



## Member Parental Leave Policy

### 1. Purpose

This policy outlines the eligibility criteria and application process for a membership waiver for RACGP members on the grounds of parental leave.

### 2. Scope

This policy applies to members of the RACGP under the following Membership categories:

- Full fee
- Concession fee
- Senior

This policy does not apply to categories not listed above.

Medical Practitioners in any of our pre-fellowship programs must refer to [RACGP Training Program Leave Policy or Practice Experience Program – Specialist Stream Leave Policy](#).

### 3. Policy Content

#### 3.1 Eligibility

Eligible members are those who:

1. intend to be on parental or carer's leave for a period of at least 6 months, during which they will not be practising;
2. hold an Australian medical registration; and
3. reside in Australia

#### 3.2 Request for leave

RACGP members will need to apply for the membership fee waiver using the prescribed [Member Parental Leave Application Form](#) in line with the Application Process.

Subject to complying with clause 3.3 below, membership fees will be waived from the date RACGP receives the application.

#### 3.3 Supportive Documentation

Eligible members must provide one of the following documents to support the parental leave request:

- Certificate from a medical practitioner or appropriate government authority
- A valid birth certificate of the child being cared for.
- Foster/adoption papers
- Permanent care orders



## 3.4 Membership

Approved RACGP Members are entitled to a 6-months waiver of membership fees. Upon returning from leave, any existing credits in the account will be automatically applied towards membership fees.

If a RACGP member chooses to return to work before the 6 months leave period, a pro-rata membership fees may apply. Requests need to be sent by email to [membership@racgp.org.au](mailto:membership@racgp.org.au)

## 3.5 Conditions

Members granted a fee waiver in their membership per this policy will have full access to membership benefits, including:

- The college CPD learning platform or face to face education.
- College member communications
- The GP Support Program
- Vote in college elections.
- Conference member rates
- Member benefits, including the GP support program.
- Sit on any faculty, council or specific interest group.

Continuity of membership, for lifetime membership, will not be affected.

After the parental leave period, full or concession fees will apply per the current RACGP membership criteria.

The Medical Board of Australia (MBA) sets regulations around exemptions or variations to CPD. RACGP members must apply for CPD exemptions or variations as per the [CPD exemption or variation policy](#).

## 5. Amendment of this policy

The Chief Executive Officer (CEO) or delegate may make Minor Amendments to this policy at any time without the consent of the RACGP Board.

If the CEO or delegate makes amendments, they must advise the RACGP Board of those amendments as soon as practicable.

The RACGP Board may make amendments to this policy at any time.



## 6. Responsibilities

6.1 CEO (or delegate)	Responsible for: Approving Minor Amendments
6.2 Board	Responsible for: Approving Amendments
6.3 RACGP	Responsible for: Assessing and approving requests, where appropriate Notifying the member of the outcome of the application
6.4 RACGP Members	Responsible for: Applying for parental leave membership fee waiver within a reasonable period. Applying for CPD exemption or variation.

## 7. Glossary

7.1 Member	means a Member defined in clause 108(a)(xx) of the RACGP Constitution
7.2 Minor Amendment	An amendment to style, to correct grammatical mistakes, to change overall formatting, to make updates which do not materially change meaning, or any other amendment, which in the opinion of the <i>Chief Member Experience</i> , does not materially alter the operation of the policy.

## 8. Related Documents, Legislation and Policies

[RACGP Constitution](#)

[RACGP Training Program Leave Policy](#)

[Practice Experience Program – Specialist Stream Leave Policy](#)  
<https://www.racgp.org.au/education/registrars/fellowship-pathways/policy-framework/training-program-policies/leave-policy>

[CPD exemption or variation Policy](#)

**Compliance**

[PEP – Standard Stream Leave and Extensions Policy](#)

[PEP – Specialist Stream Leave Policy](#)

**Guidance**

[GP in Training Membership Guidance Document](#)

[AGPT Registrar Training handbook](#)

[FSP Registrar handbook](#)



## 9. Policy Review and Currency

This policy will be reviewed every three calendar years from the last approval date or when its intent significantly changes. Notwithstanding being overdue for review, this policy remains valid and applicable.

### Version History

<b>Release Notice</b>			
<b>Version</b>	<b>Date of effect</b>	<b>Amendment details</b>	<b>Amended by</b>
1.0	01/10/2024	Initial release	
Policy owner:	RACGP CEO		
Approved by:	RACGP CEO as delegate by the board on 06/06/24	Approved on:	01/10/24
Next Review Due:	10/2027		