

Australian General Practice Training



Applicant Guide 2014

AGPT Eligibility 2014

Welcome to the *Australian General Practice Training Applicant Guide 2014*. This publication is a guide for doctors who wish to apply for general practice training commencing in 2014. In it you will find important information to help you with your application for the 2014 Australian General Practice Training (AGPT) program. The self-assessment flowchart overleaf will assist you in determining your eligibility.

Applications for the 2014 AGPT program open at 10.00am AEST 15 April 2013.

This *Guide* is also available at: www.agpt.com.au

We look forward to receiving your application.

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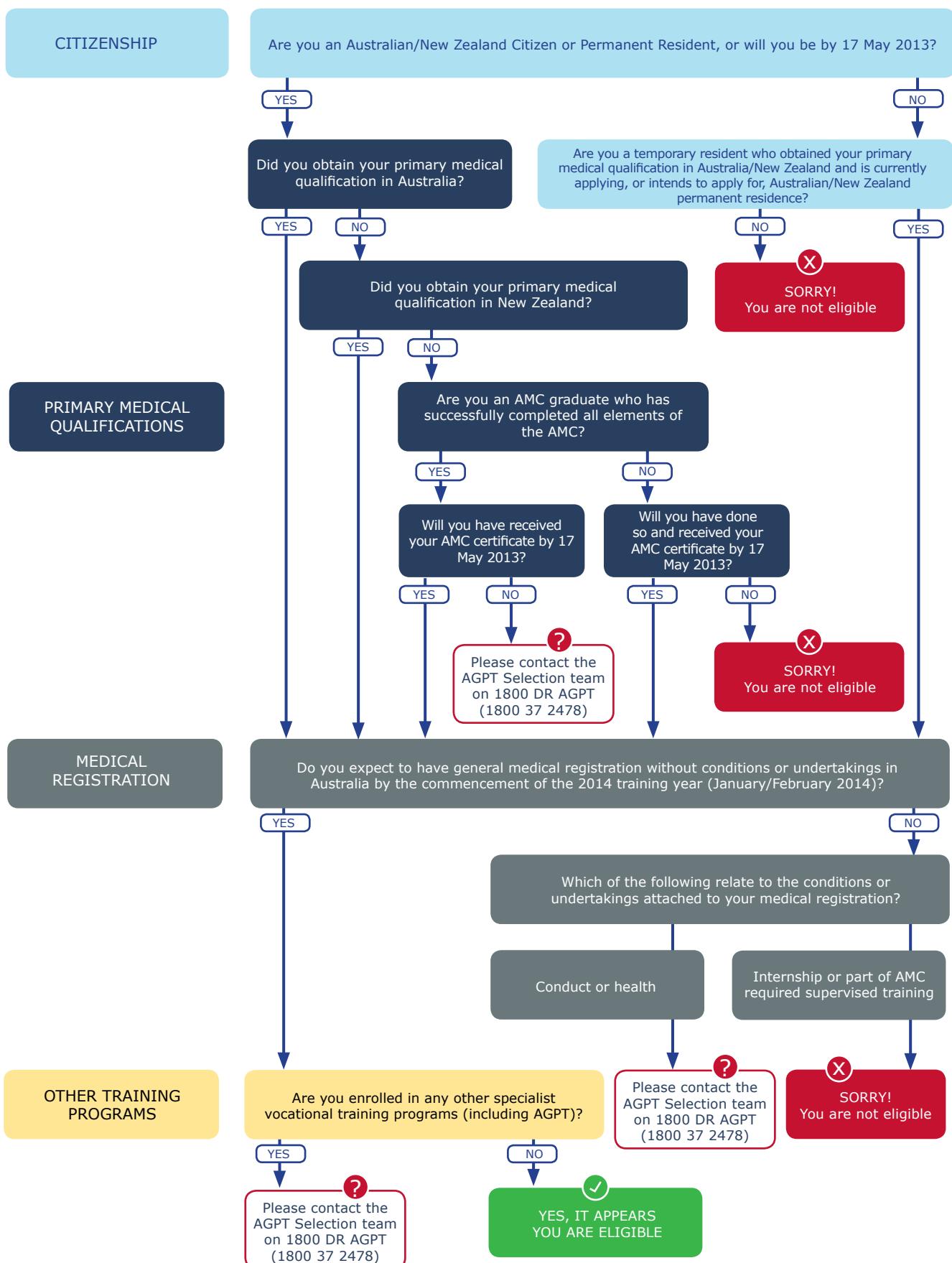
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Program Eligibility Guide – AGPT 2014



Welcome

Thank you for your interest in joining the Australian General Practice Training (AGPT) program. General practice is the cornerstone of the Australian health care system, and we believe that we offer the best training program in the world. Welcome to the application and selection process for the 2014 AGPT program.

The AGPT program is managed by General Practice Education and Training Limited (GPET) and delivered by a national network of regional training providers dedicated to supporting GP registrars as they embark on a career in general practice.

The 2014 cohort will be joining a system of education that is regionally delivered and focused, fosters innovation and is building an educationally integrated framework from undergraduate education through to prevocational and vocational training and continuing professional development.

The AGPT program meets the vocational training requirements of the Royal Australian College of General Practitioners (RACGP) and the Australian College of Rural and Remote Medicine (ACRRM).

Registrars commencing training in 2014 will be part of an Australia-wide program that offers extended links via the colleges, regional training providers, universities, Medicare Locals and others, to create a seamless environment for lifelong learning.

This publication contains all the information you need to help you submit your application via the AGPT website at www.agpt.com.au. While the information found here is true and correct at the time of printing, it may be subject to change and we encourage you to check the website regularly for up-to-date information about the selection process.

GPET wishes you success in the application and selection process and in your future career.



Associate Professor Richard Matthews
Chair
General Practice Education and Training Limited



Terminology used in this Guide

ACRRM	Australian College of Rural and Remote Medicine – www.acrrm.org.au
AGPT program	Australian General Practice Training program
AGPT Selection team	The AGPT Selection team is the section within GPET responsible for managing the application and selection related processes for entry into the AGPT program
AHPRA	Australian Health Practitioner Regulation Agency – www.ahpra.gov.au
AMA	Australian Medical Association
AMC	Australian Medical Council
AMG	Australian medical graduate. An applicant whose primary medical degree was obtained in Australia or New Zealand and who was an Australian or New Zealand permanent resident or citizen at the time of university enrolment
AMS	Aboriginal medical service
ARST	Advanced rural skills training. Undertaken as part of the Fellowship in Advanced Rural General Practice (FARGP)
ASGC-RA	Australian Standard Geographical Classification – Remoteness Area. A classification system which determines the remoteness of a location. A location's ASGC-RA classification and associated incentives can be determined by clicking on 'Search the map' at www.doctorconnect.gov.au
Community-based training	Training undertaken within the community and not within a hospital setting
FACRRM	Fellowship of the Australian College of Rural and Remote Medicine
FARGP	Fellowship in Advanced Rural General Practice
FGAMS	Foreign graduate of an accredited medical school. Applicants not born in Australia or New Zealand whose primary medical degree was obtained in Australia or New Zealand and who were temporary residents at the time of university enrolment
FRACGP	Fellowship of the Royal Australian College of General Practitioners
FTE	Full-time equivalence. The time registrars undertake different aspects of training on a part-time basis, which is used to compare full-time and part-time registrars
General practice	Where the term 'general practice' is used in this <i>Guide</i> it is (where the context permits) deemed to include rural and remote medicine
GPET	General Practice Education and Training Limited. A not for profit company wholly owned by the Australian Government, established to fund and manage the AGPT program
GPRA	General Practice Registrars Australia. A not for profit organisation that nationally represents the interests of GP registrars and supports them through training
GPRIP	General Practice Rural Incentives Program. Provides incentives for GPs and GP registrars to relocate and practise medicine in rural/remote communities or pursue a career in rural medicine
Intake	Applicants apply for the AGPT program during a specified time period. This time period is referred to as an intake. Applications will not be considered outside an intake
MMIs	Multiple Mini Interviews. As part of the National Assessment Centre process applicants rotate between six interview stations, answering a question at each station. These interviews assess an applicant's suitability for the AGPT program

NAC	National Assessment Centre. Where an eligible applicant undertakes the required assessments (SJT/MMIs) as part of their application for selection into the AGPT program. Attendance is mandatory for all applicants
NGPSA	National General Practice Supervisors' Association. An autonomous body representing GP supervisors within the AGPT program
OTD	Overseas-trained doctor (also referred to as an international medical graduate or IMG). An applicant whose primary medical degree was not obtained in Australia or New Zealand. The terms 'OTD' and 'IMG' are interchangeable
Practice ready	Practice ready refers to applicants who do not require further hospital based training and can begin core general practice/primary rural and remote training (within general practices) at the commencement of the 2014 training year
RACGP	Royal Australian College of General Practitioners – www.racgp.org.au
Ranking band	Applicants who attend a National Assessment Centre are scored and placed in one of ten bands to give each applicant an understanding of how they have performed compared to other applicants
Registrar	A doctor who is enrolled in the AGPT program
RPL	Recognition of prior learning
Section 19AB of the <i>Health Insurance Act 1973</i>	A statutory provision applicable to overseas-trained doctors (OTDs) and foreign graduates of an accredited medical school (FGAMS). For the purposes of the AGPT program, applicants subject to section 19AB are restricted to training on the rural pathway only
SJT	Situational Judgement Test. As part of the NAC process applicants sit a 100 min (50 multiple choice question) test which assesses suitability for the AGPT program
Total AGPT selection score	Applicants receive a total AGPT selection score comprised of both their SJT and MMI scores, both have equal weight (50%). The raw scores are converted to T scores and Z scores for standardisation and then reconverted to an applicant's total AGPT selection score
T score and Z score	Two statistical terms used in the process of standardising scores. Z scores are used when the population mean and population standard deviation are known; T scores are used when the population parameters are not known. Applicants' SJT and MMI scores are standardised using T scores and Z scores to determine their total AGPT selection score

How to use this Guide

The purpose of this *Guide* is to inform potential applicants of the application and selection process for the 2014 Australian General Practice Training (AGPT) program.

The *Guide* is split into five main sections, each with a separate colour coded border:

- **Green section = Australian General Practice Training Overview** – includes information about training qualifications; locations and pathways; remuneration and incentives; regional training provider (RTP) information; leave; extended skills; required hospital rotations; recognition of prior learning; and requirements of ADF doctors.
- **Blue section = Applying for the AGPT program – Stage One: Application and Eligibility Check** – includes information about eligibility requirements; information on section 19AB (the 10-year moratorium) and applicant category classification; a step-by-step guide on how to fill out the online application form; mandatory supporting documents for each applicant category; how to upload supporting documents; and certification specifications and photo requirements.
- **Orange section = Stage Two: National Assessment** – includes information about assessment criteria; how to nominate National Assessment Centre (NAC) preferences; frequently asked questions around the NAC; example questions for both the Situational Judgement Test (SJT) and Multiple Mini Interviews (MMIs); examples on how to read the preference distribution matrix; date of announcement of total AGPT selection scores; information on ranking bands; updating RTP preferences; and shortlisting.
- **Purple section = Stage Three: RTP Selection and Placement Offers** – includes possible RTP placement assessment formats; notification of training place offers and requests for feedback.
- **Grey section = Final Outcomes** – includes information about date of outcomes of applications; information for unsuccessful applicants to participate in future intakes; and complaints and appeals procedures.

Please refer to the table of contents for more details.

The sections are detailed for applicants in order of progression through the process: information on the AGPT program, online application, assessment and conclusion of the process.

Please read each section carefully to ensure you do not miss any important information regarding the AGPT application and selection process.

If you have any further questions about the AGPT selection process, please:

- (a) Refer to the FAQs section on the AGPT website at www.agpt.com.au
- (b) Contact the AGPT Selection team between 8.30am and 5pm AEST Monday to Friday on 1800 DR AGPT (1800 37 2478) or email selection@gpt.com.au or call +61 2 6263 6776 if calling from outside Australia.

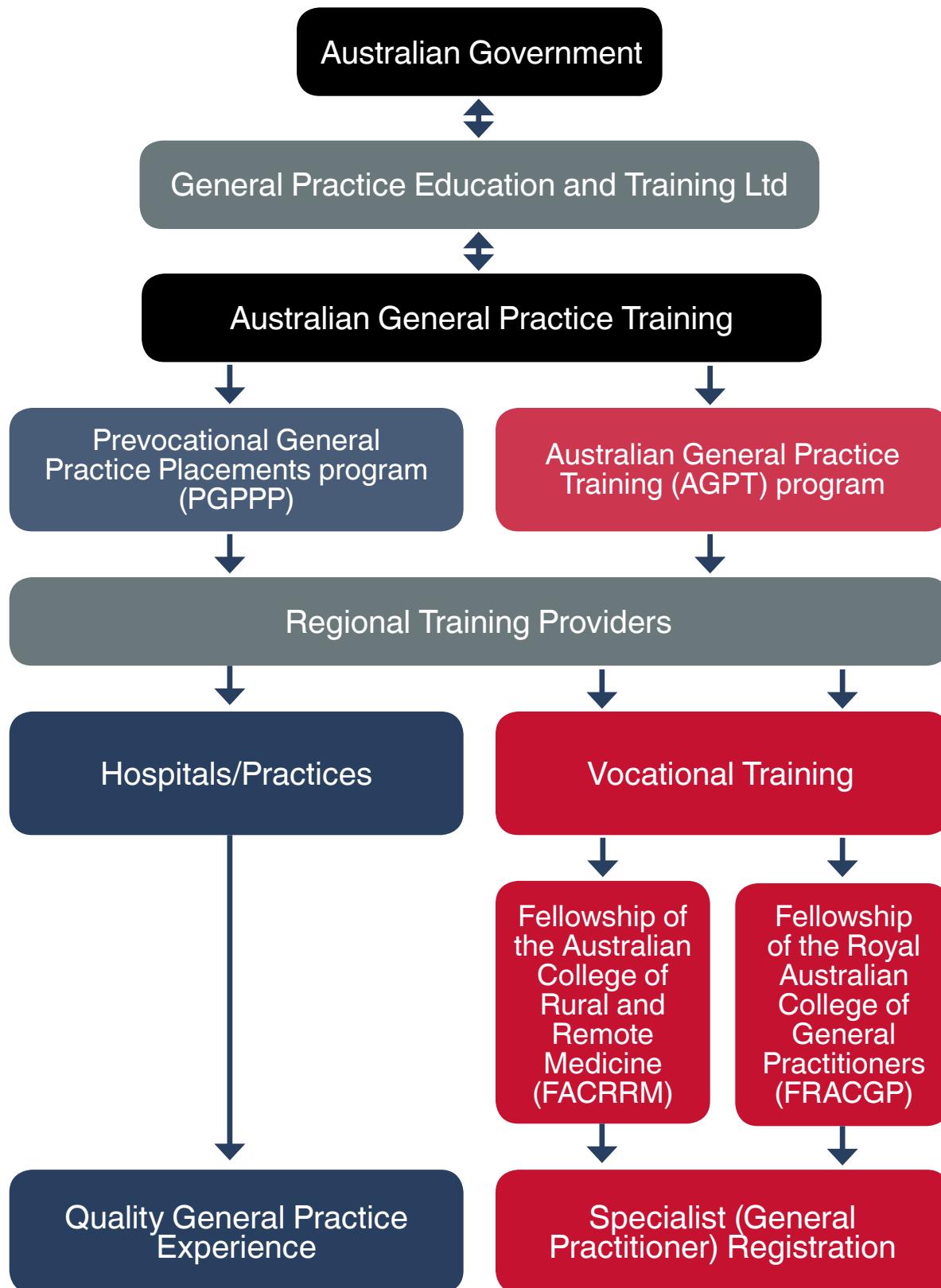
IMPORTANT NOTICE

Further information can be found in the FAQs, available at www.agpt.com.au

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General Practice Training Landscape



Australian General Practice Training Overview

The AGPT program is a world-class, postgraduate vocational training program for medical graduates wishing to pursue a career in general practice and/or rural and remote medicine in Australia.

The AGPT program is funded and managed by General Practice Education and Training Limited (GPET) – a not for profit company wholly owned by the Australian Government. The AGPT program is fully funded by the Australian Government and delivered by regional training providers (RTPs) on behalf of GPET.

