

15 February 2018

Evidence of supervised practice to support applications for general registration from Australian Medical Council certificate holders

This guidance has been developed to support international medical graduates who have obtained their AMC certificate when they apply for general registration. It provides advice on what evidence of supervised practice applicants should provide to support their application.

The Board will use information in the application to decide whether to grant general registration.

The Board will grant general registration if the applicant has met the qualification and eligibility requirements, including the requirements in registration standard 'Granting general registration to medical practitioners who hold an AMC certificate' (the registration standard). The standard is published on the Board's website at www.medicalboard.gov.au/Registration-Standards.aspx.

Requirements for general registration

All IMGs with an AMC certificate are required to satisfactorily complete a minimum of 47 weeks (full-time equivalent) of supervised practice in Australia before they are eligible for general registration.

The Board recognises that it can be difficult for IMGs to obtain hospital-based positions in specific rotations. It has therefore built considerable flexibility into the registration standard. Supervised practice options for general registration include:

- Supervised practice in a standard mix of hospital-based rotations comprising:
 - medicine for at least 10 weeks
 - surgery for at least 10 weeks
 - emergency medical care for at least 8 weeks
 - a range of other positions to make up a minimum of 47 weeks full time equivalent experience.
- Where an applicant has not completed the rotations above, the Board may grant general registration if the applicant can demonstrate that they have met the learning outcomes described in the document *Intern training – Intern Outcome Statements* in the rotations not completed.
- Supervised practice in general practice if they can provide evidence that they have achieved the learning outcomes described in the document *Intern training – Intern Outcome Statements*.
- Supervised practice in a narrow scope of practice – the Board may grant general registration with conditions restricting them to practising in the area that they have demonstrated competence.

IMGs applying for general registration are expected to demonstrate a standard of practice that is at least equivalent to that of an Australian or New Zealand medical graduate at the end of intern training in Australia.

Expected learning experiences and learning outcomes for IMGs seeking general registration

The learning experiences and learning outcomes for IMGs are the same as those for Australian or New Zealand medical graduates at the end of intern training in Australia. The learning outcomes are described in the document titled *Intern Training – Intern Outcome Statements* and the learning experiences for each of the core experiences (rotations) are defined in the document *Intern training – Guidelines for terms*. Both of these documents have been developed by the AMC and approved by the Board. These documents are published in full on the Board’s website at www.medicalboard.gov.au/Registration/Interns/Guidelines-resources-tools.aspx.

The following is a summary of the outcome statements and core rotations.

Document	
Intern Outcome statements (Domains)	<p>The intern as scientist and scholar</p> <p>The intern as practitioner</p> <p>The intern as a health advocate</p> <p>The intern as a professional and leader</p>
Guidelines for terms (core experiences/rotations)	<p>Clinical experience in medicine:</p> <p>This term must provide supervised experience in caring for patients who have a broad range of medical conditions, and opportunities for the intern to participate in:</p> <ul style="list-style-type: none"> • assessing and admitting patients with acute medical problems • managing inpatients with a range of medical conditions, including chronic conditions • discharge planning, including preparing a discharge summary and other components of handover to a general practitioner, subacute facility, residential care facility, or ambulatory care.
	<p>Clinical experience in surgery:</p> <p>This term must provide supervised experience in caring for patients who together represent a broad range of acute and elective surgical conditions, and exhibit the common features of surgical illness, including the metabolic response to trauma, infection, shock and neoplasia.</p>
	<p>Clinical experience in emergency medical care:</p> <p>This term must provide closely supervised experience in assessing and managing patients with acute, undifferentiated illnesses, including assessing and managing the acutely ill.</p>

Evidence of supervised practice required to support applications for general registration

Relevant supporting evidence, as outlined in the Board's registration standard, must be submitted with the IMG's application for general registration. The Board will also take into consideration information provided previously to the Board/AHPRA, including work performance reports and/or statements of service. Work performance reports must confirm that the IMG performs consistently at the level expected in each criteria.

Letter of recommendation

The letter of recommendation must:

- be on the employer's letterhead.
 - contain the practitioner's name.
 - contain details of service including:
 - the date that the practitioner commenced and finished working in the supervised practice position
- [Note: If the practitioner is still working in the position, it is acceptable for the letter to confirm this instead of providing an end date.]**
- whether the work has been full time, part-time or a combination. If any of the work has been part-time, provide details of FTE worked
 - the start and end date of each rotation undertaken (only required for hospital-based positions)
 - the number of weeks FTE completed, excluding periods of leave.

