



TRAINING TIME

1. Purpose

- 1.1. This policy defines the minimum training time for registrars on the Fellowship Training Program.

2. Application and scope

- 2.1. The policy applies to registrars on the Fellowship Training Program.

3. Policy

- 3.1. The total training time minimum is four years full time or equivalent part-time training from the date of first Training Placement.
 - 3.1.1. Core Generalist training time minimum is 36 months full time or equivalent part-time training.
 - 3.1.2. Advanced Specialised training time minimum is 12 months, full time or equivalent part-time training.
- 3.2. Training time is accrued through the following:
 - 3.2.1. working in ACRRM approved/accredited training placements
 - 3.2.2. attending the Nationally and regionally delivered education programs
 - 3.2.3. attending approved courses of five or more days duration
 - 3.2.4. during statutory leave for maximum of six weeks per annum
 - 3.2.5. Recognition of Prior Learning
- 3.3. Full time training is 38 hours per week, inclusive of clinical, education and administrative activities.
 - 3.3.1. Training time is not reduced if working more than 38 hours per week, averaged over one month.
- 3.4. Part-time training must average no less than 16 hours per week over 12 months and must:
 - 3.4.1. include comparable proportionate exposure and experience to full time training, including clinical, education and administrative activities
 - 3.4.2. be approved prospectively by the employer.
- 3.5. Registrars training part-time must complete the education program at the same pace as those training full-time.

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4. Responsibilities

- 4.1. Registrars are responsible for:
 - 4.1.1. applying to train part-time where applicable
 - 4.1.2. advising the proportion of full time equivalent
 - 4.1.3. informing any changes to the number of working hours
- 4.2. ACRRM is responsible for:
 - 4.2.1. approving part-time training
 - 4.2.2. recording training time

5. Related Documentation

- 5.1. ACRRM Training Placement Policy
- 5.2. ACRRM Training Program Requirement Policy
- 5.3. ACRRM Recognition of Prior Learning Policy
- 5.4. ACRRM Fellowship Training Program Handbook
- 5.5. ACRRM Part-time Training Application

6. Definitions

Word/Term	Definition (with examples if required)
Training Placement	A placement that counts towards Training Time and may meet Training Program Requirements
Education Program	The education that is provided during training, this may be provided by the training post, Training Organisation or the College.

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7. Document Control Management

7.1 Policy information

Policy Contact and Author	Kyra Moss David York	Approving Body:	Board
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Responsible Officer:	David York	Policy System Manager:	Mary Jane Streeton

7.2 Document History

Version	Date Approved	Author	Description of revision	Internal Distribution	
				Date	Recipient/s
V1.1	December 2022	Fellowship Manager	Removal of reference to Regional Training Organisations	Dec 22	GM Education Services
V1.0	March 2021	Accreditation and Standards Manager	RGTS added to definition for Training Organisation	Mar 21	ELT/CEO
Previous system	April 2020	Accreditation and Standards Manager	38 hours able to be averaged over one month	Apr 20	ELT/CEO
Previous system	December 2019	Accreditation and Standards Manager	Separate policy for Training Time created, no changed to training time. Part-time minimum changed from recommended no less than 19 hours per week to 16 hours per week.	Dec 19	ELT/CEO
Previous system	June 2010	Accreditation and Standards Manager	Part-time training requirements defined	Jun 10	ELT/CEO
Previous system	June 2009	Accreditation and Standards Manager	Four years training time set and time for each stage of training	Jun 09	ELT/CEO

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