The program involves a three to four year full-time commitment. During training, registrars acquire valuable practical experience in different training locations, including teaching hospitals, rural and urban practices, and specialised medical centres that provide health care for Aboriginal and Torres Strait Islander peoples and people from socially disadvantaged groups. Registrars can also acquire experience in extended skills/ advanced specialised training, procedural general practice and academic posts.

Training is conducted within accredited medical practices and hospitals and is supervised and assessed by accredited general practitioners. The training includes self-directed learning, regular face-to-face educational activities run by RTPs and in-practice education.

When applying for the AGPT program, applicants must consider their preferences for where they undertake their training and with which RTP. RTPs are contracted by GPET to provide registrars with the means to undertake the AGPT program. They are responsible for accrediting hospital posts, general practices and other medical facilities for the delivery of training and for placing registrars with these facilities to undertake their training. RTPs also provide registrars with personalised learning programs, education and training activities, networking opportunities and facilities and access to resources (see page 15 for a full list of RTPs).

Once accepted into the AGPT program, registrars must choose to train towards the Fellowship of the Australian College of Rural and Remote Medicine (ACRRM), the Fellowship of the Royal Australian College of General Practitioners (RACGP), or both. After completing all requirements of the ACRRM and/or RACGP, a registrar is eligible for the award of Fellowship of ACRRM (FACRRM) and/or Fellowship of RACGP (FRACGP) and, consequently, specialist (general practitioner) registration.

The respective colleges award the vocational end points of training (FRACGP and/or FACRRM) and are responsible for setting the curriculum and professional vocational training standards, assessment, certification and continuing professional development. The two colleges accredit RTPs for the delivery of their college training programs.

Training

The AGPT program supports three fellowships, outlined below, only two of which lead to specialist (general practitioner) registration (FACRRM and FRACGP).

FRACGP/FACRRM Training Qualifications

The AGPT program is primarily designed to prepare registrars to achieve the Fellowship of the Royal Australian College of General Practitioners (FRACGP) and/or the Australian College of Rural and Remote Medicine (FACRRM) and, as a result, gain specialist (general practitioner) registration with the Australian Health Practitioner Regulation Agency (AHPRA). Prerequisites for eligibility for FRACGP and/or FACRRM, and specialist (general practitioner) registration, are:

- Satisfactorily completing the required period of training
- Satisfactorily meeting the education requirements of training
- Passing the RACGP and/or ACRRM college examination(s)/assessment(s).

Deciding which fellowship to undertake is a personal decision. GPET recommends that doctors considering applying for the AGPT program contact both colleges, as well as their preferred RTP, to discuss options and determine the best fit for their learning and training style, career plans and the skill set they wish to attain.

Training timeframe

FRACGP

Registrars who choose to train towards the FRACGP are required to complete three years of training. This time may be reduced through recognition of prior learning (RPL) (see page 20). Registrars can also choose to undertake an optional fourth year of advanced rural skills training (ARST) as part of the RACGP's Fellowship in Advanced Rural General Practice (FARGP), see below.

For further information on the FRACGP please visit www.racgp.org.au

FACRRM

Registrars who choose to train towards the FACRRM are required to complete four years of training, which may also be reduced through RPL.

The FACRRM curriculum is specifically designed for doctors practising in rural and remote settings. However, both the FRACGP and the FACRRM lead to specialist (general practitioner) registration and the ability to work independently anywhere in Australia.

For further information on the FACRRM please visit www.acrrm.org.au

Dual fellowship

Registrars are able to undertake dual fellowships with both RACGP and ACRRM concurrently. For further information please contact your preferred RTP.

Fellowship in Advanced Rural General Practice

RTPs also support training for the award of Fellowship in Advanced Rural General Practice (FARGP), which is offered by the RACGP. This award aims to better equip doctors to practise independently, safely and competently across a range of rural and remote settings.

Registrars must complete the additional requirements designated by the RACGP to be eligible for the FARGP. Visit <http://www.racgp.org.au/fargp> for more information.

Australian General Practice Training 2014



* Credit given for AGPT program training already undertaken towards one Fellowship, prior to undertaking a second or third Fellowship

† Can be achieved in dual accredited practices or posts

‡ Leading to specialist (general practitioner) registration

Disclaimer: This is a linear presentation; training units in years two to four may not have to be undertaken in the order shown. Doctors are advised to contact their preferred RTP to discuss training options.

Training Locations and Pathways

AGPT applicants must elect to train on either the rural pathway or the general pathway. These pathways determine the area where they will train, not the content of their general practice training. Most RTPs offer both general and rural pathways. Rural pathway registrars have some restrictions as to where they can be placed during training.

The pathway system assists the Australian Government in ensuring that at least fifty per cent of the AGPT program is delivered in rural areas.

A registrar's training pathway has no implications on where they can later work as a fellowed GP with specialist (general practitioner) registration. Duration of training is dependent on a registrar's choice of college vocational program (FRACGP/FACRRM) and prior experience, **not** their choice of pathway.

Training locations and distribution of training placements across an RTP's region is managed by the individual RTP to ensure appropriate workforce outcomes are achieved.

Some overseas-trained or overseas-born doctors affected by section 19AB of the *Health Insurance Act 1973* (also known as the 10-year moratorium) must train on the rural pathway and are ineligible for the general pathway. Section 19AB restricts access to Medicare benefits and requires overseas-trained doctors (OTDs) and foreign graduates of accredited medical schools (FGAMS) to work in a district of workforce shortage for 10 years in order to access Medicare benefit arrangements. This restriction is generally for a period of 10 years (and may be scaled to five years depending on remoteness) starting from the time the doctor first becomes registered with the Medical Board of Australia. For more information see 'Section 19AB of the *Health Insurance Act 1973*' on pages 26-27 or visit www.doctorconnect.gov.au go to 'First steps' and click on 'Medicare provider number legislation'.

Australian Standard Geographical Classification – Remoteness Area system

The Australian Standard Geographical Classification – Remoteness Area (ASGC-RA) system was developed in 2001 by the Australian Bureau of Statistics (ABS). As a statistical geography structure, it allows quantitative comparisons between 'city' and 'country' Australia. The purpose of the system is to classify data from census collection districts into broad geographical categories, called Remoteness Areas (RA). The RA categories are defined in terms of 'remoteness' – the physical distance of a location from the nearest urban centre (access to goods and services) based on population size. The ASGC-RA system is updated each census. The last update occurred on 8 November 2007 with 2006 census data.

Registrars on the general pathway may train in RA1-5 locations. Registrars on the rural pathway must train in RA2-5 locations.

Registrars subject to section 19AB of the *Health Insurance Act 1973* must train on the rural pathway unless an exemption is granted by the Health Minister. For further information refer to page 26.

RA Classification	RA Category	General pathway	Rural pathway
RA1	Major cities of Australia	✓	Not permitted
RA2	Inner regional Australia	✓	✓
RA3	Outer regional Australia	✓	✓
RA4	Remote Australia	✓	✓
RA5	Very remote Australia	✓	✓

For more information about how the ASGC-RA categories are calculated or to look up the RA classification of a location, please visit www.doctorconnect.gov.au and click on 'Search the map'.

General pathway

The general pathway is for doctors who wish to train primarily in metropolitan areas. However, doctors on the general pathway can train in Australian Standard Geographical Classification – Remoteness Areas (RA) 1-5 locations (see page 10).

General pathway registrars are required to fulfil a 12-month general pathway training obligation. This can be done by completing one of the four following options:

1. 12 months training in a rural location classified as RA2-5
2. 12 months training in an outer metropolitan location
3. 12 months training in a non-capital city classified as RA1
4. 12 months training comprising two of the following:
 - six months training in a rural location classified RA2-5
 - six months training in an outer metropolitan location
 - six months training in a non-capital city classified RA1
 - six months training in an Aboriginal and Torres Strait Islander health training post in an Aboriginal medical service.

For further information see the *Training Location Obligations and Incentives Policy 2010* at www.agpt.com.au

Doctors undertaking the general pathway can pursue the FRACGP and/or FACRRM. However, the Primary Rural and Remote Training component of the FACRRM training program (see 'FACRRM Qualification' *Australian General Practice Training 2014*, page 9), is delivered in RA3-5 locations. Core Clinical Training and Advanced Specialised Training may be approved to be undertaken in RA1-2 locations.

Rural pathway

The rural pathway is for doctors who wish to undertake the majority of their training in rural and remote areas of Australia. Doctors on the rural pathway must train in RA2-5 locations (see page 10).

The rural pathway offers registrars a range of benefits and opportunities (e.g. procedural training) commensurate with the work of rural general practice. Doctors who are offered an AGPT place on the rural pathway can elect to enrol in the FRACGP and/or FACRRM.

Overseas-trained or overseas-born doctors who are subject to section 19AB of the *Health Insurance Act 1973* (the 10-year moratorium) and have not been granted an exemption are required to train on the rural pathway. For more information see page 26-27 or visit www.doctorconnect.gov.au go to 'First steps' and click on 'Medicare provider number legislation'.

Remuneration and Incentives

Remuneration during training

During their first year of hospital training, registrars are paid according to the appropriate awards for junior medical officers.

During the first 12 months of community-based training, registrars are employed by training practices and the terms and conditions of employment are outlined in a document entitled *National Minimum Terms and Conditions for GPT 1 and GPT 2 Registrars*. This document is developed by General Practice Registrars Australia (GPRA), the National General Practice Supervisors' Association (NGPSA) and the Australian Medical Association (AMA) and is available on the GPRA website at www.gpra.org.au

After the first 12 months of community-based training, registrars negotiate their own terms and conditions as part of the transition towards becoming independent practitioners.

While registrars are responsible for negotiating their own terms and conditions, registrars who feel they need assistance should seek advice from registrar liaison officers, their RTP or GPRA before approaching practices.

The AGPT Selection team is unable to provide further advice on training remuneration; further questions should be directed toward your preferred RTP and/or GPRA.

Incentives

The following incentives promote careers in outer metropolitan, rural and remote areas.

General Practice Rural Incentives Program

The General Practice Rural Incentives Program (GPRIP) aims to promote careers in rural medicine and increase the number of doctors in rural and remote communities in the long term. GPRIP comprises of three components: a registrar component, a GP component, and the Rural Relocation Incentive Grant (RRIG). The registrar component provides incentive payments to registrars in the AGPT program (rural or general pathway).

All registrars practising in an RA2-5 location (see page 10), after the mandatory hospital year, are eligible for the registrar component of GPRIP. Incentive payments are scaled depending on the length of time a registrar trains in a rural location, the remoteness of the location and the full time equivalence (FTE) of services provided.

Upon fellowship, registrars may receive incentive payments under the GP component of GPRIP if they continue to practise in rural locations.

For more information about GPRIP call the Medicare Australia Helpline: 1800 010 550 or visit the Rural and Regional Health Australia website at www.ruralhealthaustralia.gov.au go to 'RHWS Incentives' and click on 'The programs'.

Outer metropolitan incentives

Outer metropolitan incentives are available for general pathway registrars undertaking at least 12 months training in an outer metropolitan location.

A general pathway registrar training with a practice in an outer metropolitan area will receive a one-off payment of \$2,500 for a 12-month placement (incentives are not available for placements of less than 12 months). The payment will normally be made at the commencement of the second half of the 12-month placement period.

Registrars undertaking part-time training will receive a pro-rata equivalent payment calculated by their RTP.

Registrars training in outer metropolitan locations other than RA1 will be eligible for the GPRIP registrar component instead of the outer metropolitan incentives.

To find an outer metropolitan location please use the DoctorConnect map by visiting www.doctorconnect.gov.au and clicking on 'Search the map'. For further information regarding outer metropolitan incentives read the *Training Location Obligations and Incentive Policy 2010* available on the AGPT website: www.agpt.com.au

HECS Reimbursement Scheme

Participants in the HECS Reimbursement Scheme are able to apply to have their HECS fees, for the study of medicine, reimbursed for each year of training undertaken or service provided in designated rural and remote areas of Australia. Eligible areas are RA2-5 locations (see page 10). Payments to eligible participants will be scaled by remoteness according to the RA classification of the locality they are training in or providing services in.

ASGC-RA	Number of years to receive full reimbursement entitlement
RA2 – Inner regional Australia	5 years
RA3 – Outer regional Australia	4 years
RA4 – Remote Australia	3 years
RA5 – Very remote Australia	2 years

Please note: Some recipients of scholarships may be ineligible for the HECS Reimbursement Scheme.

For further information on the HECS Reimbursement Scheme, including eligibility requirements, visit <http://www.health.gov.au/hecs> or call Medicare on 1800 010 550.

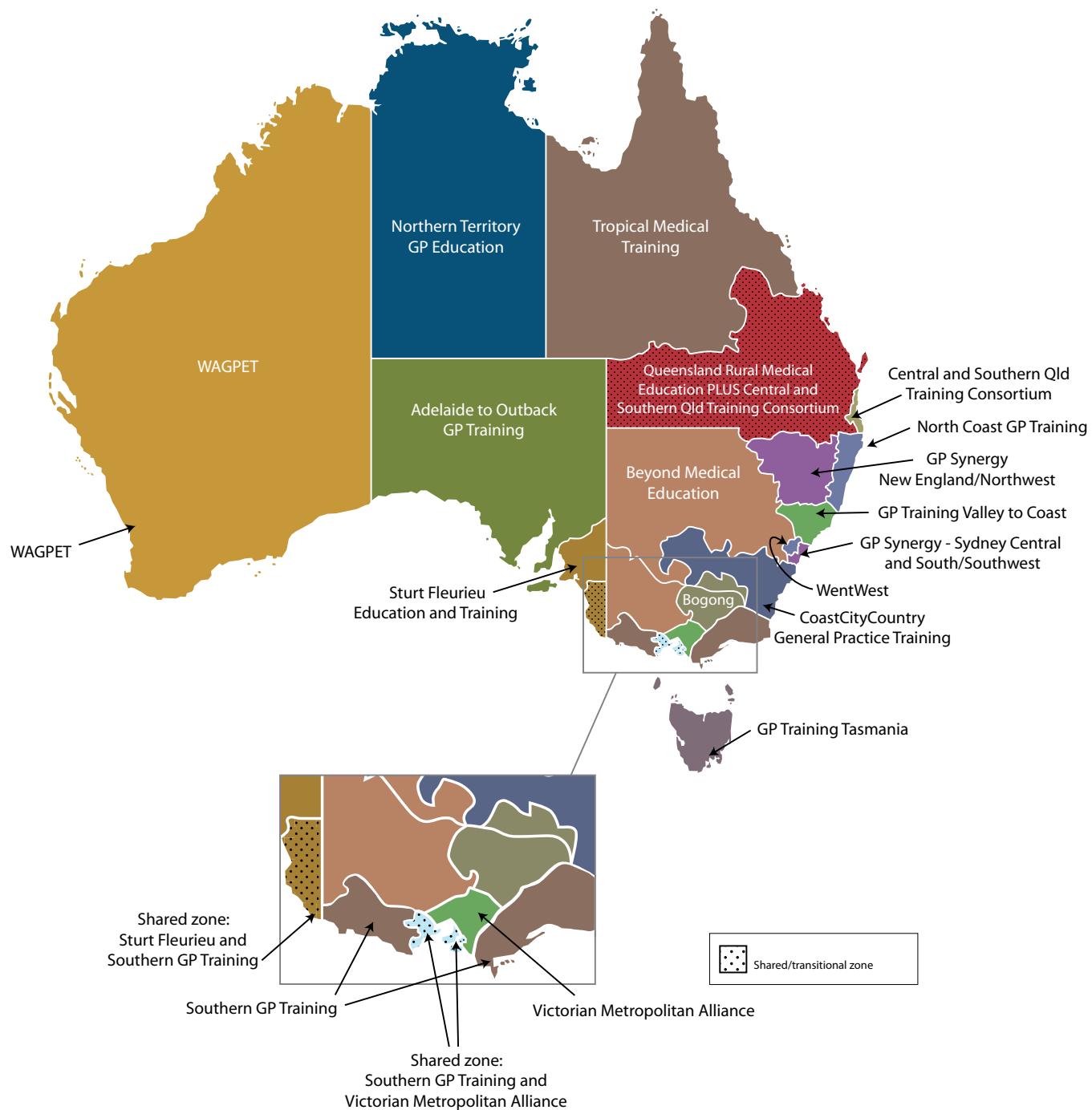
Other grants or incentive programs

Other grants or incentive programs may be available to registrars via the colleges, for more information visit www.acrrm.org.au or www.racgp.org.au



Regional Training Providers

GPET contracts with RTPs across Australia. Each RTP is responsible for managing applicants' training, training locations and distributions of training placements across their region.



