



AGPT AUSTRALIAN DEFENCE FORCE REGISTRARS POLICY 2019

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| Date first approved: | 23 March 2018 |
| Date of effect: | 1 January 2019 |
| Date last amended: (refer Version Control Table) | 23 March 2018 |
| Approved by: | Assistant Secretary, Health Training Branch |
| Custodian title and e-mail address: | Director, GP Training Policy Section AGPTManagement@health.gov.au |
| Responsible Section: | GP Training Policy Section, Health Training Branch |
| Supporting documents, procedures and forms: | Nil |
| Audience: | Registrars training on the AGPT Program Regional Training Organisations Joint Health Command Stakeholders |

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1 Purpose of Policy

- 1.1 The purpose of this policy is to set out the requirements for Australian Defence Force (ADF) registrars training on the Australian General Practice Training (AGPT) Program.

2 Definitions

| Word/Term | Definition (with examples if required) |
|--------------------------|--|
| ACRRM | Australian College of Rural and Remote Medicine |
| ADF Reservists | Part-time members of the ADF, ready to serve in a fully-trained military capacity if needed. |
| Commencement of Training | Commencement of training is defined as the first day in which a registrar begins their training on the AGPT Program. Registrars are able to commence their training on the AGPT Program in a number of different training terms, which are: hospital training, Core Clinical Training, GPT1, Primary Rural and Remote Training, Extended Skills, Advanced Specialised Training and Advanced Rural Skills Training (for FARGP only). |
| RACGP | Royal Australian College of General Practitioners |
| Relevant College | The GP College to which the registrar is enrolled, RACGP, ACRRM or both. |
| Training Region | An area defined by the Department of Health in Australia within which an RTO is required to deliver training to registrars enrolled on the AGPT Program. |

3 Application and Scope

- 3.1 This policy applies to registrars enrolled on the AGPT Program who are also members of the ADF.
- 3.2 This policy does not exclude ADF registrars from adhering to the requirements and obligations specified in the rest of the 2019 AGPT Program Policies.
- 3.3 The ADF registrar training requirements specified in this policy apply to full-time ADF service personnel.
- 3.3.1 Access to the leave and transfer provisions in this policy will apply to ADF Reservists only when they are on deployment.
- 3.4 There is a need for specific arrangements and training concessions to enable ADF registrars to continue their vocational training and meet their ADF service requirements.
- 3.5 This policy will come into effect as of 1 January 2019.

4 Training Locations for ADF Registrars

- 4.1 The current posting orders of an ADF registrar will determine the Training Region in which they can train, and therefore the Regional Training Organisation (RTO) they will be training with.
- 4.2 ADF registrars are expected to make every effort to meet the training location obligations specified in Clause 4 of the *AGPT Training Obligations Policy 2019*. However, due to their ADF service requirements, exceptions to the training location obligations may be granted.
- 4.2.1 RTOs will need to document the exceptions to the training location obligations, along with relevant evidence to support the exception.
- 4.3 For further information on ADF registrars' training requirements, please refer to the Relevant College(s) Standards and policies.

5 Training Posts Supporting ADF Registrars

- 5.1 ADF registrars can undertake their required vocational training in Training Facilities approved by the Relevant College. These can include:
 - 5.1.1 A civilian-based medical facility with the required level of practice accreditation; or
 - 5.1.2 An ADF medical facility or base with the required level of practice accreditation; or
 - 5.1.3 Through a combination of the above as a composite training arrangement.

6 Hospital Training for ADF Registrars

- 6.1 An ADF registrar must comply with the Relevant College(s) training requirements in relation to hospital training time.

7 Skills Training for ADF Registrars

- 7.1 ADF registrars may undertake Extended Skills, Advanced Specialised Training and/or Advanced Rural Skills Training as per the requirements of the Relevant College(s).

8 Training on Deployment

- 8.1 Experience, training, and education during deployment may be considered for credit as training time in the following circumstances:
 - 8.1.1 Deployments or exercises within Australia that meet College requirements for accreditation as a training post; or
 - 8.1.2 Overseas deployments that meet College requirements for overseas training and have been approved by the Relevant College(s).
- 8.2 While on deployment ADF registrars are required to be enrolled with an RTO.

