Training Placements Policy

1. Purpose

1.1 Aligning to workforce strategy, this policy has been developed to support registrars training within the ACRRM Rural Generalist Fellowship Program to access suitable placements to enable completion of the program.

2. Application and scope

2.1. All training placements on the ACRRM Rural Generalist Fellowship program, including Advanced Specialist Training (AST) and overseas placements.

3. Policy

3.1 The following principles will apply to placement decisions:

- 3.1.1 All placements must hold accreditation in one of the following:
  - 3.1.1.1 ACRRM accreditation
  - 3.1.1.2 Postgraduate Medical Council (PMC) or non ACRRM speciality college accreditation as outlined in the Fellowship handbook
  - 3.1.1.3 Approved Individual Training Placement (ITP)

- 3.1.2 Placements must be in locations classified MMM 2-7, except for:
  - 3.1.2.1 Registrars entering the ACRRM Rural Generalist Fellowship program who may have existing employment arrangements in MMM1. This may be approved as training time if consistent with the agreed training plan for a period of up to 12 months.
  - 3.1.2.2 Training may be completed in MMM1 locations if required to meet specific training needs and/or is consistent with approved training plan and is not readily achievable (or as well) by registrar in MMM2-7 locations.

3.2 The following principles will apply to placement decisions:

- 3.2.1 Placements should reflect the registrar's training need and training plans.
- 3.2.2 Placement approval will consider other ACRRM policies and processes including medical constraints, progression, and registrar review.
- 3.2.3 The ACRRM placement process aims to encourage registrars to consider training in areas of workforce shortage and rural and remote training posts within Australia.
- 3.2.4 Registrars and/or training posts must declare any conflict of interest should it exist. This may include a personal relationship between registrar and supervisor, i.e. family members, or a financial interest, i.e. registrar as a practice owner.
- 3.2.5 In general, placements will be prioritised in Aboriginal Community Controlled Health Services in MMM2-7, MMM6-7 locations, areas identified as high community need and Training Posts participating in the Bulk Billing Incentive Program (BBIP).
- 3.2.6 All placements outside of the registrar's current allocated region to another region must be prospectively approved as per the ACRRM transfer process.

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4. Responsibilities

4.1 Registrars are responsible for:

- 4.1.1 Ensuring that they work in accredited and approved placements that meet the requirements for their training.
- 4.1.2 Seeking prospective approval of placement.
- 4.1.3 Ensuring they have discussed training needs with their Medical Educator before applying for a placement.
- 4.1.4 Notifying ACRRM immediately if there are any changes from an approved placement.
- 4.1.5 Submit requested paperwork by the due dates advised by ACRRM
- 4.1.6 Declaring a conflict of interest

4.2 ACRRM is responsible for:

- 4.2.1 Assisting registrars with placements.
- 4.2.2 Ensuring access to accredited Training Posts is available.
- 4.2.3 Provision of a placement process that can be utilised and accessed by both registrars and training posts.
- 4.2.4 Approving placements
- 4.2.5 Submission of the Medicare Provider Number (MPN) application for the placement.

4.3 Training posts are responsible for:

- 4.3.1 Notify ACRRM of their training capacity for the next semester
- 4.3.2 Notify ACRRM of changes in training capacity
- 4.3.3 Ensuring that they maintain accreditation to offer placements that meet the requirements for training.
- 4.3.4 Seeking timely advice from ACRRM before accepting a registrar:
- 4.3.5 Maintaining an accurate training post profile.
- 4.3.6 Notifying ACRRM immediately if there is a request to withdraw a registrar from an approved placement.
- 4.3.7 Declaring a conflict of interest

5. Overseas Training Placements

The following will apply to Overseas Training Placements:

5.1. May not exceed two years training time,
5.2. Will not attract Commonwealth funding as per the ACRRM Training Payments Policy,
5.3. AST posts will generally be limited to six months training time, requiring a further 6 months (or 18 months for Surgery AST) to be completed in the Australian context,
5.4. Are approved prospectively except for short notice Australian Defence Force (ADF) deployments which may be approved retrospectively.

6. Related Documentation

ACRRM Fellowship Training Program Handbook.
ACRRM Training Program Requirements Policy.
ACRRM Training Placements Policy.
ACRRM Eligibility for Training Policy.
ACRRM Access to Training Policy.
ACRRM Training Payments Policy

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7. Definitions

Word/Term	Definition
MMM	The Modified Monash Model is a geographic classification system that categorises metropolitan, regional, rural, and remote areas.
Individual Training Placement	A training placement in a post that does not meet one of the mandatory training requirements, for example a six-month mental health placement, or a placement in an MM1 location.

8. Document Control Information

8.1 Policy Information

Policy Contact and Author	Training Engagement Manager	**Approving Body:**	Board
Status:	Approved	**Review period:**	3 Years
Policy No and Version:	T20 V1.5	**Next review date:**	January 2029
Effective Date:	July 2026	**Document Location:**	Policy Register
Responsible Officer:	General Manager Education Services	**Policy System Manager:**	Policy and Advocacy Manager

8.2 Document History

Version	**Date Approved**	**Author**	**Description of revision**	**Internal Distribution**	
				Date	**Recipient/s**
V1.0	Apr 2023	K Brosnan	New policy	Apr 23	OCEO, OS, ES
V1.1	May 2023	Kyra Moss	Minor amendments following feedback from Registrar and Education and Training Committees	May 23	OCEO, GM Education Services
V1.2	July 2023	Gail Jamieson	Policy name amended to "Training Placements Policy Clauses 1.3 and 3.4.2 transferred from previous T15 Training Placements Policy, which has been retired. This Policy replaces and supersedes the previous T15 Training Placements Policy	July 23	OCEO, GM Education Services

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Version	Date Approved	Author	Description of revision	Internal Distribution	
				Date	Recipient/s
V1.3	Jan 2026	Training Engagement Manager	Removal of reference to RGTS Replacement of Fellowship Program title to ACRRM Rural Generalist Fellowship Program Consolidation with Overseas Training Placements Policy Aligning with Training Time Policy Inclusion of requirement to obtain prospective placement approval Change of placement changes to be applied for and approved by regional teams from two to six weeks Clarification of policy application and scope provided Clarifying training post accreditation requirements and including Individual Training Placements	Jan 2026	GM Education Services
V1.4	Jan 2026	Isabel Broderick	Inclusion of Bulk Billing Incentive Program part of Priority Placements	Mar 2026	GM Education Services
V1.5	July 2026	Isabel Broderick	Removal of 3.2.4 All placement changes need to be applied for and approved by the regional teams within a minimum of 6 weeks of the commencement of placement	April 2026	GM Education Services

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