IMPORTANT NOTICE

Some areas of Australia are designated 'shared' or 'transitional' zones. These areas are currently shared by or in transition between RTPs. For further information on training in these areas please contact the relevant RTPs directly.

Regional training provider contacts

Australian Capital Territory/New South Wales

Beyond Medical Education (NSW and Victoria)
 W: www.beyondmedical.com.au
 T: (02) 6334 4359 or (03) 5441 9300

Bogong Regional Training Network (NSW and Victoria)
 W: www.bogong.org.au
 T: (02) 6057 8600
 E: bogong@bogong.org.au

Coast City Country General Practice Training (ACT and NSW)
 W: www.ccctraining.org
 T: (02) 6923 5400
 E: admin@ccctraining.org

General Practice Training Valley to Coast (NSW)
 W: www.gptvtc.com.au
 T: (02) 4968 6753
 E: gptraining@gptvtc.com.au

GP Synergy (Sydney and northern NSW)
 W: www.gpsynergy.com.au
 T: (02) 9818 4433
 E: info@gpsynergy.com.au

North Coast GP Training (northern NSW)
 W: www.ncgpt.org.au
 T: (02) 6681 5711
 E: info@ncgpt.org.au

WentWest (western Sydney)
 W: www.wentwest.com.au
 T: (02) 8811 7100
 E: wentwest@wentwest.com.au

Northern Territory

Northern Territory General Practice Education
 E: www.ntgpe.org
 T: (08) 8946 7079
 E: reception@ntgpe.org

Queensland

Central and Southern Queensland Training Consortium
 W: www.csqtc.qld.edu.au
 T: (07) 3552 8100
 E: csqtc@csqtc.qld.edu.au

Queensland Rural Medical Education
 W: www.qrme.org.au
 T: (07) 4638 7999

Tropical Medical Training
 W: www.tmt.org.au
 T: (07) 4729 5000

South Australia

Adelaide to Outback GP Training Program
 W: www.adelaidetoutback.com.au
 T: (08) 8366 3100
 E: info@adelaidetoutback.com.au

Southern GP Training (SA and Victoria)
 W: www.southerngptraining.com.au
 T: (03) 5132 3100 or (03) 5562 0051
 E: east@sgpt.com.au or west@sgpt.com.au

Sturt Fleurieu Education and Training
 W: www.sfet.com.au
 T: (08) 8172 7600
 E: sturt.fleurieu@sfet.com.au

Tasmania

General Practice Training Tasmania
 W: www.gptt.com.au
 T: (03) 6215 5000
 E: enquiries@gptt.com.au

Victoria

Beyond Medical Education (Victoria and NSW)
 W: www.beyondmedical.com.au
 T: (03) 5441 9300 or (02) 6334 4359

Bogong Regional Training Network (Victoria and NSW)
 W: www.bogong.org.au
 T: (02) 6057 8600
 E: bogong@bogong.org.au

Southern GP Training (Victoria and SA)
 W: www.southerngptraining.com.au
 T: (03) 5562 0051 or (03) 5132 3100
 E: west@sgpt.com.au or east@sgpt.com.au

Victorian Metropolitan Alliance
 W: www.vma.com.au
 T: (03) 9822 1100

Western Australia

Western Australia General Practice Education and Training
 W: www.wagpet.com.au
 T: (08) 9473 8200
 E: admin@wagpet.com.au

Training Options and Policies

Please note: All policies mentioned on this page can be found at www.agpt.com.au

Deferring commencement of training

The AGPT program begins in January or February each year; start dates are determined by the individual RTPs.

Generally, deferral of commencement of training is not permitted and will only be considered in exceptional circumstances or in line with legislated requirements (e.g. maternity or parental leave). Please refer to the *Leave Policy 2010* for further information.

Part-time training provision

Registrars commence their training full time. Registrars can apply to their RTP to undertake all or part of their training on a part-time basis. Although the hospital year is normally undertaken full time, all other components of the AGPT program may be undertaken on a part-time basis, subject to approval by a registrar's RTP and GPET. Please refer to the *Full Time Equivalence Policy 2010* for further information.

Transfers

Transfers between RTPs and between general and rural pathways are only available in some circumstances and only with the agreement of the RTPs and GPET. While strict restrictions apply within the first six months of the program, transfers at any stage of training cannot be assumed and will be considered on a case-by-case basis. Please refer to the *Transfer Policy 2010* for further information.

Leave from training

Leave from the program is restricted and subject to RTP approval. Please refer to the *Leave Policy 2010* and consider the restrictions that apply.

Vocational training outside the AGPT program

Registrars are able to engage in training outside the AGPT program after successful completion of one of the following AGPT terms:

- Six months core general practice training
- Six months primary rural and remote training
- Six months extended skills training
- Six months advanced specialised training.

(See *Australian General Practice Training 2014*, page 9 for more information on the AGPT program training units.)

In addition, a registrar's secondary vocational training must:

- Not compromise their AGPT program training
- Be approved in advance by their RTP
- Be supported by their medical educator and incorporated into the learning plan
- Complement their learning needs and career aspirations.

For full details on concurrent training read the *Training outside of AGPT policy* (effective 1 January 2012).

Extended Skills/Advanced Specialised Training

Training posts

Within the AGPT program there are numerous opportunities to undertake training posts in areas of extended skills/advanced specialised training. For many GPs this may lead to subspecialisation and attainment of a variety of qualifications. The following is a list of just some of the training post options available to AGPT registrars:

- Aboriginal and Torres Strait Islander health
- Academic general practice
- Anaesthetics
- Palliative care
- Mental health
- Sexual health
- Emergency medicine
- Obstetrics and gynaecology
- Women's/Men's health
- Sports medicine
- Tropical medicine
- Paediatrics.

To find out more about training post opportunities speak to your preferred RTP or visit the AGPT website: www.agpt.com.au

Aboriginal and Torres Strait Islander health training

Aboriginal and Torres Strait Islander health is an important aspect of general practice training. GPET, together with the RTPs and colleges, works in consultation with the Aboriginal Community Controlled Health Sector to contribute to the Council of Australian Government's 'Closing the Gap' initiatives.

All AGPT registrars must meet the requirements of the Aboriginal and Torres Strait Islander Health Curriculum Statement (contained in the ACRRM and RACGP curricula) as a completion of training requirement. However, AGPT registrars are encouraged and supported to undertake further dedicated training in this area.

During training, registrars can choose to undertake an AGPT accredited Aboriginal and Torres Strait Islander health training post. These posts are located in Aboriginal medical services and state and territory government health services, in metropolitan, rural and remote areas.

Benefits of an Aboriginal and Torres Strait Islander health training post

- The opportunity to experience a unique training environment within the context of comprehensive holistic primary health care
- Gain 'real world' clinical experiences by treating Aboriginal and Torres Strait Islander patients presenting significant common and uncommon conditions, which exemplify general practice
- Experience a unique cultural immersion
- Focus on population-based public health
- Make a difference to a community
- Work towards becoming a clinically and culturally competent GP.

To find out more about these posts visit the AGPT website at www.agpt.com.au or speak to your preferred RTP (see page 15).

Academic posts

The everyday practice of GPs is based on evidence. GPs and GP registrars need to be able to filter, critically appraise, interpret and apply the myriad of information available to them. The AGPT program appreciates this need and seeks to up-skill registrars in the areas of research and critical thinking.

The AGPT program offers the opportunity to undertake salaried training for a period of 12 months part-time, in an academic post. During an academic post, AGPT registrars develop skills in research, teaching, project work and critical evaluation of research relevant to the discipline of general practice. These skills will be of use throughout their careers and will contribute to knowledge exchange and development.

Some examples of previous academic post projects include:

- *Malnutrition in Children Six Months to Three Years Old in Cape York Communities: Impact of Alcohol Management Plans – A Prevalence Study*
- *Do rural cancer patients present later than those in the city?*
- *Impact of pneumococcal conjugate vaccine on severe pneumococcal disease requiring hospitalisation in South Australian children*
- *Exploring the barriers and enablers to effective provision of refugee primary health care*
- *The current state of Top End Northern Territory Aboriginal food gardens. What is working and what is not?*

Academic posts offer the opportunity to:

- Contribute to the evidence on which general practice is based
- Acquire quality, supported experience in research and teaching
- Attend funded workshops and conferences
- Publish work in professional journals and present at conferences
- Help build the foundation to become a GP academic supervising university research, become a medical educator, or undertake a PhD.

To find out more about academic general practice visit the AGPT website at www.agpt.com.au or contact the AGPT Academic Education Support team at academic@gpt.com.au

Training Requirements

General requirements

Successful AGPT applicants will begin active training with their nominated RTP at the beginning of the training year. Applicants should contact their preferred RTP for advice on potential placements for 2014, particularly if they wish to commence training in general practice placements.

AGPT registrars are required to participate in a range of educational activities and regularly receive feedback on their progress.

More information about the training requirements and curriculum of both colleges is available on their respective websites at www.acrrm.org.au and www.racgp.org.au

Mandatory hospital rotations

Certain hospital rotations must be completed by doctors in PGY1 and 2, or later. These rotations need to be completed prior to the commencement of the second year of the AGPT program (see 'Year Two', *Australian General Practice Training 2014*, page 9). The rotations fall into two groups:

1. Intern-required rotations leading to general registration.
2. College (RACGP and ACRRM) required rotations.

The college-required rotations do **not** need to be completed prior to application and entry into the AGPT program. The following list provides a guide to the mandatory rotations required. However, please visit the relevant websites below for detailed information.

Intern-required rotations (PGY1)	=	<ul style="list-style-type: none"> ■ Medicine (10 weeks minimum) ■ Surgery (10 weeks minimum) ■ Accident and emergency (8 weeks minimum) 		
College-required rotations	=	<table border="1"> <tr> <td style="text-align: center; padding: 5px;">  RACGP* <ul style="list-style-type: none"> ■ Paediatrics ■ Three rotations of choice relevant to general practice <p>For further details on relevant rotations, contact the RACGP</p> </td><td style="text-align: center; padding: 5px;"> ACRRM† <ul style="list-style-type: none"> ■ Paediatrics ■ Obstetrics and gynaecology ■ Anaesthetics <p>Alternatives are available if rotations are not met</p> </td></tr> </table>	 RACGP* <ul style="list-style-type: none"> ■ Paediatrics ■ Three rotations of choice relevant to general practice <p>For further details on relevant rotations, contact the RACGP</p>	ACRRM† <ul style="list-style-type: none"> ■ Paediatrics ■ Obstetrics and gynaecology ■ Anaesthetics <p>Alternatives are available if rotations are not met</p>
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Note: this information is correct at time of publication

Further information on mandatory hospital rotations

For more information on intern-required rotations please view:

- The *Australian Medical Students' Association Intern and Resident's Guide 2012* at www.amsa.org.au and click on 'Publications'
- The Medical Board of Australia website – www.medicalboard.gov.au
- The relevant postgraduate medical council for your state or territory via the Confederation of Postgraduate Medical Councils website – www.cpme.org.au

For more detailed information on college-required rotations please view:

- ACRRM – *Core Clinical Training Policy* at <https://www.acrrm.org.au/operational-policies>
- RACGP – *General Practice: Connecting the dots for students and junior doctors* at <https://www.racgp.org.au/becomingagp/students>

* *RACGP paediatric requirements* – paediatric experience may be achieved through a term in an approved post in an accredited hospital with child and adolescent health experience that includes a high proportion of paediatric emergency attendances with appropriate supervision. If this is not possible, the requirement may be met in alternate ways. For further information, visit the RACGP website (www.racgp.org.au) or phone 1800 626 901.

† *ACRRM requirements* – if a paediatric term has not been achieved further experiences in an emergency department where children present for treatment will meet this requirement. Obstetrics and gynaecology and anaesthetics skills may be obtained while completing subsequent stages of training. For further information visit the ACRRM website <https://www.acrrm.org.au/operational-policies>

Recognition of prior learning

Recognition of prior learning (RPL) can reduce registrars' overall time in the AGPT program. RPL is assessed by the relevant college censors, not the AGPT Selection team. RTPs will assist registrars to complete their RPL applications.

Applications for RPL should be made in the first year of training, not prior, and submitted through the RTP to the relevant college for assessment.

IMPORTANT NOTICE



Generally RPL is only applicable to experience gained after receiving general medical registration in Australia.

RPL will only be assessed once registrars have commenced training in the AGPT program, not prior.

RPL is a complex process; the AGPT Selection team is unable to provide specific advice in regard to RPL. Applicants wishing to discuss RPL should contact the relevant college: RACGP – www.racgp.org.au or ACRRM – <https://www.acrrm.org.au/vocational-training>

Hospital rotations letters

All applicants are requested to submit hospital rotation letters from any hospital rotations undertaken in Australia and New Zealand. Applicants' hospital rotation letters will be used by RTPs for RPL applications to determine whether an applicant is 'practice ready' and can begin core general practice/primary rural and remote training in their first year in the AGPT program and to assist RTPs in allocating training placements.

Applicants are asked, wherever possible, to supply hospital rotation letters from internship to present day from:

- Hospitals within Australia and New Zealand
- Overseas hospitals, if applicable.

For more detailed information please contact your preferred RTP.

Hospital rotation letters can be uploaded after application submission through the applicant portal (see page 29).



IMPORTANT NOTICE

If you are unable to provide hospital rotation letters, please contact your preferred RTP to discuss your individual circumstances.

Hospitals have advised that it may take up to two weeks to provide rotation letters following a request.

Applying as an Australian Defence Force doctor

All RTPs can accommodate Australian Defence Force (ADF) doctors. ADF registrars are required to undertake a period of full-time civilian general practice training. Other training can be undertaken in a combination of civilian and military posts.

ADF doctors applying for the AGPT program are encouraged to speak to their preferred RTP to discuss training options. Because of the service demands on ADF registrars it is recommended that, where possible, they undertake a full-time civilian core general practice or primary rural and remote unit (see *Australian General Practice Training 2014*, page 9) during their post-intern year. Ideally, to meet the general service requirements placed on ADF registrars, this unit would be undertaken in a rural setting to provide the registrar with more exposure to the differing responsibilities rural general practice and/or rural and remote medicine entails, including:

- Decision-making
- Leadership
- Autonomy
- Teamwork
- Coordination skills
- Procedural skills.

