

RACGPAGPT

Australian Defence Force Registrars Guide

AGPT Program



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Overview

The RACGP recognises that your training experience as an ADF registrar enrolled in the AGPT program is unique and that flexibility is critical to your success.

This guide has been developed so you can easily identify the specificities and points of difference that are relevant to ADF registrars. This guide must be read in conjunction with the <u>AGPT Registrar Training Handbook</u>, which outlines the requirements common to all AGPT registrars.

Useful contacts

Regional ADF team

While we trust that you will find this guide useful, we also encourage you to contact your RACGP regional ADF team for any question you may have during your training. Your regional ADF team is comprised of a Training Coordinator (TC) and Medical Educator (ME), who can support you and provide tailored advice in many areas, including:

- orientation,
- · mentorship,
- · training planning,
- · transfer management, and
- recognition of deployments, exercises, and courses as training time.

Region	Contact	
Lower Eastern NSW		
North Eastern NSW	Lily.Thomas@racgp.org.au	
Western NSW and ACT		
North Western Queensland	Qld.gptop.nq@racgp.org.au	
South Eastern Queensland	Qld.trainingsupport@racgp.org,au	
Northern Territory	Caitlyn.Mansfield@racgp.org.au	
South Australia	Deepthi.lsaac@racgp.org.au	
Victoria	Amy.Donald@racgp.org.au	
Western Australia	Jamie.Nelson@racgp.org.au	
Tasmania	Joanne.Folder@racgp.org.au	

National team and accreditation

Email: ADF@racgp.org.au



Training program requirements

Education and training

Training terms

The AGPT program is comprised of

- hospital training (52 weeks, FTE)
- core vocational training
 - o general practice placements (GPT1, 2 and 3)
 - o extended skills or additional rural skills training (Figure 1).

The two years of core vocational training are broken down into four terms, each lasting 26 weeks (FTE):

- three general practice terms (GPT1, 2 and 3), and
- one extended skills training (EST) term.

While on the program, you must meet the same program requirements as non-ADF registrars, as per the <u>Training Program Requirements Policy</u>.

Figure1 shows the pathway to RACGP Fellowship for ADF registrars on the AGPT Program.

The AGPT Program



^{*} GPT1 and GPT2 must be completed in RACGP-accredited civilian general practices

Figure 1: AGPT Program for ADF registrars

[^] GPT3 and EST Term may be completed in Special Training Environments



Special Training Environments

ADF Garrison Health Centres

After completing GPT1 and GPT2 in a comprehensive civilian general practice, registrars may complete GPT3 and/or the EST Term in an ADF Garrison Health Centre. These environments present excellent training opportunities but offer limited case mix and different operational arrangements. Garrison Health Centres do not meet the RACGP training requirements for comprehensive Australian general practice, and are accredited for GP training as Special Training Environments (STE).

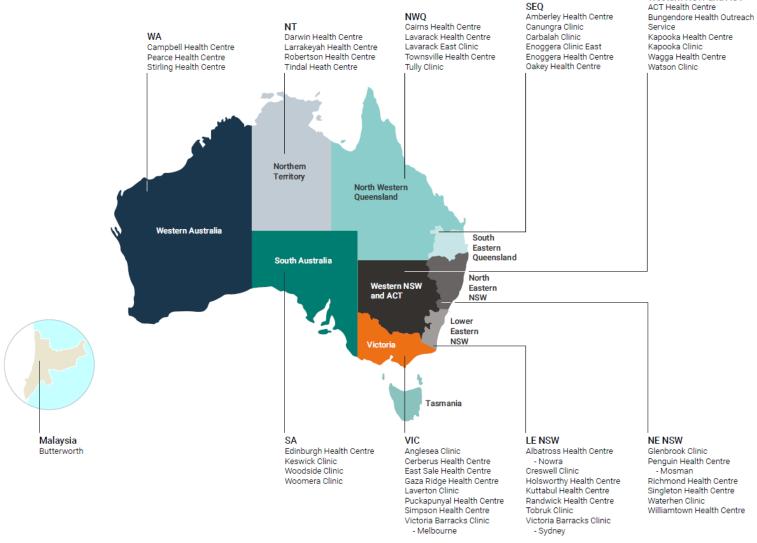
Not all locations are currently accredited for training. For more information about the accreditation process for ADF Garrison Health Centres as STE, and to access relevant site and supervisor accreditation application forms, please visit Accreditation of placements for ADF registrars.

