGP and ACRRM as required to ensure that training is completed appropriately.
- » Training and examination reports are confidential to the JCCA and are not provided to any outside person or organisation other than as mentioned in the previous point.

## 11. Changes to the regulations

- » These regulations can be changed by agreement between the three Colleges participating in the JCCA.

## References and websites

- » ANZCA PS1 (2010) - Recommendations on essential training for rural general practitioners in Australia proposing to administer anaesthesia — [www.anzca.edu.au](http://www.anzca.edu.au)
- » Curriculum Statement in Anaesthesia for Advanced Rural Skills and Advanced Specialised Training — Fourth Edition 2010 — [www.racgp.org.au/jcca](http://www.racgp.org.au/jcca)

## Communications

All enquiries, applications, and communications regarding these regulations can be addressed to

Email: [jcc@racgp.org.au](mailto:jcc@racgp.org.au) or

Post to: **JCCA Secretariat, 100 Wellington Parade, East Melbourne VIC 3002**

For more information call **03 8699 0577** or email [jcc@racgp.org.au](mailto:jcc@racgp.org.au)