For more information regarding general practice in the ADF see *Training for Registrars who are Full-time Members of the Australian Defence Force Policy 2008* at www.agpt.com.au or contact:

SO1 Training Systems Development
MOPCDC Secretariat
CP3-6-162
Campbell Park Offices
PO Box 7911
CANBERRA ACT 2600
Ph: (02) 6266 4176

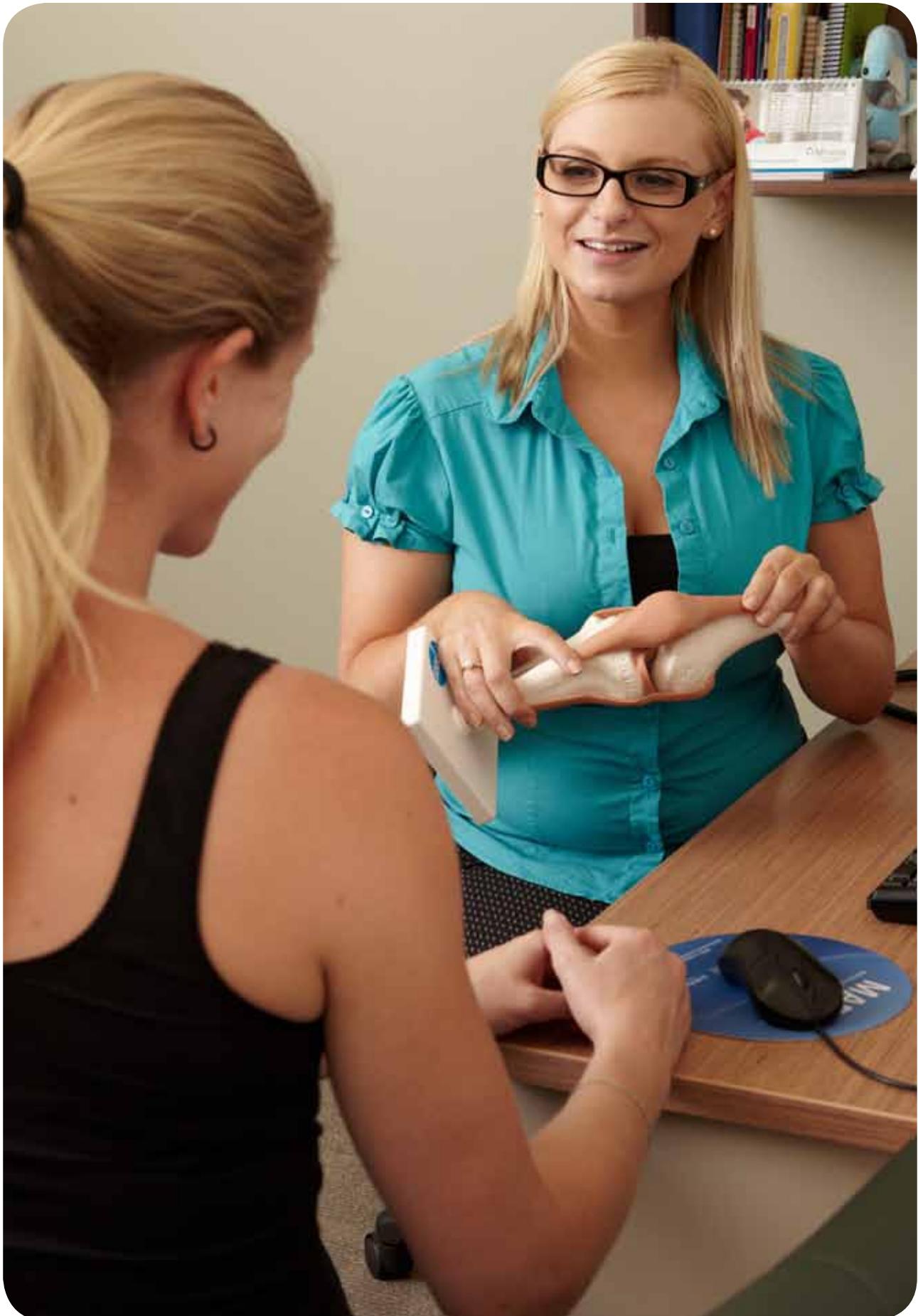
IMPORTANT NOTICE



Applicants who are full time members of the Australian Defence Force (ADF) may be required to relocate around Australia depending on ADF service requirements.

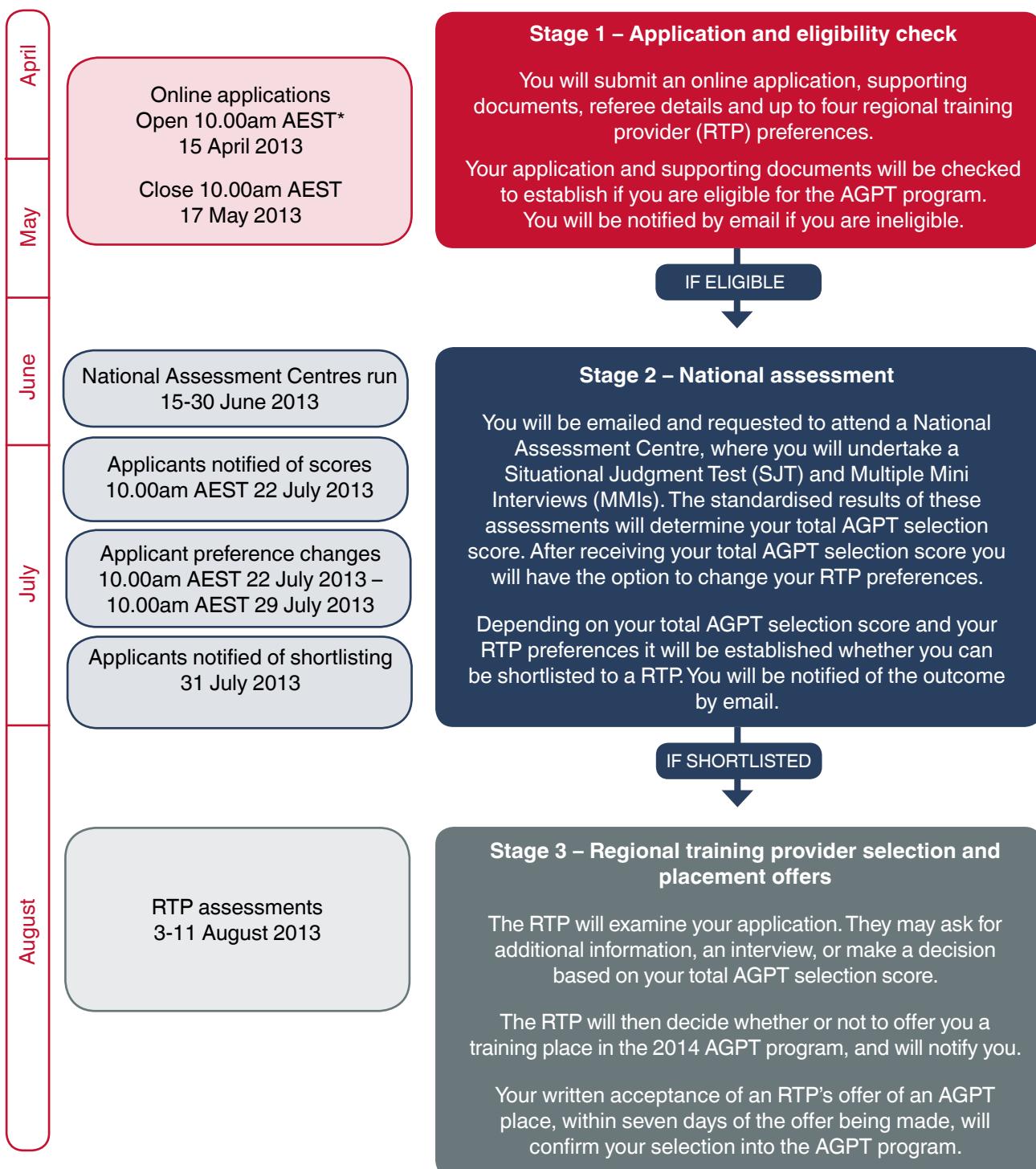
ADF applicants are also required to inform the ADF Directorate of Military Medicine of their intention to apply for the AGPT program. Please email bronwyn.ferrier@defence.gov.au or telephone (02) 6266 4176.

ADF applicants must complete all stages of the AGPT application and selection process. ADF applicants will not be shortlisted for RTP placement assessments if all stages have not been completed.



Applying for the AGPT Program – Stage One: Application and Eligibility Check

Key Dates for Application and Selection – AGPT 2014



All correspondence from the AGPT Selection team will be via email. Applicants must have access to their email throughout the entire selection process.

Applicants will be notified by the end of August 2013 as to whether or not they have been successful in obtaining a training place in the 2014 AGPT program.

*Australian Eastern Standard Time (i.e. Sydney time)

Formal Enrolment Requirement Checklist

Applicants for the 2014 AGPT program must meet all of the following requirements before being eligible to commence training at the start of the 2014 training year.

Application requirements – you must:

- Have a valid and reliable email address
- Have general registration with the Australian Health Practitioner Regulation Agency (AHPRA)
- Not be currently enrolled in the AGPT program or the Remote Vocational Training Scheme (RVTS)
- Not be enrolled in any other specialist training programs without meeting all conditions detailed in the *Training Outside of AGPT Policy 2010* (effective 1 January 2012) at www.agpt.com.au
- Not provide any false or misleading information in your application.

Training requirements – you must:

- Have given a commitment to complete the requirements of training, under the *National Minimum Terms and Conditions for GPT1 and GPT 2*, available at www.gpra.org.au
- Have given a commitment to complete any RTP required training
- Be able to commence active training in a required training unit
- Be prepared to undertake the training placements offered by the RTP
- Be able to complete the training in the required time (pro rata time for registrars training part-time with the approval of their RTP).

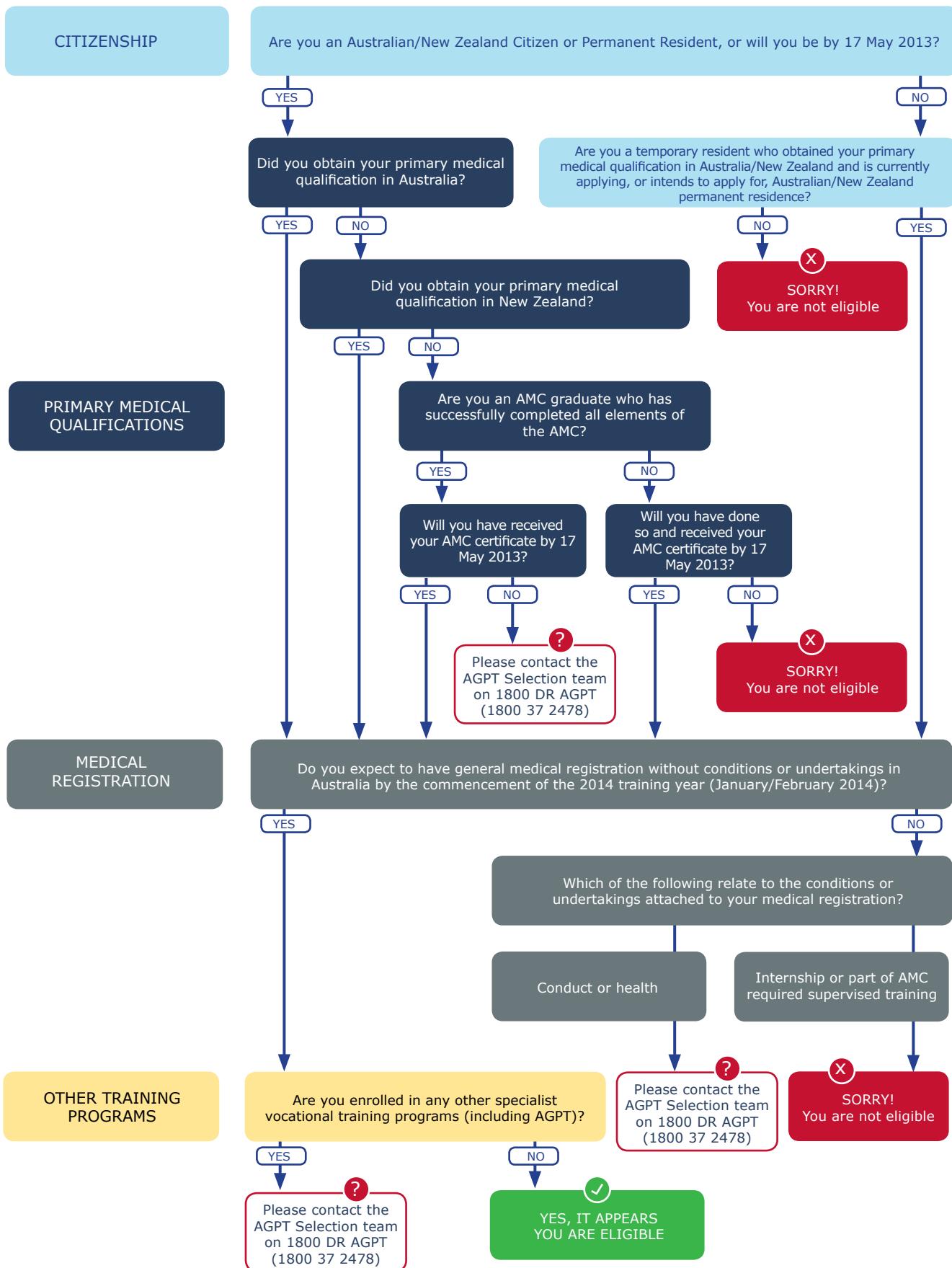
Other requirements – you must:

- Provide assurance that professional services provided in general practice training placements will attract Medicare benefits. OTDs and FGAMS may be restricted to working in rural areas when accessing Medicare during training
- Provide consent to the exchange of personal information with various parties, including Medicare Australia, the Department of Health and Ageing, RTPs, RACGP, ACRRM, AHPRA, Health Workforce Australia and Rural Health Workforce Australia
- Have full medical indemnity insurance
- Not be a Fellow of the RACGP (FRACGP) or ACRRM (FACRRM)
- Not have specialist (general practitioner) registration, or be eligible for specialist (general practitioner) registration, or currently be undertaking the AGPT program or any other speciality training pathway leading to specialist (general practitioner) registration.

For further information about enrolment requirements, please contact the AGPT Selection team on 1800 DR AGPT (1800 37 2478), Monday to Friday 8.30am–5pm AEST.

Program Eligibility Guide – AGPT 2014

The flowchart below will help determine if you are eligible to apply for the 2014 AGPT program



Section 19AB of the *Health Insurance Act 1973*

Section 19AB of the *Health Insurance Act 1973* (*the Act*), prescribes a 10-year moratorium for some doctors seeking to practise in Australia. This Australian Government policy restricts access to Medicare benefits and requires overseas-trained doctors (OTDs) and foreign graduates of an accredited medical school (FGAMS) to work in a district of workforce shortage for 10 years in order to access Medicare arrangements. Section 19AB applies for a period of 10 years from the date a doctor first gains medical registration in Australia, which includes provisional or limited registration.

When applying for the AGPT program, applicants must nominate either the general or rural pathway for each RTP preference. However, doctors who are subject to section 19AB are restricted from the general pathway.

If you are subject to section 19AB you can only select rural pathway preferences.

Please check the *General/Rural Pathway Eligibility Guide – AGPT 2014* on page 27 to determine if you are subject to section 19AB. If a doctor has been registered in Australia for more than 10 years, but has not gained Australian or New Zealand citizenship or permanent residency, they remain subject to section 19AB. The moratorium is lifted when the doctor obtains Australian or New Zealand citizenship or permanent residency.

The AGPT Selection team is only able to shortlist you to a general pathway training place after receiving definitive evidence that you are not subject to section 19AB, or hold a letter of exemption from the Health Minister. For more information see *Health Insurance (Section 19AB Exemptions) Guidelines 2012* subsection 3 by visiting www.comlaw.gov.au and searching 'Section 19AB Guidelines'.

If you are unsure about your moratorium status, refer to the *General/Rural Pathway Eligibility Guide – AGPT 2014* on page 27, or contact the Department of Health and Ageing (DoHA) at 19AB@health.gov.au or visit their website at www.health.gov.au

Moratorium scaling

Doctors subject to section 19AB can reduce their moratorium time requirements (currently 10 years) by up to five years, depending on the Remoteness Area (RA) classification (see page 10) of the location where they practise. For detailed information visit www.doctorconnect.gov.au go to 'First steps' and click on 'Medicare provider number legislation'.