Up to a total of 12 months (FTE) training in an STE may be counted towards your training time.

Any placement in an STE must be approved by the relevant Censor before you start the placement. To seek approval, please discuss with your TC, who will liaise with the National Lead Medical Educator - ADF as required.

If an external clinical teaching (ECT) visit is required at your Garrison Health Centre, you may be required to organise an escort for your training advisor or ECT visitor. Your local TC will contact you if this is the case.

Figure 2 provides an overview of all ADF Garrison Health Centres nationally.



Note: As Butterworth is located outside Australia, it is not accredited as an STE. Placements at this location must approved via an ADF overseas extended skills training placement application and guide.

Western NSW and ACT

Figure 2: Garrison Health Centres

Hospital training

You must complete 52 weeks (FTE) of training in a hospital before you can start your core vocational training, and you must meet the same hospital training requirements as non-ADF registrars as detailed in the <u>AGPT Registrar Training</u> Handbook. Hospital training gives you valuable experience in a range of clinical disciplines relevant to general practice.

Planning your hospital training

It is your responsibility to make placement arrangements for the hospital year and to notify your regional ADF team of the hospital term(s) you plan to complete.

We strongly recommend that you focus on gaining paediatric, adolescent, antenatal, geriatric, chronic disease and multimorbidity experiences where possible, as these clinical exposures will be limited in further stages of training due to your ADF commitments.

Interstate posting orders and officer training at the end of the hospital year can put the completion of your hospital training year at risk. Please liaise with your service and with your regional ADF team if you have any concerns.

Core vocational training

General practice terms

As part of your core vocational training, you must complete three general practice training terms: GPT1, 2 and 3.

• **GPT1 and GPT2** (12 months FTE in total) must be completed in a civilian general practice that meets the RACGP Standards for general practice training and is not a classified as a Special Training Environment. This is to ensure you gain experience to the full depth and breadth of general practice. As with the hospital training, we strongly recommend that you focus on gaining paediatric, adolescent, antenatal, geriatric, chronic disease and multimorbidity experiences where possible, as these clinical exposures will be limited in further stages of training due to your ADF commitments.

Please note that terms undertaken in civilian general practice must meet the minimum part-time training requirements below:

Part-time training is defined as at least 14.5 hours over a minimum of two days per week, of which at least 10.5 hours is face-to-face, rostered, patient consultation time, undertaking general practice activities. Work periods of less than three consecutive hours, or of less than 4 calendar weeks in any one practice will not be considered.

• **GPT3** (six months FTE) may be undertaken as a composite term with placements in both a civilian general practice and/or at Garrison Health Centres accredited as STE.

To maintain skills in civilian general practice, an exemption to the part time training requirements may be applied for registrars undertaking GPT3 at a Garrison Health Centre and a civilian general practice concurrently. Permission from the ADF service and a valid secondment agreement is required.



Civilian general practice placements

Navy and Army Registrars who are confirmed as full-time employee by the ADF will be recorded by the RACGP as full-time for training purposes (i.e. 38 hours per week).

You must meet the same training and educational requirements as non-ADF registrars while completing your civilian placements, however there are a few points of difference:

- While you complete your civilian placement, you are not employed by the practice. You remain a full-time employee of your ADF service branch (Army, Navy, or Air Force) and must receive acknowledgement from your ADF service that they agree to your civilian placement.
- A secondment agreement must exist between you, the practice and the ADF service. The secondment
 agreement will outline the pay recovery arrangement, as well as the responsibilities and expectations to be met
 by you, the practice and the ADF. This involves the practice making a payment in line with the <u>National Terms</u>
 and <u>Conditions for the Employment of Registrars</u> (NTCER) to the ADF for the standard hours you worked at the
 practice. The secondment agreement must be in place before the civilian placement starts.
- Ordinary working hours for an ADF registrar are set as below, and include consultation hours, administration, inpractice and out-of-practice teaching hours:
 - Navy and Army: 37.5 hours per week, Monday to Friday, from 7.00am to 8.00pm.
 - Air Force: 38 hours per week, Monday to Friday, from 7.00am to 8.00pm.
- Work that you complete outside of your usual ADF hours is payable to you by the practice. This requires written
 permission from your ADF service (i.e. via an approved 'AE107 Request to undertake civilian employment or
 voluntary activities in off duty hours'). A separate employment contract for this additional work must also be
 arranged between you and the practice, and must comply with the NTCER.
- ADF registrars do not receive additional payment or percentages of billings for work undertaken during ordinary working hours.
- At the end of each month in civilian practice, you and the practice manager must complete a placement record
 to allow the ADF service to raise an invoice to the practice for cost recovery. This will be in alignment with the
 NTCER rates of pay.
- Civilian practices do not pay sick leave, annual leave, or superannuation to ADF registrars. Cost recovery does
 not occur while the registrar is away from the practice completing compulsory RACGP training (e.g. workshops)
 or approved study leave.
- The training location requirements and commitments applicable to non-ADF registrars are met for ADF registrars by their contribution to the Garrison Health service provision.
- The practice diversity requirement (commonly known as the 2-practice requirement) is met by ADF registrars working in a Garrison Health Centre in conjunction with their civilian placement this means that a single civilian practice can support a registrar throughout training if all parties agree.
- ADF registrars may be placed directly by their RACGP regions, and do not contribute to practice placement distribution training caps, as per the Placement Process – Guide for practices.