Note: Where the signatory of the letter of recommendation is unable to confirm 47 weeks of FTE supervised practice, the practitioner will be required to provide supporting evidence with their application for general registration to demonstrate completion of the entire period of supervised practice required by the Board.

- state whether the applicant has achieved the expected learning outcomes as described in the document *Intern training – Intern Outcome Statements* for each rotation.
- state whether it is recommended that the practitioner be granted general registration based on their demonstrated competency to practise as a medical practitioner and
- be signed by the Director of Training, Director of Medical Services or other person who is acceptable to the Board and is authorised to sign-off on the satisfactory completion of supervised practice.

Supervised practice completed	Supporting evidence required
Core experiences (rotations) have been completed	<ol style="list-style-type: none"> 1. A letter of recommendation completed by the Director of Training, Director of Medical Services or other person who is acceptable to the Board and is authorised to sign-off on the satisfactory completion of supervised practice. This must include the information outlined in the <i>Letter of recommendation</i> section above. 2. Written confirmation from the IMG's Board approved principal supervisor that the IMG has satisfactorily completed the required core rotations, and a range of other rotations/positions to make up the balance of the 47 weeks full-time equivalent supervised practice. This must be in the form of work performance reports, on the template approved by the Board, completed by the IMG's approved principal supervisor. <p><i>Where the IMG has completed an internship in an accredited intern position in Australia, the Board's Certificate of completion of an accredited internship is acceptable in lieu of the above requirements.</i></p>
Core experiences (rotations) not completed	<ol style="list-style-type: none"> 1. A letter of recommendation completed by the Director of Training, Director of Medical Services or other person who is acceptable to the Board and is authorised to sign-off on the satisfactory completion of supervised practice. This must include the information outlined in the <i>Letter of recommendation</i> section above. 2. Evidence that the IMG has achieved all expected learning outcomes. This can be demonstrated through work performance reports, on the template approved by the Board, completed by the IMG's principal supervisor. Work performance reports will only be accepted as evidence that this requirement has been met when the reports demonstrate the learning experiences the IMG obtained that enabled them to achieve all expected learning outcomes. (Refer to the <i>Intern Training – Intern Outcome Statements</i> and <i>Intern training – Guidelines for terms</i> documents on the Board's website.) <p>Note: Where the previously submitted work performance reports do not provide sufficient information to confirm how the IMG has achieved all expected learning outcomes, the principal supervisor must provide additional comments in the work performance reports or standalone evidence to support the application for general registration. Previously submitted work performance reports do not need to be re-submitted and will be used to confirm that the IMG performs consistently at the level expected in each criteria and has met the learning outcomes expected.</p>

Supervised practice completed	Supporting evidence required
In General Practice	<ol style="list-style-type: none"> <li data-bbox="507 342 1422 432">1. A letter of recommendation completed by the principal supervisor approved by the Board. This must include the information outlined in the <i>Letter of recommendation</i> section above. <li data-bbox="507 450 1422 510">2. Evidence that the IMG has achieved all expected learning outcomes by the principal supervisor approved by the Board. This can be demonstrated through work performance reports, on the template approved by the Board, completed by the IMG's principal supervisor. Work performance reports will only be accepted as evidence that this requirement has been met when the reports demonstrate the learning experiences the IMG obtained that enabled them to achieve all expected learning outcomes. (Refer to the <i>Intern Training – Intern Outcome Statements</i> and <i>Intern training – Guidelines for terms</i> documents on the Board's website.) <p data-bbox="507 528 1422 768">Note: Where the previously submitted work performance reports do not provide sufficient information to confirm how the IMG has achieved all expected learning outcomes, the principal supervisor must provide additional comments in the work performance reports or standalone evidence to support the application for general registration. Previously submitted work performance reports do not need to be re-submitted and will be used to confirm that the IMG performs consistently at the level expected in each criteria and has met the learning outcomes expected.</p>
Practice in a particular area of medicine	<ol style="list-style-type: none"> <li data-bbox="507 1088 1422 1238">1. A letter of recommendation completed by the Board approved principal supervisor. This must include the information outlined in the <i>Letter of recommendation</i> section above. The principal supervisor must also state whether they recommend that the applicant be granted general registration. <li data-bbox="507 1256 1422 1346">2. Evidence from the principal supervisor approved by the Board that the IMG is competent in the specific area of practice by providing work performance reports, on the template approved by the Board.