If you require detailed information about your individual circumstances in relation to section 19AB, including your eligibility for an exemption please contact the Department of Health and Ageing Workforce Regulation section by emailing 19AB@health.gov.au or, if seeking an exemption, writing to:

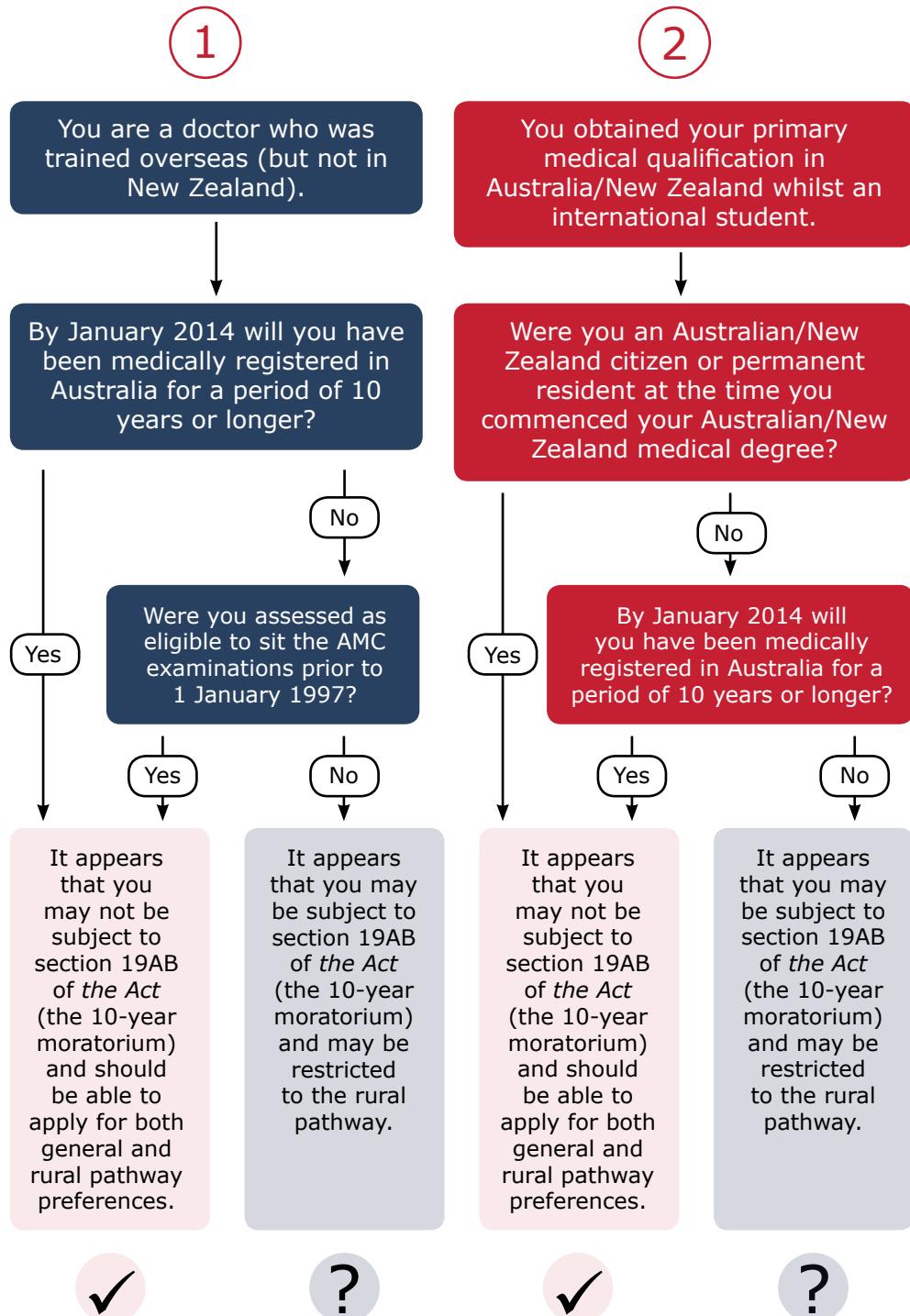
The Assistant Director
Workforce Regulation Section
MDP 1054
Department of Health and Ageing
GPO Box 9848
CANBERRA ACT 2601
Fax: (02) 6289 7900
Email: 19AB@health.gov.au

IMPORTANT NOTICE

The AGPT Selection team strongly encourages applicants to apply for an exemption prior to the application opening date (15 April 2013) as the process can be lengthy.

General/Rural Pathway Eligibility Guide – AGPT 2014

The following flowchart can be used as a guide to determine if OTD and FGAMS applicants are subject to section 19AB of the *Health Insurance Act 1973 (the Act)*. Identify which of the following two categories applies to you, and then follow the arrows to determine which pathway you are eligible to apply for.



IMPORTANT NOTICE

Applicants subject to section 19AB cannot be shortlisted to a general pathway position without providing a formal letter of exemption from the Health Minister through the Department of Health and Ageing.

Overview of the Online Application System

Registering

You are required to register as an applicant for the AGPT program through the online application system. You will need to provide a valid and reliable email address for correspondence.

You can register between **10.00am AEST 15 April and 10.00am AEST 17 May 2013**.

To register online, go to www.agpt.com.au, click the 'Apply Now' button (which is only visible during the application period), and register with your current and active email address.

You will then be sent a confirmation email, which will include your six-digit 2014 AGPT applicant ID and password.

Your applicant ID is also your username. Please follow the instructions within the confirmation email to begin your online application.

Returning applicants

If you have registered and/or applied in previous years, you can access and apply for the 2014 AGPT intake via the online applicant portal (see page 29).

You must log in using your previous applicant ID number and apply for 2014. Once you have begun a new application you will be assigned a new applicant ID to correspond with the new application year.

An applicant ID is a six-digit number, where the first two numbers indicate the year of training the applications relate to, for example:

- 2011 AGPT program applicant ID starts with 11_____
- 2012 AGPT program applicant ID starts with 12_____
- 2013 AGPT program applicant ID starts with 13_____

Please note: If you have previously submitted an online application, between 2010 and 2013, parts of your personal information can be pre-filled from your previous application.

If you are unsure of your previous applicant ID, contact the AGPT Selection team at selection@gpt.com.au

IMPORTANT NOTICE

If you have not previously submitted an application or submitted an application prior to 2010, you will be unable to pre-fill your application.

Submitting your online application

When you submit your completed online application, it will be checked to ensure all mandatory fields have been completed and that you have uploaded all the documents required. Fields marked with a red asterisk (*) are mandatory. You will be emailed a PDF copy of your application upon submission.

IMPORTANT NOTICE



If you experience any issues submitting your online application, please first check all mandatory fields denoted by a red asterisk (*) are completed, including:

- Postcodes
- Correct number of digits in telephone numbers
- If selecting only one RTP preference, the box confirming you only wish to select one RTP is checked.

If you are still experiencing issues submitting your application please email a copy of any error messages to selection@gpet.com.au. Alternatively if there is no error message please call the AGPT Selection team for further assistance on 1800 DR AGPT (1800 37 2478) Monday to Friday 8.30am–5pm AEST.

Applicant Portal

Once you have registered as an applicant you will have access to your individual applicant portal, where you will be able to:

- Check the status of your application
- Upload hospital rotation letters
- Keep up to date on the application and selection process
- Nominate your National Assessment Centre (NAC) preferences (see page 54)
- Nominate RTP preferences (between 10.00am AEST 22 July and 10.00am AEST 29 July 2013)
- View your completed application.

You will be able to access the online portal during the AGPT selection process only once you have registered. Please check the AGPT website (www.agpt.com.au) for dates of when the portal can be accessed.

Late applications will not be accepted.

Application Category Classification

Applicants that meet the AGPT eligibility requirements will need to determine their applicant category, which will specify the mandatory documentation to be submitted with their online application.

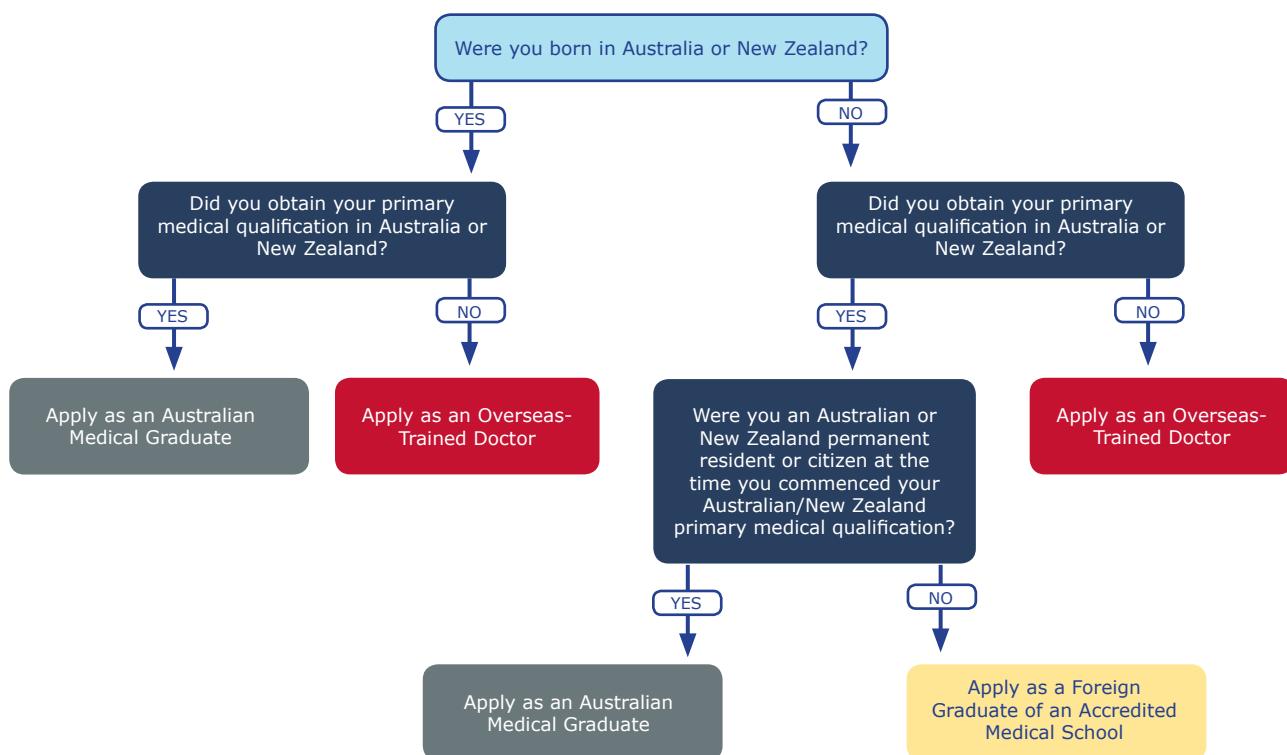
Each applicant will fall into one of three applicant categories. Each applicant category has specific mandatory and supporting documentation requirements. It is critical that you know which application category you are in, in order to supply the correct mandatory documentation in support of your AGPT application.

Applicant categories are determined by three factors:

- Country of birth
- Country in which your primary medical qualification was obtained
- Residency status at the commencement of your Australian/New Zealand primary medical qualification, if applicable.

Applicant categories are only used for the AGPT application and selection process.

The following flowchart will help you to determine your application category:



IMPORTANT NOTICE

Applicants who select the incorrect application category in their application form can significantly delay their application. The AGPT Selection team encourages applicants to view the flowchart above to determine their category. If applicants have further doubts or questions in regards to their applicant category, please contact the AGPT Selection team on 1800 DR AGPT (1800 37 2478) between 8.30am and 5pm AEST Monday to Friday.

Online Application Form

Below is an outline of the sections and information you will be asked to complete in the online application system.

IMPORTANT NOTICE

Once an application is submitted, applicants will be unable to access and/or change the application form. If any changes need to be made to an application, please email the AGPT Selection team at selection@gpet.com.au with the relevant details. The AGPT Selection team will notify applicants once the changes have been applied.

Section A: Personal Details

It is important that all personal details are current and correct to ensure you are contactable throughout the AGPT application and selection process.

A1. Applicant's name

Provide details of your full name as printed on your medical registration with AHPRA, and provide details of any other names by which you are known.

A2. Personal details

Please indicate your gender and date of birth exactly as it is stated on official documents and advise whether you hold a current driver's licence.

If you hold a current Australian driver's licence, you will be asked to provide the licence number, the state in which you are licensed and the expiry date. If you hold an international driver's licence which allows you to drive within Australia you may select 'International' in the state drop-down field and provide further details. If you do not hold a current licence to drive in Australia you will be asked whether you expect to obtain a licence by the commencement of training in January 2014.

Placement in some practices may not be available to registrars who do not hold a current Australian driver's licence and/or do not have an independent means of transport.

A3. Applicant's contact details

Please provide a current and active email address, primary contact telephone number and postal address. It is important that these details are correct, as they will be used to contact you about your application.

If you wish to receive SMS reminders of key steps in the application process your primary contact number must be your mobile telephone number.

A4. Current employment

Please provide details of current employment, if applicable.

A5. Alternate contact person

Please provide details of a contact person other than yourself.

The AGPT Selection team will only use these details if we are unable to contact you. Details in this section should not replicate your own contact details, or details for either of your nominated referees. The alternate contact must be available throughout the AGPT selection process.

Section B: Eligibility

You are asked for details of citizenship, medical registration and your medical qualifications.

B1. Citizenship details

Please provide information regarding your current Australian or New Zealand citizenship or residency status.

B2. Primary medical qualification

Please provide the details of your primary medical qualification, including the country in which you obtained your primary medical qualification and your final year of medical school.

To be eligible for training, you must have recognised medical qualifications.

Applicants who were NOT born in Australia or New Zealand and obtained their primary medical qualification in Australian or New Zealand must provide details of their citizenship status at the commencement of their qualification. This information is used to determine if you are subject to section 19AB.

B3. Other qualifications

Please provide details of any postgraduate qualifications, academic awards and non-medical related qualifications that are relevant to general practice, including the name of the institution that awarded the qualification and the duration of the course.

Please indicate if you are currently enrolled in the AGPT program, other general practice vocational training programs and/or any other medical training programs and provide details of your involvement.

Enrolment in other training programs

Registrars currently enrolled in the AGPT program are ineligible to apply for the 2014 AGPT program entry unless they formally resign from their current position in the AGPT program.

Applicants enrolled in, or participating in, other general practice vocational training programs must resign on accepting a place with AGPT (if the program does not end before December 2013).

Training program documents required:

- Evidence of resignation from current vocational training program (mandatory if you are currently enrolled in the AGPT program)
OR
- Statutory declaration stating you will resign from the current vocational training program if accepted into the AGPT program.

AGPT registrars are able to engage in training outside the AGPT program **after** successful completion of one of the following terms:

- Six months core general practice training
- Six months primary rural and remote training
- Six months extended skills training
- Six months advanced skills training.

(See *Australian General Practice Training 2014*, page 9 for more information on the AGPT program training units.)

The registrar's secondary vocational training must not compromise their AGPT program training and must be approved in advance by their RTP. Further information on concurrent training can be found in the *Training Outside of AGPT Policy 2010* (effective 1 January 2012) at www.agpt.com.au

B4. AMC details

Please provide details of your current Australian Medical Council (AMC) status.

B5. Medical registration

Please provide details about your current Australian medical registration status and advise whether you have any conditions or undertakings imposed on you.

Applications will be accepted from those applicants who have, or expect to receive, general medical registration by the commencement of the 2014 training year. This includes holders of provisional registration and limited registration. Offers to applicants will be conditional on the applicant receiving general registration before the commencement of training.

An applicant who is successful in obtaining a training place within the AGPT program will be required to provide their RTP with confirmation of their registration status prior to the commencement of active training.

General medical registration with conditions/undertakings

If you have, or anticipate having, conditions or undertakings attached to your medical registration at the commencement of the 2014 AGPT program training year, you are required to declare this in your application, as well as provide supporting documents from AHPRA.

Additional entry requirements may apply to you if the conditions attached to your registration are due to health or disciplinary reasons.

You should refer to the *Guidelines for the Assessment of Applicants with Conditions and/or Undertakings attached to their General Registration* available in the Policies section of the AGPT website at www.agpt.com.au. Please ensure you fully understand the guidelines prior to applying.

It is important to note that it is your responsibility to demonstrate that the conditions or undertakings attached to your medical registration present no barriers to practising in a general practice environment, or to the successful completion of all aspects of the AGPT program and RACGP and/or ACRRM training standards.

It is likely that detailed information regarding the conditions or undertakings will be sought from AHPRA to enable an assessment of the conditions or undertakings and any impact they may have on your ability to undertake the AGPT program. If you fail to provide documents or consent, the AGPT Selection team will be unable to assess your application for the 2014 AGPT program.

Conditional medical registration documents required:

- Proof of registration status from AHPRA with evidence of conditions/undertakings.

The AGPT Selection team does not guarantee that applicants with conditions or undertakings attached to their medical registration will be employed by hospitals, training practices or RTPs, despite their eligibility for entry into the AGPT program.

IMPORTANT NOTICE

Applicants **must** disclose any conditions and/or undertakings on their medical registration to the AGPT Selection team in the online application form. If these restrictions are not disclosed it can significantly impact an application in the subsequent selection stages. Applicants with conditions or undertakings on their medical registration will be treated on a case-by-case basis. The more comprehensive the information received, the sooner a decision can be made regarding your application.

Applicants who do not disclose medical registration conditions and obtain a position in the AGPT program may have the training offer withdrawn.