Contacts for secondment agreements				
Navy	Directorate of Navy Health dnh.correspondence@defence.gov.au			
Air Force	Headquarters Health Services Wing, Clinical Governance and Assurance Cell ambhqhsw.clingov@defence.gov.au			
Army	Directorate of Army Health <u>army.health@defence.gov.au</u>			

Extended skills training term

As part of your core vocational training, you must complete one term (six months FTE) of extended skills training (EST). The aim of the EST term is to give you an opportunity to further your knowledge and skills in an area of specific interest or in need of development.

You may undertake up to six months (FTE) of EST in a Garrison Health Centre provided it has received STE accreditation.

To maintain skills in civilian general practice, an exemption to the part time training requirements may be applied for registrars undertaking an EST composite term at a Garrison Health Centre and a civilian general practice concurrently. Permission from the ADF service and a valid secondment agreement is required.

ADF activities recognised as GP and/or EST training time

As you progress through your core vocational training, you may be required to deploy at short notice or be absent for long periods of time due to operational requirements or courses. Whenever possible, it is important that you communicate these plans to your ADF regional team as soon as possible.

Deployments, postings, and courses may count towards GP and/or EST terms time provided they meet specific requirements.

If not recognised as training time towards a GP and/or EST term, deployments, postings, and courses can be classified as <u>Category 3 - ADF Service Leave</u>. Contact your TC for more information on how to apply for ADF Service Leave.

Clinical courses and refresher training

ADF medical courses that have been pre-approved by the RACGP (see <u>Appendix 1</u>), and other individual courses and training approved on a case-by-case basis, may contribute towards GP and EST training terms as below:

- GPT1, 2 and 3: up to a maximum limit of two weeks in each term.
- EST: up to a maximum limit of 13 weeks.



To apply to have a course recognised as GP or EST term time, you must submit the <u>ADF Placements</u>, <u>Courses and Deployments form</u>. Please note that pre-approval is required before you start the course. Final approval will be obtained upon submission of documented evidence of satisfactory course completion.

Placements with another Garrison Health Centre

There may be occasions during GPT3 or the EST term where you are required to move to another ADF health centre. These placements may be recognised as training time provided the Garrison Health Centre is accredited as STE.

Placement within your region

To apply to have a placement to a Garrison Health Centre within your region counted towards GPT3 or EST, please submit the ADF Placements, Courses and Deployments form. Approval must be sought prior to the change of site.

Placement outside of your region

To apply to have a placement to a Garrison Health Centre outside of your region counted towards GPT3 or EST, please submit the ADF Placements, Courses and Deployments form. Approval must be sought prior to the change of site.

In some cases, if your placement extends beyond a set number of weeks, it may need to be managed as a <u>transfer</u> <u>between regions</u>. Your TC will let you know if this is the case and assist you with the process.

Placements within a Garrison Health Centre outside of your current region can't be recognised as training time towards GPT1 or GPT2.

Deployments and exercises within Australia

Deployments and exercises conducted in Australia may contribute towards the EST term, provided the deployment or exercise is appropriately supervised and demonstrates development of skills and learning relevant to general practice. Expected learning outcomes must be provided in the application and signed off by a supervisor at the completion of the placement.

You can apply to have up to 26 weeks of deployment or exercise within Australia recognised as EST.

