

# Preparing for the AGPT 2024 training year

## A guide for supervisors and practice managers

This guide outlines the key changes and program delivery activities supervisors and practice managers should know about to support AGPT registrars in 2024. This document should be read in conjunction with the linked resources to provide further information. There is also a module available [here](#) for practice managers and supervisors which provides an overview of the key changes occurring in 2024.

### Supervisor level terminology

From 2024.1, the terms primary and secondary for accredited supervisors will be removed. All supervisors will be accredited to the same supervisor level. The designated supervisor is the accredited supervisor nominated by the practice who accepts full responsibility for the registrar and coordinates the practice supervisory team for that registrar. The designated supervisor is linked to the registrar on the Training Management System (TMS) and will be the RACGP's main point of contact for that registrar's placement.

### Workplace Based Assessments

WBA	Training term	Due date	Where to complete
Continuing: <a href="#">mid and end of term assessments</a>	GPT1, GPT2, GPT3 and Extended Skills GP	By week 13 (mid-term) and week 26 (end of term)	Training Management System
New for many: <a href="#">early assessment of safety and learning (EASL)</a>	GPT1	By the end of week 4	Training Management System
New for all: <a href="#">mini-clinical evaluation exercise (mini-CEX) and random case analysis (RCA)</a>	GPT1 and GPT2	By the end of week 26	Download form via Training Management System. To be kept by the practice and emailed to training coordinator if there are concerns about a registrar's performance and/or if an amber or red flag is raised

## Registrar supervision requirements

Competency Milestone	Usual timeline	Supervision requirement	Accredited GP supervisor requirement	Onsite supervision requirement
Entry	The first 4 weeks of GPT1	Every case is reviewed by either sitting in, being called in, or reviewing (and where relevant discussing) the registrar's notes	An accredited GP supervisor is always available for the registrar	100% of the time the registrar is consulting
Foundation	From week 5 of GPT1 to the end of GPT2	Cases are reviewed according to an agreed <a href="#">clinical supervision plan</a> . The registrar's designated supervisor regularly reviews the appropriateness of the plan based on their observations and assessments of the registrar. <a href="#">Discuss learning needs with the registrar and create a teaching plan</a>	An accredited GP supervisor is always available for the registrar	80% of the time the registrar is consulting
Consolidation	From GPT3 to completion of training	Cases are reviewed according to an agreed clinical supervision plan. <a href="#">Discuss learning needs with the registrar and create a teaching plan</a>	An accredited supervisor is available at least 80% of the time with a specialist GP permitted to supervise the remaining 20%	50% of the time the registrar is consulting

\* 'Available' means the supervising GP is not overloaded with clinical or procedural work and is on-site, or if off-site, is easily contactable and able to attend.

For further information, refer to [AGPT supervision requirements at a glance - 2024.1](#).

## Registrar caps per supervisor

There is a maximum of 3 supervised doctors per supervisor irrespective of training fraction, level of training or training program. AGPT placement of a registrar should not be misinterpreted as approval of greater than the 3:1 ratio. If this ratio has been exceeded, please contact your training coordinator.

## Remote supervisor and supervisor leave

Changes to supervision outside of the guidelines at the Foundation or Consolidation milestone require medical educator preapproval. Supervisors must plan leave with the consideration of the registrar's needs and to ensure they meet the requirements for provision of supervision at different training milestones. Practices must contact their training coordinator if there is any risk of supervision shortfall.

## Supervisor professional development (SPD)

Number of eligible AGPT registrars at the training site	Minimum supervisor professional development hours per semester (total for all)	Supervisor professional development stipend payment to the training site
1	3	\$500
2	6	\$1000
3	9	\$1500
4 or more	12	\$2000

\* It is expected that the SPD stipend will be distributed to supervisors in full, proportional to supervisor professional development activities undertaken by each supervisor during the semester.

New AGPT supervisors continue to be fully funded (12 hours max) for the Foundations of GP Supervision program. In 2024 this must include a workshop or webinar component.

For further information, refer to [Supervisor Professional Development Requirements and Payments](#).

## Continuing professional development (CPD)

Supervisors with a registrar will automatically be allocated CPD hours for the expected range of in-practice supervisory activities. For designated supervisors, this will be 30 hours and for all other supervisors, this will be 20 hours.

## Training practice and supervisor payments

AGPT accredited training practices and supervisors who have a registrar training in their practice in 2024 will continue to receive nationally consistent payments administered by Services Australia. For further information, click [here](#).

## Alternative models for mandatory terms

Registrars must have successfully completed four mandatory hospital rotations (general medicine, surgery, emergency medicine, and paediatrics) in the five years prior to starting in core vocational training. Where registrars have not been able to meet the specific surgical and/or medical term requirements, they may be eligible to achieve the required level of competency through further experience under supervision within the general practice setting, with appropriate learning opportunities and assessment during GPT1. Training coordinators will contact any practice with a registrar who must complete the alternative model. Registrars affected must raise this at the point of interview with the practice before agreeing to a placement.

## Additional resources and links

- [Training Practice and Supervisor Payments](#)
- [National Terms and Conditions for the Employment of Registrars \(NTCER\)](#)
- [Adverse event and critical incident reporting](#)
- [Supervisor and practice manager training resources and GP training newsletter archive](#)