Section C: Prior Experience

You are asked to list your hospital, work and rural experiences. This is very useful to the RTP, especially when assessing you for selection, placement and any recognition of prior learning (RPL) applications. You should provide clear and specific information regarding your prior experience.

C1. Intern experience in Australia and/or New Zealand only

Please detail intern experience in Australia and/or New Zealand; including any Prevocation General Practice Placements program (PGPPP) placements undertaken as an intern.

Please note overseas experience should be recorded in section C3.

C2. Hospital experience in Australia and/or New Zealand only

Please detail:

- All hospital terms and rotations undertaken in Australia or New Zealand, including AMC supervised requirements
- Any RMO/HMO hospital terms and rotations in Australia or New Zealand.

Please note overseas experience should be recorded in section C3.

C3. Other work experience

Please detail:

- Previous hospital experience in countries other than Australia and New Zealand
- Previous experience in general practice or similar settings
- Other previous and/or current work experience in a hospital setting
- Paid scholarships undertaken as a medical practitioner
- Any other work experience that may be relevant.

C4. Rural experience

Please detail experience you have had within rural communities in Australia and/or overseas prior to medical graduation, including rural clinical placements.

C5. Prior learning

Please indicate whether you wish to be considered for recognition of prior learning (RPL). For the purpose of the AGPT program, your RTP will assist you in preparing an RPL application in the first year of training. The relevant college censor (RACGP/ACRRM) will then assess your application. Please refer to the relevant college for further information at <https://www.acrrm.org.au/vocational-training> or www.racgp.org.au

RPL may be approved for all, or part of, your post-intern hospital years of training in Australia. You should complete this section if you wish to be considered for recognition of prior hospital experience and/or learning. Generally, experience gained as an intern, overseas or prior to completing the requirements of the AMC (overseas-trained doctors), is not recognised for RPL.

While general information about expected eligibility for RPL may be provided by an RTP during the application phase, RPL is only formally assessed by RTPs and the relevant college censors after acceptance of offers into the AGPT program.

Please refer to page 20 for further information on RPL.

Section D: Special Provisions

If you wish to be identified as an Aboriginal or Torres Strait Islander, a member of the Australian Defence Force, or be considered in a joint application for the purposes of shortlisting to specific RTPs, you will be asked to provide details within this section.

You must also declare if you have entered into a contract or if you are a former/current recipient of a scholarship which may impact on your ability to fulfil training requirements.

D1. Aboriginal and Torres Strait Islander doctors

Aboriginal and Torres Strait Islander doctors may choose to be identified as a doctor of Aboriginal or Torres Strait Islander origin within their application.

You will be asked to select the box confirming if you wish to be identified as an Aboriginal or Torres Strait Islander doctor and if you wish to be considered for priority shortlisting.

D2. Australian Defence Force

If you are a full-time member of the Australian Defence Force (ADF), you must indicate this within your application. On application, you will be required to provide your service (i.e. Navy/Army/Air Force) and service number.

You are also required to inform the ADF Directorate of Military Medicine of your intention to apply by emailing bronwyn.ferrier@defence.gov.au or telephoning (02) 6266 4176.

ADF applicants are required to nominate training preferences with an RTP in the region they expect to be posted. ADF applicants with any further queries can contact the AGPT Selection team on 1800 DR AGPT (1800 37 2478) or email selection@gpet.com.au

D3. Joint applications

If you wish to be considered for the same RTP as another applicant, you may have your applications considered together. There are no restrictions on who can be joint applicants.

On application, you will both be required to:

- Provide details of the other applicant, including their full name and applicant ID
- Submit identical RTP preferences.

The lower of the two applicants' total AGPT selection scores will be used in the shortlisting process for both applicants.

IMPORTANT NOTICE

Joint applicants who do not submit identical RTP preferences will be treated as individual applicants.

Once shortlisting has been completed, applicants are unable to change their joint application status.

D4. Contracts and deeds of agreement

If you have entered into a contract, such as:

- A contract of employment with an employer (only contracts that **will not** cease prior to January 2014 should be included)
- A deed of agreement, such as a Department of Health and Ageing bonded scholarship
- A former/current recipient of a scholarship.

These may impact on your ability to fulfil training program requirements; you must state this in your application and are advised to contact the AGPT Selection team by email at selection@gpt.com.au

D5. Disabilities

If you have a disability which you think might affect your ability to fully participate in the National Assessment Centre process, such as mobility or a hearing problem, please identify the nature of this disability and any reasonable adjustments that could be made to accommodate you so that you are able to attend.

The AGPT Selection team will attempt to accommodate your circumstances.

IMPORTANT NOTICE



The AGPT Selection team will endeavour to accommodate your needs throughout the National Assessment Centre process.

Travel or work commitments do not constitute a disability and will not be considered by the AGPT Selection team.



Section E: Training Preferences

You will be asked to nominate up to four RTP preferences when completing your online application form. Most RTPs offer both general and rural pathways. You have the option to make two nominations for the same RTP by nominating each pathway separately, where available.

If you are subject to section 19AB of the *Health Insurance Act 1973* (the 10-year moratorium) you must select rural pathway training preferences only.

Details about RTPs, including links to their websites, contact details and other relevant information is available on the AGPT website at www.agpt.com.au. Alternatively, a map of RTPs and contact information is also available on pages 14 and 15.

It is recommended that, prior to nominating RTP preferences and submitting an application, you:

- Become familiar with nominated regions
- Identify any local RTP policies that may have an impact on where and how you wish to train, e.g. geographically imposed restrictions/requirements
- Contact representatives in different training regions and determine what professional challenges and opportunities the RTPs can offer
- Research, and be fully aware of, the nominated region's medical, educational, community, cultural, religious and recreational facilities
- Determine the impact of moving into a particular locality upon yourself, your partner and other family members, if applicable
- Ensure that the decision to train in a particular locality is understood by, and has the strong support of your partner/family, if applicable.

In general, registrars in the AGPT program remain with their chosen RTP for the duration of their training. While it is possible to transfer once training has begun, this needs to be approved by both RTPs involved and GPET. There are restrictions on transfers between RTPs within the first six months of core general practice/primary rural and remote training.

Transfers from rural to general pathways must be supported by evidence of exceptional circumstances that justify a pathway change.

Please refer to the *Transfer Policy 2010* on www.agpt.com.au for further information.

While applicants are free to nominate, if applicable, any four RTP preferences (within their visa restrictions), the AGPT Selection team strongly advises against choosing an RTP you are not willing to train with, and if necessary, relocate for. Transfers between RTPs and pathways are restricted and never guaranteed. Please refer to page 16 for more information on transfers.

IMPORTANT NOTICE

There are two restrictions that applicants must be aware of when nominating RTP preferences

1. Applicants subject to section 19AB of the *Health Insurance Act 1973*, who have not supplied a section 19AB exemption from the Minister through the Department of Health and Ageing, are unable to nominate the general pathway.
2. Applicants who have previously applied to the AGPT program and were shortlisted to the same RTP twice, either in the same year or separate consecutive years, and were not offered a training place on either occasion are unable to renominate that specific RTP again without the RTP's consent.

Section F: Referees

You are required to provide the names and contact details of two referees in your online application. Each referee must be able to comment effectively on your current skills and abilities, experience and work performance, and make general comments about your suitability for general practice training.

A referee should be a medical practitioner who has directly supervised you for a period of 10 weeks or longer within the past three years.

Please ensure your referees know that you will be supplying their contact details to the AGPT Selection team and that you have your referees' permission to do so.

Suitable referees may include a staff specialist, medical superintendent, visiting medical officer, hospital registrar or general practitioner, provided they meet the criteria outlined above. If you are unable to nominate referees who meet the above criteria contact the AGPT Selection team on 1800 DR AGPT (1800 37 2478) or email selection@gpet.com.au to discuss your individual circumstances.

Referees must:

- Meet the criteria described above
- Be willing and able to confidently make judgements about your current professional capabilities and suitability for general practice, and communicate these judgements if contacted
- Be contactable by phone, email or fax during business hours throughout the entire selection process.

Referees may be contacted during RTP placement assessments (stage three). You must provide a business hours telephone number and an active email address for each of your referees. Either of these may be used to contact your referees.

IMPORTANT NOTICE

Referees who do not meet the above criteria may not be approved to support an applicant's application. Should you have any questions or concerns in meeting these requirements please email the AGPT Selection team at selection@gpet.com.au detailing: why you would like to nominate a referee who does not meet the criteria; the supervision period of the requested referee, including the year in which the supervision occurred; and their supervisory role at the time. Applicants will be notified within five business days as to the outcome.

It is your responsibility to ensure that both referees are contactable on the details you provide in your application for the duration of the selection process – 15 April to 19 August 2013.

Your referees are not required to fill out a formal written report unless otherwise advised by the RTP to which you are shortlisted.

Will my referees be contacted?

If you are shortlisted to a RTP, the RTP may contact one or both of your referees and ask questions surrounding your referees' experiences supervising you and your suitability as a general practitioner. However, RTPs may choose to make their decision based on your application and your total AGPT selection score, and may not contact your referees.

The AGPT Selection team will not contact your referees.

Section G: Applicant Declaration

The AGPT program Applicant Declaration is currently under review. The finalised declaration will be available for applicants to view, prior to 15 April 2013, at www.agpt.com.au

Please note: Upon submission of your online application, you agree to be bound by the Applicant Declaration and its schedules for the duration of the AGPT program. Therefore, it is important that all applicants ensure they read the Applicant Declaration, either on the AGPT website or within the online application form, prior to submitting their application.



Supporting Documents

The documents the AGPT Selection team requires will depend on your individual application category. Please refer to the flowchart on page 30 to self-assess your application category. Your application category determines the documents required to be submitted with your application.

You are responsible for ensuring that:

- Your application is true and complete
- The correct supporting documents are sent to the AGPT Selection team (as required)
- You regularly check your email and respond to any AGPT Selection team requests in a timely manner.

An incomplete application and/or the absence of required or relevant information may result in delays in processing or in the application being refused.

For questions regarding supporting documents, contact the AGPT Selection team between 8.30am and 5pm AEST Monday to Friday on 1800 DR AGPT (1800 37 2478) or email selection@gpt.com.au

IMPORTANT NOTICE

Changes to the certification process

Applicants who upload clear, colour scans of their original supporting documents are **not required** to submit certified copies unless requested from the AGPT Selection team.

Applicants unable to access a colour scanner are required to submit certified copies of their documents.

Certification requirements for mandatory supporting documents if required

If you are unable to upload clear, colour scans of your original mandatory supporting documents you must upload certified copies of your documents.

Certified copies of your supporting documentation must be certified by one of the following authorised officers, who is an Australian or New Zealand citizen currently residing in Australia or New Zealand:

- A Justice of the Peace (JP)
- A Commissioner for Declarations or Oaths
- A bank manager or credit union branch manager
- A pharmacist
- A clerk of the court.

Please note: Documents certified outside Australia or New Zealand will only be accepted if they are certified by an officer at the Australian Consulate.

Documents certified by medical practitioners will not be accepted.

The authorised officer must certify each document by writing

'I certify this is a true and full copy of the original document sighted by me'

and signing on the same side of the document. All certifying officers must also include their name, occupation and the date the documents were certified.

Photocopies of certified copies will not be accepted.

Double-sided documents must be certified on both sides.

Certification must be on the correct side of the page, i.e. certification on the back of a single-sided document cannot be accepted.

If you are requested to produce certified copies of your supporting documents, please note an application will only be considered complete upon receipt of all necessary certified supporting documents.

IMPORTANT NOTICE

The certifying officer **must** also include the following details:

- Signature
- Full name
- Contact telephone number
- Profession or occupation or organisation
- Date certified.

Documents without all the mandatory details written by the certifying officer can not be accepted. Applicants will be contacted and required to recertify the documents.

Previously certified documents

While the AGPT Selection team recognises that some university degrees or birth certificates have been certified by a Births, Deaths and Marriage registrar or an official at the university at the time of printing, for the purposes of the AGPT program this **does not** constitute full certification. Upon request, applicants who submit documents without certification from an authorised officer will be required to resubmit newly certified supporting documents and their application will not progress until the documents are received.

Confidentiality

All information in your application will be treated as confidential. A copy of your application – including supporting documents, referee contact information and (if applicable) information relating to conditions or undertakings attached to medical registration from AHPRA – will be made available to the RTP you are shortlisted to and who is undertaking your placement assessment.

IMPORTANT NOTICE

If any of your documents are:

- Poorly scanned
- Not in colour
- Suspect.

The AGPT Selection team reserves the right to request any document be certified by an authorised officer for verification.

Applicants whom upon request do not produce certified copies of their supporting documents will not progress through the selection process.

Uploading Supporting Documents

Where a document has been marked as mandatory, applicants will not be able to submit their online application until that document has been uploaded.

Preparing your digital documents before your application

1. Collect all the documents the AGPT Selection team requires.
2. Scan original coloured documents. If you are unable to produce coloured scanned copies get documents certified and scan them. (Keep each document/image below 2MB. In addition to **JPG**, **JPEG** and **GIF** file formats for your photo, documents can also be uploaded as **PDFs**.)
3. Crop your photo as shown below, if required.
4. Name each file in the following format: *ApplicantID_DocumentDescription*
For example: *143489_CertifiedBachelorDegree*.

Please note: You will not know your applicant ID until you register online on or after 15 April 2013.

Documents with more than one page

If you wish to upload a document which has more than one page, you have two options:

- Scan the document to a multiple-page PDF and upload the single PDF file
- Scan each page of the document to a separate file and upload each file individually, using the 'add part' method outlined under 'Uploading' on page 43.

File formats

The online application will only accept the following file formats:

- Recent colour photo: JPG, JPEG and GIF
- All other supporting documents: JPG, JPEG, GIF and PDF

All other file formats will need to be converted to an acceptable file format prior to uploading.

Recent colour photo

You will be required to upload a recent **colour** photo of yourself (see examples below). If you do not have a digital photo to upload you will be unable to submit your online application.



- The photo must be in a compatible format: JPG, JPEG or GIF
- The image must be sharp and sufficiently detailed to identify you
- The photo file size must be no more than 2MB
- The photo must be in colour
- The photo must be less than one year old
- The photo must be of your head only
- You must be looking directly at the camera.

You will be required to bring photo ID to the National Assessment Centre you attend, where your uploaded photo will be compared to your photo ID.

Photos from official documents, e.g. copies of passports or drivers licences, will not be accepted.

Uploading

To enable the submission of your online application you will be required to upload your supporting documents, some of which are mandatory. A checklist will be available within the online application system, to assist you in this process.

Next to each listed document, click 'Select'. This will open a dialog box allowing you to select the file you wish to upload.

If a document consists of a number of separately scanned files, you may add parts individually repeating the same process, by clicking 'Add' to upload more pages of the same document in each field. Your scanned documents must be no larger than 2MB. If you experience any issues in uploading your documents, please check the file size first. If your internet connection is slow, please give enough time for each document to upload, prior to refreshing the page or contacting the AGPT Selection team.

Help/Assistance

If you require assistance in using the online application system, contact the AGPT Selection team, between 8.30am and 5pm AEST, Monday to Friday, on 1800 DR AGPT (1800 37 2478) or email selection@gpet.com.au

Please note: We cannot offer technical support for scanning documents and building PDF documents.

IMPORTANT NOTICE

Applications to the 2014 AGPT program are **only** considered complete when your online application is submitted prior to the deadline 10.00am AEST Friday 17 May 2013 and **all** mandatory documents are submitted correctly and certified in full, if required.

Incomplete applications will not progress to shortlisting.

Delays to Your Application Progress

Delays with third party organisations

The AGPT Selection team takes no responsibility for delays through other organisations. Applicants who experience delays in obtaining any of the mandatory supporting documents should contact the AGPT Selection team as soon as possible to discuss their individual circumstances. The AGPT Selection team will not contact other organisations on behalf of the applicant to request documentation.

Delays with documents

Black and white documents, that are incorrectly certified, or illegible documents will delay your application. The AGPT Selection team may request applicants to submit certified copies of their supporting documentation should any questions arise to the validity of the document. If the AGPT Selection team requests certified documents, applicants must submit correctly certified documents as per pages 40-41.

Online Application Recommendations and Correspondence

The AGPT Selection team recommends that you submit your application and supporting documents well before the due date.

Late applications will not be accepted.