Deployments and exercises within Australia can't be recognised as training time towards GPT1,2 or 3.

To apply to have a deployment or exercise in Australia counted towards the EST term, you must submit the <u>ADF Placements, Courses and Deployments form</u> prior to commencing the deployment/exercise.

If urgent deployment has occurred, your regional ADF team will liaise with the National Lead Medical Educator – ADF to initiate the recognition process.

Once a training term is completed, retrospective recognition of deployments/exercises towards that training term can't be granted.



Overseas deployments

You can apply to have up to 26 weeks of overseas deployment recognised as EST.

Overseas deployments can't be recognised as training time towards GPT1, GPT2 or GPT3.

You should discuss your plans to complete your EST as an overseas deployment with your regional ADF team to ensure you meet any other training obligations while training outside of Australia.

Please read the <u>ADF overseas extended skills training placement application and guide</u> for more information about the application process. Your application must be accompanied by a detailed <u>learning plan</u>. Applications will be reviewed on a case-by-case basis by the relevant RACGP censor.

Applications for EST as overseas deployment must be submitted to the RACGP prospectively. We understand there are circumstances where you may be deployed prior to submitting the application. Where this is the case, please provide the reasons in your application so you can seek an exemption to apply retrospectively.

Within three months of completing your overseas EST placement, you must complete the <u>ADF overseas extended skills</u> <u>placement summary report</u>. This report will be also reviewed by the relevant RACGP censor, who will check that educational and supervisory requirements have been met and confirm whether the placement is approved as EST time.

Deployments on naval ships are considered to be overseas deployments.

The table below summarises the activities that may be counted towards General Practice or Extended Skills training terms. Please note that the activities will be counted only if they meet specific requirements, as outlined in the guide.

Activity	Can activity be counted towards GPT or EST?	Maximum time limit	Application form
Clinical courses and refresher training	GPT: Yes (GPT1,2,3) EST: Yes	GPT: up 2 weeks in each termEST: up to 13 weeks	
Deployments and exercises within Australia Placements within another Garrison Health Centre (in your region or outside of your region)	 GPT: No EST: Yes GPT: Yes (only GPT3) EST: Yes 	 GPT: n/a EST: up 26 weeks GPT: up to 26 weeks EST: up to 26 weeks 	ADF Placements, Courses and Deployments form
Overseas deployments	GPT: No EST: Yes	GPT: n/a EST: up to 26 weeks	ADF overseas extended skills training placement application and guide



Program time caps

The AGPT program is a three-year, full-time (or part-time equivalent) program. If you're doing rural generalist training, this increases to a four year full-time (or part-time equivalent) program. These are minimum program times, not including RPLE. The time cap differs according to your training stream and whether you're training full time or part time.

What's not included in the program time caps

Some types of leave are not included in the training caps

- Category 1 leave leave entitled by law (eg sick leave, carer's leave, etc)
- Category 3 leave Australian Defence Force (ADF) service leave.

Extending your program time

If you need to extend your program time, and you expect your overall program time will exceed the times listed above, you'll need to seek approval. For more information about program time caps, please refer to the AGPT Registrar Handbook.

Leave

Entitlements

As an ADF registrar you have the same leave entitlements as any other AGPT registrar, as detailed in the <u>AGPT Registrar Training Handbook</u>. Any leave you wish to take during training must be agreed to and discussed with your ADF service, and with the practice if you are completing your civilian placement. This includes all occurrences of annual leave, sick leave, war leave and removal leave.

Any leave beyond two weeks of annual leave and one week sick or carer's leave during each training term also requires approval from your regional ADF team.

ADF Service Leave – Category 3

You can apply for a special type of leave known as Category 3 – ADF Service Leave. Category 3 Leave can be used to:

- take leave from the program to meet ADF service requirements (e.g. mandatory ADF postings, ADF courses), or
- defer the commencement of your training to meet ADF service requirements (you can start the AGPT program on Category 3 Leave).

When applying for Category 3 Leave, you'll need to include relevant supporting documentation, such as course enrolment instructions or your posting order, for review by your regional ADF team.

Category 3 Leave may also be accessed by ADF reservists for courses, exercises, and deployments.

For more information about leave, please refer to the Leave Policy.



Fellowship exams

While on the program, you must meet the same Fellowship requirements as non-ADF registrars, including passing the Fellowship exams.