9 ADF Registrar Transfers

- 9.1 All requests for transfer from ADF registrars to meet their ADF service requirements can be considered and approved by the RTOs.
 - 9.1.1 This includes both transfers between RTOs or Training Regions and between pathways.
 - 9.1.2 Applications for a transfer between RTOs or Training Regions must be considered and approved by the CEO(s) of both RTOs involved.
- 9.2 When applying for a transfer ADF registrars must attach a copy of their posting orders (or equivalent documentation) in support of their application.
- 9.3 It is expected that RTOs will approve ADF registrar transfers to align with their posting orders.
- 9.4 The date of the transfer must align with the registrar's posting orders.

10 ADF Service Leave

- 10.1 If a registrar is required to take leave from the AGPT Program to meet ADF service requirements, this leave can be considered and approved by their RTO.
 - 10.1.1 Registrars are also able to apply to their RTO to defer the Commencement of Training to meet ADF Service requirements.
- 10.2 When applying for ADF Service Leave (including to defer the Commencement of Training), ADF registrars must attach a copy of their posting orders (or equivalent documentation) in support of their application.
- 10.3 It is expected that RTOs will approve ADF registrar Service Leave or deferral of the Commencement of Training when posting orders are provided.

- 10.4 Where a registrar is required to take leave from the AGPT Program or defer the Commencement of Training to meet ADF service requirements, the RTO must record the leave in the registrar's training record as 'ADF Service Leave.'
- 10.5 ADF Service Leave will not contribute towards a registrar's training time and as such it will not be counted within the registrar's training time cap as specified in clauses 5.13.1 to 5.13.4 of the *AGPT Training Obligations Policy 2019*.

11 Dispute Resolution, Complaints and Appeals

- 11.1 All disputes, complaints and appeals should be considered through the RTO's dispute resolution and appeals process in the first instance.
- 11.2 If the disputes, complaints and appeals are not resolved in a manner that satisfies the registrar, the matter should be raised with the Department of Health via the *AGPT Complaints Policy 2019* and/or *AGPT Appeals Policy 2019*, whichever is most appropriate.

12 Roles and Responsibilities

- 12.1 Registrars are responsible for:
- 12.1.1 Submitting all requests for transfer between RTOs and/or pathways to their RTO for approval;
 - 12.1.2 Submitting all request for leave or deferral of the Commencement of Training to meet ADF service requirements to their RTO for approval; and
 - 12.1.3 Submitting their posting orders and/or other relevant supporting documentation with all relevant applications to their RTO.
- 12.2 RTOs are responsible for:
- 12.2.1 Assessing ADF registrar exceptions to the training location obligations and documenting the exception and supporting evidence;
 - 12.2.2 Assessing and approving ADF registrar applications for transfer between RTOs and/or pathways;
 - 12.2.3 Assessing and approving ADF registrar applications for leave and deferral of the Commencement of Training to meet ADF service requirements;
 - 12.2.4 Advising the Relevant College of the details of approved transfers due to ADF Service Requirements;
 - 12.2.5 Emailing all approved ADF registrar transfers to AGPTReporting@health.gov.au within 20 business days of approval so that RIDE can be updated; and
 - 12.2.6 Advising the Relevant College of any periods of ADF Service Leave greater than 12 calendar months.
- 12.3 The Department of Health is responsible for:
- 12.3.1 Approving extensions of training time as per the *AGPT Extension of Training Time Policy 2019* for ADF registrars where appropriate;
 - 12.3.2 Entering all approved transfers into RIDE;
 - 12.3.3 Approving pathway transfers as per the *AGPT Transfer Policy 2019* for ADF registrars if the transfer request is not related to ADF service requirements; and
 - 12.3.4 Approving exceptions to the *AGPT Program Leave Policy 2019* for ADF registrars if the leave request is not related to ADF service requirements.

13 Related Documents

- 13.1 *AGPT Program Policies 2019 Overarching Document*
- 13.2 *AGPT Appeals Policy 2019*
- 13.3 *AGPT Complaints Policy 2019*

- 13.4 *AGPT Extension of Training Time Policy 2019*
- 13.5 *AGPT Program Leave Policy 2019*
- 13.6 *AGPT Training Accessibility Policy 2019*
- 13.7 *AGPT Training Obligations Policy 2019*
- 13.8 *AGPT Training Region Policy 2019*
- 13.9 *AGPT Transfer Policy 2019*
- 13.10 *AGPT Withdrawal Policy 2019*

14 Version Control and Change History

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| Version Control: | 1 |
| Date Effective: | 1 January 2019 |
| Contact Person: | Director, GP Training Policy Section |
| Amendment: | First Version |