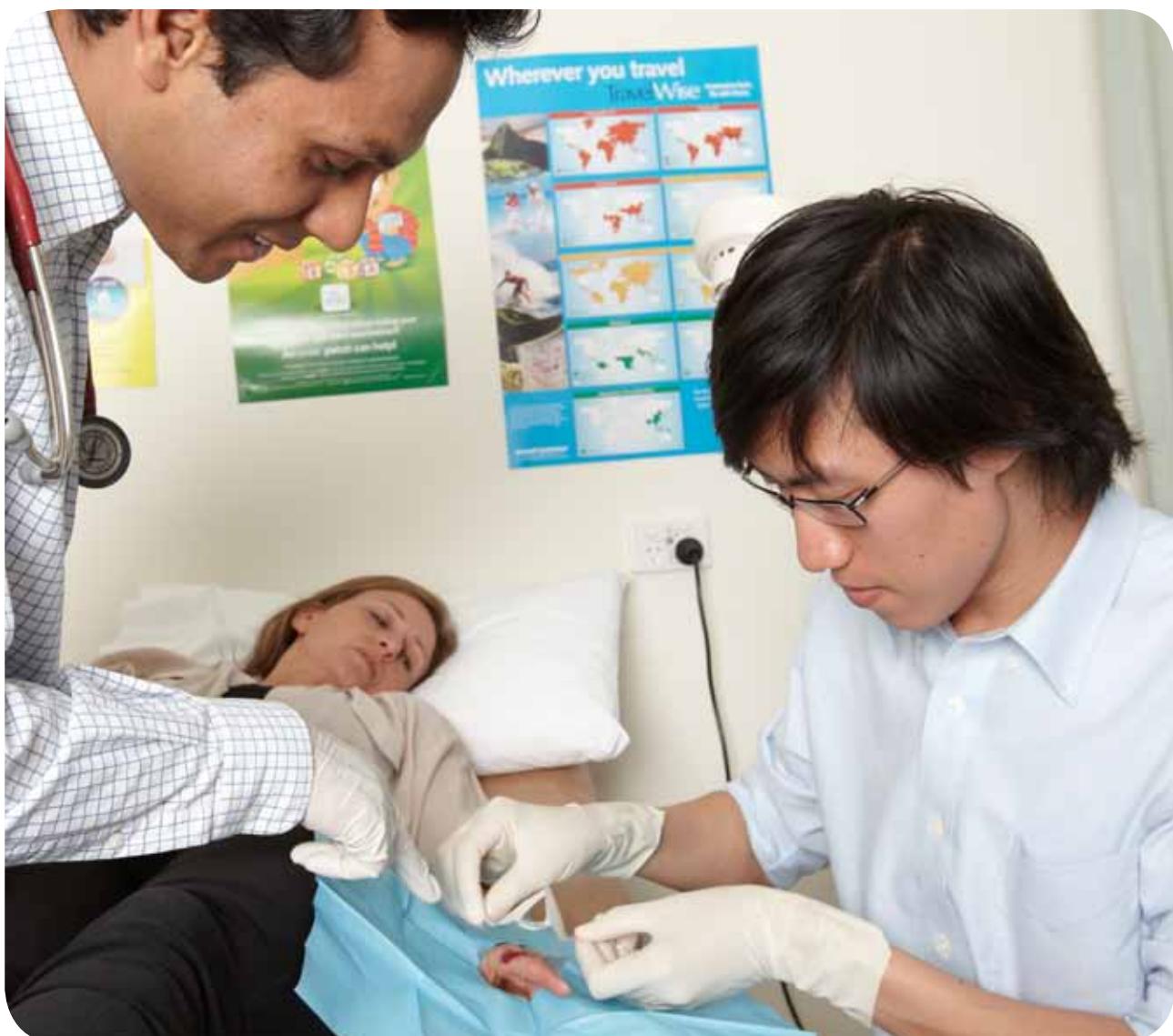
Should further documents or clarification be required regarding your online application, these requests will be made via email.

As all correspondence is via email, please monitor your nominated email address regularly.

The AGPT Selection team will not give any special consideration for emails that are filtered by an applicant's junk filter.

The AGPT Selection team takes no responsibility for:

- Mail (electronic or posted) not delivered to GPET
- Correspondence being sent to an incorrect email address where you have failed to formally notify the AGPT Selection team about any changes to your contact details
- Emails not reaching applicants.



Mandatory Supporting Document Checklists

Applying as an Australian or New Zealand Medical Graduate

This section applies to applicants who obtained their primary medical qualification in Australia or New Zealand and at commencement were Australian or New Zealand citizens or permanent residents (referred to as AMGs).

Eligibility

Applicants are assessed by the AGPT Selection team for eligibility to join the AGPT program using eligibility requirements.

To self-assess your eligibility to join the AGPT program check the *Program Eligibility Guide – AGPT 2014* on page 25 or in the front fold out of this *Applicant Guide*.

Citizenship/residency

An AMG must have Australian or New Zealand citizenship or permanent residency.

Medical qualifications

An AMG must have recognised primary medical qualifications from Australia or New Zealand.

Medical registration

An AMG must have, or expect to hold, general medical registration in Australia by the commencement of the 2014 training year.

Pathway eligibility

An AMG may elect to train on either the general or rural pathway provided the AMG had Australian or New Zealand permanent residency or citizenship at the commencement of their primary medical qualification.

New Zealand doctors

Doctors who obtained their primary medical qualification at an accredited Australian or New Zealand university; and were either a New Zealand citizen or permanent resident from the date of commencement of studies for that qualification are no longer subject to section 19AB of the *Health Insurance Act 1973* and may train on either the general or rural pathway.

Further information is available from the Department of Health and Ageing Workforce Regulation Section via email at 19AB@health.gov.au or on www.doctorconnect.gov.au

AMG mandatory documents to be uploaded:

Photo	<input type="checkbox"/>	Recent colour photo
Evidence of citizenship or permanent residency	<input type="checkbox"/>	Copy of Australian/New Zealand birth certificate Or <input type="checkbox"/>
	<input type="checkbox"/>	Copy of Australian/New Zealand passport Or <input type="checkbox"/>
	<input type="checkbox"/>	Copy of International passport with Australian or New Zealand permanent residency date prior to commencing primary medical qualification
Academic qualifications*	<input type="checkbox"/>	Copy of primary medical qualification And/Or <input type="checkbox"/>
	<input type="checkbox"/>	Copy of academic transcripts showing date of conferral
Medical registration	<input type="checkbox"/>	Copy of current AHPRA registration card Or <input type="checkbox"/>
	<input type="checkbox"/>	Copy of current AHPRA registration certificate Or <input type="checkbox"/>
	<input type="checkbox"/>	Proof of listing on www.ahpra.gov.au in the Registers of Practitioners

AMG documents to be uploaded (if required):

Evidence of name change	<input type="checkbox"/>	Copy of marriage certificate Or <input type="checkbox"/>
	<input type="checkbox"/>	Copy of deed poll Or <input type="checkbox"/>
	<input type="checkbox"/>	Copy of name change certificate
Medical registration with conditions or undertakings	<input type="checkbox"/>	Copy of proof of registration status from AHPRA And <input type="checkbox"/>
	<input type="checkbox"/>	Copy of details of conditions or undertakings set by AHPRA
Other training programs	<input type="checkbox"/>	Copy of evidence of resignation from current vocational training program (mandatory for current AGPT registrars) Or <input type="checkbox"/>
	<input type="checkbox"/>	Statutory declaration of intention to resign from the current vocational training program if accepted into the AGPT program and required by the applicant's preferred RTP/s

AMG supporting documents to be uploaded (via the applicant portal):

Hospital rotation letters†	<input type="checkbox"/>	Copy of letter(s) of service from Australian and New Zealand hospitals detailing all rotations undertaken in support of your application
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Applicants are required to submit original colour scanned documents to the AGPT Selection team.

Applicants are responsible for ensuring their application is complete and accompanied by the correct supporting documents. An incomplete application form and/or the absence of required or relevant information may result in delays in processing or in the application being excluded.

For more information on how to prepare and submit your supporting documents, please read 'Uploading supporting documents' on page 42.

*Overseas-born applicants who commenced their Australian/New Zealand primary medical qualification as an Australian/New Zealand permanent resident or citizen must provide their primary medical qualification certification AND their academic transcript showing the date of commencement.

†Applicants are requested, if possible, to submit letter(s) of service detailing all previous rotations undertaken (see page 20).

Applying as an Overseas-Trained Doctor

This section applies to applicants who obtained their primary medical qualification overseas (excluding New Zealand).

Eligibility

Applicants are assessed by the AGPT Selection team for eligibility to join the AGPT program using eligibility requirements. To self-assess your eligibility to join the AGPT program check the *Program Eligibility Guide – AGPT 2014* on page 25 or in the front fold out of this *Applicant Guide*.

Citizenship/residency

An overseas-trained doctor (OTD) must have either Australian or New Zealand citizenship or permanent residency by the closing date of applications (10.00am AEST Friday 17 May 2013).

Medical qualifications

An OTD must have recognised primary medical qualifications.

Australian Medical Council (AMC) requirements

An OTD must have successfully completed and passed all the requirements of the AMC prior to 17 May 2013. This can be done by completing both parts of the AMC examinations or by meeting all requirements of the AMC's Competent Authority Pathway. An AMC certificate is mandatory in support of your AGPT application.

An OTD must submit full academic transcripts obtained through completion of a primary medical qualification. If full academic transcripts are unobtainable, an OTD can instead submit their EICS* verification certificate, available through the AMC.

Medical registration

An OTD must have, or expect to hold, general medical registration in Australia by the commencement of the 2014 training year.

Pathway eligibility

Section 19AB of the *Health Insurance Act 1973* (10-year moratorium), states that Medicare benefits are not payable for professional services provided by OTDs. Section 19AB generally applies for a period of 10 years from the time the doctor is first medically registered in Australia, including provisional or limited registration.

If you are subject to Section 19AB you must nominate the rural pathway in your application.

Please check the *General/Rural Pathway Eligibility Guide – AGPT 2014* on page 27 to assess your pathway options.

The AGPT Selection team can only shortlist you to a general pathway after receiving definitive evidence that you are not subject to section 19AB. These include:

- Evidence that you will be medically registered within Australia for a period of 10 years or greater by January 2014 and have obtained Australian or New Zealand permanent residency or citizenship
- Evidence that the AMC deemed you eligible to sit the AMC examinations prior to 1997
Or
- A letter of exemption from the Health Minister through the Department of Health and Ageing.

If you are unsure about your pathway eligibility contact the AGPT Selection team on 1800 DR AGPT (1800 37 2478) between 8.30am and 5pm AEST Monday to Friday or email selection@gpet.com.au

Registrars who obtain a letter of exemption from section 19AB are not automatically entitled to a transfer to another RTP and/or a transfer from the rural pathway to the general pathway. All registrar transfers are subject to RTP and GPET approval – see the *Transfer Policy 2010* at www.agpt.com.au

*Refers to the Educational Commission for Foreign Medical Graduates (ECFMG) International Credentials Services (EICS)

OTD mandatory documents to be uploaded:

Photo	<input type="checkbox"/>	Recent colour photo
Evidence of citizenship or permanent residency	<input type="checkbox"/>	Copy of Australian/New Zealand citizenship or residency certificate Or
	<input type="checkbox"/>	Copy of Australian/New Zealand passport with evidence of citizenship or permanent residency Or
	<input type="checkbox"/>	Copy of letter from the Department of Immigration and Citizenship confirming permanent residency status
Academic qualifications	<input type="checkbox"/>	Copy of primary medical qualification (if not in English, both original and English translation required) And
	<input type="checkbox"/>	Copy of academic transcripts (if not in English, both original and English translation required) Or
	<input type="checkbox"/>	Copy of primary medical qualification (if not in English, both original and English translation required) And
	<input type="checkbox"/>	Copy of EICS verification certificate*
Medical qualifications	<input type="checkbox"/>	Copy of AMC Certificate
Medical registration	<input type="checkbox"/>	Copy of current AHPRA registration card Or
	<input type="checkbox"/>	Copy of current AHPRA registration certificate Or
	<input type="checkbox"/>	Proof of listing on www.ahpra.gov.au in the Registers of Practitioners
First date of medical registration	<input type="checkbox"/>	Copy of evidence of first date of medical registration in Australia

IMPORTANT NOTICE

! All OTDs must hold either Australian or New Zealand permanent residency or citizenship. Applications from OTDs that currently hold a temporary residency visa will not be considered eligible unless they obtain permanent residency prior to 17 May 2013.

* OTDs unable to produce academic transcripts may provide their EICS (primary source verification of medical qualification) available from the Australian Medical Council (AMC). In some countries an academic transcript is called a mark sheet.

OTD documents to be uploaded (if required):

Evidence of name change	<input type="checkbox"/>	Copy of marriage certificate (English translation and original language) Or <input type="checkbox"/>
		Copy of deed poll Or Copy of name change certificate
Exemption from section 19AB of the <i>Health Insurance Act 1973</i>	<input type="checkbox"/>	Copy of letter of exemption from the Health Minister through the Department of Health and Ageing
Medical registration with conditions or undertakings	<input type="checkbox"/>	Copy of proof of registration status from AHPRA And Copy of details of conditions or undertakings set by AHPRA
Other training programs	<input type="checkbox"/>	Copy of evidence of resignation from current vocational training program (including the AGPT program) Or <input type="checkbox"/>
		Statutory declaration of intention to resign from the current vocational training program if accepted into the AGPT program

OTD supporting documents to be uploaded (via the applicant portal):

Hospital rotation letters *	<input type="checkbox"/>	Copy of letter(s) of service from Australian and New Zealand hospitals detailing all rotations undertaken in support of your application
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Applicants are required to submit original colour scanned documents to the AGPT Selection team.

Applicants are responsible for ensuring their application is complete and accompanied by the correct supporting documents. An incomplete application form and/or the absence of required or relevant information will result in delays in processing or in the application being excluded.

For more information on how to prepare and submit your supporting documents, please read 'Uploading supporting documents' on page 42.

* All applicants are requested, if possible, to submit letter(s) of service detailing all previous rotations undertaken. Please refer to page 20 for further information.

Applying as a Foreign Graduate of an Accredited Medical School

This section applies to overseas-born applicants who commenced and obtained their primary medical qualification in Australia or New Zealand, whilst a temporary resident.

Eligibility

Applicants are assessed by the AGPT Selection team for eligibility to join the AGPT program using eligibility requirements.

To self-assess your eligibility to join the AGPT program check the *Program Eligibility Guide – AGPT 2014* on page 25 or in the front fold out of this *Applicant Guide*.

Citizenship/residency

Foreign graduates of an accredited medical school (FGAMS) who are currently citizens or permanent residents of Australia or New Zealand must provide evidence of their citizenship or permanent residency. FGAMS who are currently temporary residents (457 visas holders see below) of Australia or New Zealand at the time of application must provide the following documentary evidence

- Evidence of an active application for permanent residency
Or
- A statutory declaration stating your intent to apply for permanent residency prior to the completion of the AGPT program.

Proof of permanent residency/citizenship can be obtained from the Department of Immigration and Citizenship.

Temporary Business (Long Stay) Visa (Subclass 457) Holders

If you currently hold a temporary 457 visa and gained your primary medical degree in Australia or New Zealand, the AGPT Selection team will accept your application on the understanding that you will only be shortlisted to an RTP if:

- You gain Australian or New Zealand permanent residency or citizenship before 17 May 2013
Or
- You submit letters of support from all of your preferred RTPs formally declaring in writing that the terms of your visa will not prevent your participation in the AGPT program and confirms the RTP(s) that you are applying to are able to support your training within the restrictions of your visa; and you submit a statutory declaration stating you will apply for permanent residency in Australia or New Zealand by the completion of the AGPT program
Or
- You submit letters of support from all of your preferred RTPs formally declaring in writing that the terms of your visa will not prevent your participation in the AGPT program and confirms the RTP(s) that you are applying to are able to support your training within the restrictions of your visa; and you provide proof of an active permanent residency application.

Letters of support do not guarantee the applicant will be shortlisted to the supporting RTP or that the supporting RTP is obligated to offer a training place or assist the applicant in securing a training place.