The Fellowship exams assess your competency for unsupervised general practice anywhere in Australia and comprise three summative assessments:

- Applied Knowledge Test (AKT)
- Key Feature Problem (KFP)
- Clinical Competency Exam (CCE)

The RACGP delivers the Fellowship exams online and in locations across Australia.

Your regional ADF team will work with you to find a suitable location to sit Fellowship exams, including remote access if necessary.

Transfers between training regions

If you need to transfer between training regions due to ADF requirements, the transfer will be managed by the regional ADF team on your behalf – you won't need to make an application.

So we can continue to support your training, you must advise your TC and ME of the need to transfer and provide your posting orders as supporting evidence.

The transfer into your new region will commence from the date of posting recorded in your posting orders.

Extension of program time while awaiting Fellowship

Like non-ADF registrars, you must be admitted to Fellowship within the applicable timeframe, as per the <u>Requirements</u> for Fellowship Policy.

Once you've met the requirements of Fellowship, you'll automatically receive a program time extension of up to 12 calendar weeks to submit your Fellowship application. If you complete your requirements for Fellowship while on deployment, the program extension time will commence from the date you return from deployment.



Appendix 1 – RACGP-approved ADF medical courses

The ADF medical courses listed here have been approved by the RACGP and can be counted towards your general practice training time, up to a maximum of two weeks per 26-week term.

If you require flexibility in the amount of time spent on ADF medical courses, please discuss with your ME. Other courses may be considered on a case-by-case basis.

Aeromedical Evacuation (AME) Course

The AME Course is conducted over four weeks and addresses the clinical aspects and practical implications of transporting patients by air, and the technical aspects of aircraft preparation for AME use. The course covers theory and practical phases for the C-17, C-27 and C-130 and may be run at RAAF Amberley and RAAF Richmond.

The course covers:

- Aviation physiology
- Clinical aspects of AME
- Organisational aspects of AME
- AME aircraft operations
- AME equipment
- AME missions
- Patient evacuation.

There are ten summative assessments required for successful completion of the AME course – seven knowledge and three performance assessments.

Aviation Medical Officers (AVMO) Course

The AVMO course is conducted over four and a half weeks and prepares ADF Medical Officers to work as Aviation Medical Officers (AVMO). ADF AVMO are required to assess and manage the health of ADF aircrew and other aviation personnel, provide advice to ADF commanders on aviation medicine and how this impacts military capability, and provide medical support to ADF flying operations. The course is provided to military, civilian and international students. In addition to meeting ADF capability requirements, completion of the AVMO course qualifies the ADF MO as a Designated Aviation Medical Examiner (DAME) in accordance with the Australian Civil Aviation Safety Authority requirements.

The course covers:

- · Introduction to aerospace medicine
- Aerospace physiology and environment
- Clinical aerospace medicine
- Operational aerospace medicine
- Human factors and accident response.

Students on the AVMO course undertake practical training in symptoms of hypoxia, spatial disorientation, water survival and air traffic control tower experience.



Early Management of Severe Trauma (EMST)

EMST is a three-day¹ intensive course in the management of injury victims in the first 1–2 hours following injury. It aims to train ADF Medical Officers in the knowledge and skills to care for personnel in acute, life-threatening emergencies.

The course covers:

- Theory
- · Practical management
- · Treatment priorities
- Care of severe trauma patients.

The course is conducted by the Royal Australian College of Surgeons (RACS) using a combination of civilian and ADF instructors accredited by RACS.

Formative assessments include a pre-course multiple-choice question (MCQ) test and practical assessments during the course. Summative assessments include a summative theory assessment (MCQ) and a practical assessment at the end of the course.

Health Officer Basic Course (HOBC)

The HOBC course is conducted over sixteen days and designed to provide the foundation skills and knowledge to command, plan and provide health support functions to operations.

The learning objectives of this course include:

- Explaining the Health Corps foundation knowledge and organisational structures within Defence
- Developing an understanding of Health Corps training continuum
- Demonstrating an understanding of clinical governance
- Demonstrating an understanding of medical administration
- · Demonstrating command, lead, and manage skills
- Developing an understanding of Joint Health Capability
- Developing an understanding of operational and strategic health.

Training for this course will occur off the job through theory, syndicate discussions, tactical exercise without troops, and practical.

Medical Officer Introductory Course (MOIC)

The MOIC course covers the attributes (skills, knowledge, attitudes and behaviours) required to understand the command, leadership, and management responsibilities of a military medical officer.

