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## **Policy on Completion of Training**

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### **1. Purpose**

The purpose of this policy is to outline the ACRRM requirements for Completion of Training (COT) and the award of Fellowship of ACRRM.

### **2. Related Documentation**

This policy should be read with reference to the following related documents:

- Handbook for Fellowship Assessment;
- Policy on Vocational Training Program Enrolment and Participation;
- Policy on Core Clinical Training;
- Policy on Primary Rural and Remote Training;
- Policy on Advanced Specialised Training;
- Policy on Emergency Medicine Course requirements;
- Policy on Rural and Remote Medical Education Online (RRMEO) module requirements;
- Policy and Guide on Recognition of Prior Learning;
- Policy on Training Time; and
- Training provider policies for Completion of Training.

### **3. Policy**

3.1 Training must be undertaken through one of the three accredited training pathways:

- Vocational Preparation Pathway;
- Remote Vocational Training Scheme; or
- Independent Pathway.

3.2 The requirements for formal Completion of Training in each training pathway are the same.

They are satisfactory completion of:

Training requirements:

- four years full-time training or equivalent part-time training;
- Core Clinical Training, Primary Rural and Remote Training and Advanced Specialised Training;
- at least six months experience in community and primary care (for registrars commencing training from 2012); and
- at least six months experience living and practising in a rural/remote environment (for registrars commencing training from 2012).

Formative assessments:

- MiniCEX: minimum of six consultations (for registrars commencing training from 2012); and
- AST formative assessment (specific to the discipline as outlined in the curricula).

Summative assessments:

- MCQ (pass grade)
- miniCEX (pass grade)
- StAMPS (pass grade)
- AST summative assessment (pass grade in assessment specific to the discipline)
- MSF (satisfactory completion)
- Procedural logbook (satisfactory completion) (for registrars commencing training from 2009).

Educational activities:

- at least four RRMEO modules approved for training; and
- Emergency Courses accredited for training by ACRRM: either two accredited Tier 1 courses or one accredited Tier 1 course and two accredited Tier 2 courses.

3.3 For registrars who have been granted Recognition of Prior Learning (RPL), completion of training will be measured against the requirements as described in the RPL outcome report.

3.4 In addition to Completion of Training requirements registrars are required to:

- sign a declaration that they are not under investigation or the subject of disciplinary proceedings under any jurisdiction.

#### 4. Responsibilities

Registrars are required to ensure that all training requirements are complete and have been reported to their training provider. The registrar must complete the Completion of Training form and submit to the training provider for checking and approval.

Training providers must check that all requirements have been met and then approve Completion of Training prior to sending to ACRRM.

Completion of Training requires a recommendation from the Censor and approval by the ACRRM Board. The Board meets every two months. Board meeting dates are documented on the ACRRM website at <https://www.acrrm.org.au/governance>

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