The learning objectives of this course include:

Describing the role of the Royal Australian Army Medical Corps (RAAMC) and health service in Defence

¹ The Royal Australian College of Surgeons EMST course is over two days. ADF members complete an additional day of training (combining practical skills and theory) to contextualise EMST to the ADF operational environment.



- Understanding the military medical officer's responsibilities for subordinates
- Understanding the military medical officer's responsibilities for their personal career and professional development.
- Understanding field health care
- Understand Garrison Health care
- Providing advice to Commanders
- Identifying common musculoskeletal conditions and treatments in Defence
- Managing disease and non-battle casualties
- Understanding specific mechanisms of injury with military medicine
- Managing mental health issues and conditions of military significance
- Understanding ethical dimensions of health care in the military environment
- Tactical Combat Casualty Care Medical Personnel.

Training will occur via off-the-job training primarily through instructor-led delivery using a method or combination of methods, such as presentations, lectures, forums, and group discussions.

Medical Officer Underwater Medicine (MOUM) Course

The MOUM course is conducted over ten days and provides the ADF MO with an understanding of the range of potential medical problems faced by divers. Considerable emphasis is placed on the diving medical and the contraindications to diving, together with the pathophysiology, diagnosis and management of the more common diving-related illnesses. Although designed to meet ADF capability requirements, it also qualifies the ADF MO to undertake dive medical examinations for recreation and commercial purposes.

The course covers:

- · How the laws of physics apply to diving
- How the physical properties of diving affect human physiology
- Diving equipment
- Barotrauma, its prevention and treatment
- Problems associated with the use of air, oxygen, heliox and nitrox breathing gases
- Decompression illness, its pathophysiology, clinical presentation and management
- How to perform a recreational and occupational diving medical examination
- Requirements of a therapeutic recompression chamber and its life support systems
- Deep diving
- · Hypothermia and its clinical management
- Diving tables and dive computers
- Dangerous marine animals and appropriate clinical management
- Diving accidents and how to prevent them.

During the course students are also introduced to clinical hyperbaric medicine and submarine medicine. The course also provides an update on current cardiopulmonary resuscitation.



Operational Health Support Course (OPHLTHSPT)

The OPHLTSPT course provides the knowledge and skills health personnel require to deploy an operational health support facility. The course is conducted over two weeks at RAAF Amberley.

The course covers:

- Operational Health Support
- Instruction on the various levels of health support available
- Personal and collective preparation for deployment
- Logistics and administrative considerations
- Establishing and running a deployed health facility.

Rotary Wing Aero-Medical Evacuation Course (RWAME)

The RWAME course is a five-day theory/practical training series. The course covers aviation medicine general principles, assessment of patients in context of principles of aviation medicine, retrieval team management, procedures around and inside aircraft, communication before/during/after missions.

The learning objectives of this course include:

- Conducting RWAME operations
- Preparing for a RWAME
- Communicating effectively during a RWAME
- · Loading, securing and unloading a casualty on a RW aircraft
- Providing casualty care during a RWAME
- Completing post mission activities following a RWAME.



Related documents

- Application for ADF registrar placements, courses and deployments within Australia
- ADF overseas extended skills training placement application and guide
- ADF overseas extended skills placement learning plan
- ADF overseas extended skills placement summary report
- AGPT Registrar Training Handbook
- Leave Policy
- Placement process Guide for practices
- Requirements for Fellowship Policy
- Standards for general practice training 3rd edition
- Training Program Requirements Policy



Version History

Version	Date of effect	Amended by	
4	19/12/2024	Education Policy and Guidance Lead	
Amendment details	 most up-to-date informs Content added on prog Training Handbook. Operational Health Sup 	most up-to-date information for ADF registrars. Content added on program time caps from the AGPT Registrar Training Handbook.	
3	26/07/2024	Education Policy and Guidance Lead	
Amendment details	requirements may be a	Content added to clarify that an exemption to the part time training requirements may be applied for registrars undertaking GPT3 or EST at a Garrison Health Centre and a civilian general practice concurrently.	
2	05/07/2024	Education Policy and Guidance Lead	
Amendment details	most up-to-date information • Sections added: - Useful contact - ADF Garrison - Civilian generation - ADF activities	most up-to-date information for ADF registrars.	
1	21/03/2023	Education Policy and Guidance Lead	
Amendment details	with a centralised point This guide supersedes	with a centralised point of information relevant to them.	