Applicants must be aware of and discuss their individual visa restrictions with their nominated RTP(s) and agree on training arrangements. Particularly, 457 visa holders must contact their preferred RTP prior to application. If eligibility is not secured prior to 17 May 2013 the application will be deemed ineligible.

Neither GPET nor RTPs can sponsor 457 visa holders. Please refer to the Department of Immigration and Citizenship at www.immi.gov.au for further information on your visa conditions and restrictions.

IMPORTANT NOTICE

FGAMS who hold a temporary visa, other than 457, are encouraged to call the AGPT Selection team on 1800 DR AGPT (1800 37 2478) between 8.30am and 5pm AEST, Monday to Friday, or email selection@gpet.com.au to discuss eligibility.

Medical qualifications

FGAMS must have recognised medical qualifications from Australia or New Zealand.

Medical registration

FGAMS must have, or expect to hold, general medical registration by the commencement of the 2014 training year.

Pathway eligibility

Section 19AB of the *Health Insurance Act 1973* (the 10-year moratorium) states that Medicare benefits are not payable for professional services provided by FGAMS. Section 19AB generally applies for a period of 10 years from the time the doctor is first medically registered in Australia, including provisional and limited registration.

If you are subject to Section 19AB you must choose the rural pathway in your application.

Please check the *General/Rural Pathway Eligibility Guide – AGPT 2014* on page 27 to assess your pathway options.

The AGPT Selection team can only shortlist you to a general pathway after receiving definitive evidence that you are not subject to section 19AB. These include:

- Evidence that you will be medically registered within Australia for a period of 10 years or greater by January 2014 and have obtained Australia or New Zealand permanent residency or citizenship
Or
- A formal letter from the AMC stating you were deemed eligible to sit the AMC examination prior to 1997.

If you are unsure about your pathway eligibility, contact the AGPT Selection team between 8.30am and 5.00pm AEST, Monday to Friday, on 1800 DR AGPT (1800 37 2478) or email selection@gpet.com.au

Registrars who obtain a letter of exemption from section 19AB are not automatically entitled to a transfer to another RTP and/or a transfer from the rural pathway to the general pathway. All registrar transfers are subject to RTP and GPET approval – see the *Transfer Policy 2010* at www.agpt.com.au

IMPORTANT NOTICE

If you became an Australian or New Zealand citizen or permanent resident as a child, and you do not believe that section 19AB applies to you, you still need to provide definitive documented proof that you were an Australian or New Zealand permanent resident or citizen at the time you commenced your primary medical qualification.

This can be done by providing an Australian or New Zealand passport or relevant permanent residency visa that predates your medical school enrolment, together with an academic transcript or academic record showing the first date of enrolment in your primary medical qualification.

FGAMS mandatory documents to be uploaded:

Photo



Recent colour photo

FGAMS with Australian or New Zealand permanent residency or citizenship:

- Copy of Australian/New Zealand citizenship certificate
Or
- Copy of Australian/New Zealand passport with evidence of citizenship or permanent residency
Or
- Copy of letter from the Department of Immigration and Citizenship confirming permanent residency status

FGAMS without Australian or New Zealand permanent residency or citizenship (includes 457 visa holders):

- Copy of current temporary Australian visa
And
- Copy of letter from the Department of Immigration and Citizenship confirming an active application for permanent residency
Or
- Statutory declaration stating the applicant's intention to obtain permanent residency by the completion of the AGPT program

Academic qualifications



Copy of primary medical qualification

And

Copy of academic transcript confirming date of enrolment in primary medical qualification

Evidence of citizenship status at commencement of primary medical degree

Copy of Australian/New Zealand citizenship certificate
OrCopy of Australian/New Zealand passport with evidence of citizenship status
Or

Copy of letter from the Department of Immigration and Citizenship confirming residency status

Medical registration

Copy of current AHPRA registration card
OrCopy of current AHPRA registration certificate
OrProof of listing on www.ahpra.gov.au in the Registers of Practitioners

First date of medical registration



Copy of evidence of first date of medical registration in Australia

If a 457 visa holder, evidence of ability to participate in the AGPT program



Copy of letter(s) of support from preferred RTP(s) confirming that the 457 visa restrictions will not prevent the applicant from commencing the AGPT program; confirming the limitations imposed on the applicant; and the RTP's ability to train the applicant within the restrictions of their 457 visa.

FGAMS documents to be uploaded (if required):

Evidence of name change	<input type="checkbox"/>	Copy of marriage certificate Or
	<input type="checkbox"/>	Copy of deed poll Or
		Copy of name change certificate
Exemption from section 19AB of the <i>Health Insurance Act 1973</i>	<input type="checkbox"/>	Copy of letter of exemption from the Health Minister through the Department of Health and Ageing
Medical registration with conditions	<input type="checkbox"/>	Copy of proof of registration status from AHPRA And Copy of details of conditions or undertakings set by AHPRA
Other training programs	<input type="checkbox"/>	Copy of evidence of resignation from current vocational training program (mandatory for current AGPT registrars) Or
	<input type="checkbox"/>	Statutory declaration of intention to resign from the current general vocational training program if accepted into the AGPT program

FGAMS supporting documents to be uploaded (via the applicant portal):

Hospital rotation letters *	<input type="checkbox"/>	Copy of letter(s) of service from Australian or New Zealand hospitals detailing all rotations undertaken in support of your application
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Applicants are required to submit original colour scanned documents to the AGPT Selection team.

Applicants are responsible for ensuring their application is complete and accompanied by the correct supporting documents. An incomplete application form and/or the absence of required or relevant information may result in delays in processing or in the application being excluded.

For more information on how to prepare and submit supporting documents, please read 'Uploading supporting documents' on page 42.

Any questions regarding the mandatory supporting documents can be emailed to the AGPT Selection team at selection@gpet.com.au or phone 1800 DR AGPT (1800 37 2478) between 8.30am and 5pm AEST Monday to Friday.

* All applicants are requested, if possible, to submit letter(s) of service detailing all previous rotations undertaken. Please refer to page 20 for further information.

Stage Two: National Assessment

Selection into the AGPT program is a merit-based, competitive and multi-staged process used to determine which applicants are best suited to general practice training. It is carried out in accordance with the Australian Medical Council's principles for selection into specialist training programs, against nationally consistent criteria.

If eligible, you will be required to attend a National Assessment Centre (NAC), to be held in most capital cities and some regional centres. **Attendance is mandatory.** Total AGPT selection scores can only be carried over to subsequent intakes within the same calendar year, not from one year to the next.

You can only submit your NAC preferences (location, date and time) after you submit your online application. The sooner you submit your online application, the greater your chance of securing your first choice of NAC preference.

Assessment Criteria

You will be assessed against the following criteria:

1. Communication and interpersonal skills

Ability to communicate effectively and appropriately, both orally and in writing, and establish rapport with patients, patient's families and other health professionals.

2. Clinical reasoning

- Sufficient knowledge of how to manage common acute and chronic problems and how to recognise and respond to significantly ill patients
- Ability to develop working diagnoses
- Ability to judiciously prescribe medication and order investigations
- Ability to apply clinical knowledge effectively and appropriately.

3. Analytical/problem solving skills

Ability to investigate and synthesise complex information critically, to make rational judgements and generate appropriate solutions.

4. Organisational/management skills

Ability to organise and prioritise time and manage competing tasks and sound knowledge of health systems, available resources and how to apply them.

5. Sense of vocation/motivation

Demonstrated enthusiasm to practise medicine with a strong sense of service for others and active participation in professional services.

6. Personal attributes

Self-reliant and self-assured with the ability to self-evaluate and adjust to change. Evidence of social awareness and respect for individuals from other cultures and backgrounds.

7. Professional/ethical attributes

Demonstrated professional demeanour, shows respect for the views of others, committed to life-long learning, continuous professional development and a commitment to maintain professional standards.

Nominating National Assessment Centre Preferences

When you submit your online application you will receive an email containing a PDF copy of your application and instructions on how to nominate your NAC preferences online. You are required to nominate a minimum of two, and a maximum of four, preferences. You may attend any NAC, regardless of your RTP preferences.

National Assessment Centres Schedule Information

NACs will be run from 15 to 30 June 2013. You will be required to attend once only. NACs will run in most capital cities, as well as some regional centres. Exact venues, dates and times will be confirmed prior to applications opening, and will be listed on the AGPT website at www.agpt.com.au by 15 April 2013.

How long will the National Assessment Centres run?

The assessment process will last approximately four to six hours; please allow sufficient time.

What happens if I am late?

If you are late or miss your NAC booking, please contact the AGPT Selection team on 1800 DR AGPT (1800 37 2478) prior to the commencement of the NAC, or the contact person on the venue information sheet for your NAC location. The AGPT Selection team will endeavour to rebook you into an NAC that has available positions. However, this can not be assumed or guaranteed. As places are limited this may require applicants to travel to other NAC locations.

Attendance Requirements for National Assessment Centres

As the total AGPT selection score determined from the NAC is an integral part of the AGPT selection process, non attendance will result in your application being deemed incomplete and you will not progress to the shortlisting stage.

Can assessments be completed via Skype or overseas?

Requests for telephone and/or Skype interviews will not be considered as assessment items require applicants in a face-to-face environment.

What must I bring on the day?

You must bring photo ID and a print out of your NAC booking confirmation email.

What is the dress code for the National Assessment Centres?

Applicants are encouraged to dress in appropriate business/interview attire.

National Assessment Centre Preparation

The NAC will consist of two parts: a Situational Judgement Test (SJT) and Multiple Mini Interviews (MMIs), each with an individual weighting of 50% of the total AGPT selection score. The National Assessment Centres require applicants to draw upon their own experiences throughout the SJT and MMIs. Example SJT and MMI questions are available on pages 56-59. It is also recommended that applicants review the detailed criteria which will be assessed at the NAC on page 54. No other study materials can be provided, including previous test papers or topics covered.

Are there practical components to the National Assessment Centres?

Applicants will not be required to treat patients during the NAC.

National Assessment Centre Feedback Requests

Applicants can ask for feedback on their performance. However, question and/or answer sheets from the SJT or MMIs cannot be provided. Feedback will only be made available to applicants at the close of the 2014 AGPT intake. Please email your feedback requests to selection@gpet.com.au after 1 December 2013.

National Assessment Centre Example Questions

NAC questions are designed and written by a team of experienced medical professionals who are experts in the assessment and training of people for work in general practice. Components of the NACs relate to the criteria detailed on page 54.

The NAC will consist of two parts, each with an individual weighting of 50% of the total AGPT selection score.

Assessment 1: Situational Judgement Test – Part 1

The SJT consists of a number of clinical based scenarios that you are asked to assess by choosing from a range of answers with varying degrees of correctness. This is a written exercise consisting of 50 multiple choice questions, and lasting 100 minutes.

In part 1 of the SJT you will be presented with scenarios followed by five options. You are required to rank each option in order from the most appropriate (ranked as 1) to the least appropriate (ranked as 5). Mark your ranking for each option by shading the appropriate circle on the answer sheet.

Example 1

You are a doctor working in general practice. At the baby clinic the nurse gives you a syringe with fluid already drawn up, an immunisation (MMR) to give to a baby. After the parent and child have gone home you realise that the syringe contained only diluent; the ampoule of active powder is intact.

Rank in order the following actions in response to this situation:

- A** Contact the parent immediately and explain what has happened
- B** Inform the practice manager of the nurse's mistake
- C** Fill in a critical incident form
- D** Make a further appointment without delay
- E** Take no action

Answer:

Question	Option	Most appropriate	←	→	Least appropriate
1	A	1	2	3	4
	B	1	2	3	4
	C	1	2	3	4
	D	1	2	3	4
	E	1	2	3	4

Rationale for answer:

(You will not be asked to explain your answer. This rationale is for information only.)

A is the best answer. The parents should be informed of the mistake immediately so that they are aware the baby has not received the immunisation and can make appropriate arrangements.

D is the next best answer. The need to repeat the immunisation is addressed, however this does not share with the parents what has happened or the reason for the appointment and so is a less appropriate answer.

C is the next best answer as it is good to fill in a critical incident form so that the causes of the error are investigated but this does not address the need to repeat the immunisation.

B is not a good response because it does not address the baby's need and it would be better to discuss the error directly with the nurse to find out what had happened.

E is not a good response because you are the only person who knows the baby has not received the immunisation and if you take no action this will not be addressed.

Example 2

A 55-year-old woman with ischaemic heart disease has smoked 20 cigarettes per day for 40 years. She requests nicotine replacement patches. She has had these previously but has been inconsistent in their use and has often continued to smoke while using the patches.

Rank in order the following actions in response to this situation:

- A** Emphasise the dangers of smoking but do not prescribe
- B** Enquire about the difficulties she has with stopping smoking and any previous problems with patches
- C** Insist on a period of abstinence before prescribing any further patches
- D** Prescribe another supply of patches and explain how they should be used
- E** Suggest that nicotine replacement therapy is not suitable for her but explore alternative therapies

Answer:

Question	Option	Most appropriate	Least appropriate
1	A	1	2
	B	1	2
	C	1	2
	D	1	2
	E	1	2

Rationale for answer:

(You will not be asked to explain your answer. This rationale is for information only.)

B is the best response to this situation. The patient clearly wishes to stop smoking but is experiencing difficulties in doing so. A discussion about the problems she faces may help her to make her next attempt more successful.

E is also a good response but it assumes the nicotine replacement therapy is not suitable for her, whereas it may be the right approach and she may need more help in using it effectively.

D is a possible approach but given her previous failures with the patches it may need more than this for her to succeed.

A is unlikely to help her. She clearly already wants to stop smoking or she would not be making repeated attempts with the patches and this option does not include any alternative approach to stopping.

C is a very poor response. If she is unable to stop smoking with the patches, she is unlikely to do very well without.

Situational Judgement Test – Part 2

In part 2 of the SJT you will be presented with scenarios followed by a number of possible options. For each scenario you will be asked to select the **three** options which together are the most appropriate response to the situation. Shade the circles for all the options you have chosen on the answer sheet.

Example

You are looking after Mrs Sandra Jones, who is being investigated in hospital. You are asked by her family not to inform Mrs Jones if the results confirm cancer.

*Choose the **three** most appropriate actions to take in this situation.*

- A** Ignore the family's wishes
- B** Agree not to tell Mrs Jones
- C** Explain to the family that it is Mrs Jones' decision
- D** Ask Mrs Jones whether she wishes to know the test results
- E** Ask Mrs Jones whether she wishes you to inform the family
- F** Inform Mrs Jones that her family do not wish her to have the results
- G** Give the results to the family first
- H** Give the results to the next of kin first

Answer:

Question	Options
1	<input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D <input type="radio"/> E <input type="radio"/> F <input type="radio"/> G <input type="radio"/> H

Rationale for answer:

(You will not be asked to explain your answer – this rationale is for information only.)

As Mrs Jones is the patient it is her decision whether she should hear her results, not the family's. Indeed, it is Mrs Jones' choice whether the family should be informed of the results at all. This should be explained to the family. Therefore the correct responses are **C**, **D** and **E**. Together these actions are the most appropriate response to the situation.

Assessment 2: Multiple Mini Interviews

Applicants are rotated between interview stations, with each interviewer asking the same question to each applicant individually. You will have two minutes to read the question before entering the interview room, then up to eight minutes to answer the question. You are not required to use the full eight minutes. You are then rotated to the next interview station and the same procedure applies for the next question. Unlike objective structured clinical examinations (OSCEs), MMIs do not involve patient presentations.

You can see some examples of MMI questions below:

Example 1

This question looks at your analytical and problem solving skills. Please describe a time when you were faced with a challenging diagnostic problem. Why was it so challenging and how did you develop a management plan for the patient?

Example 2

This question looks at your organisational and management skills. Tell us about a patient you saw who had complex health needs and required follow up by other health professionals after leaving your care.

IMPORTANT NOTICE

To ensure impartiality the interviewers will not have had access to your application prior to the MMIs. Please bear this in mind when answering the questions.

The AGPT Selection team recommends applicants familiarise themselves with the assessment criteria on page 54.

The NAC is split into two sections (SJT and MMIs); applicants may be required to complete the NAC in any order.

Total AGPT Selection Score and Preference Distribution Matrix

On 22 July 2013 you will be emailed your total AGPT selection score and the ranking band into which your score falls. Your total AGPT selection score is made up of standardised results from the two raw scores from your Multiple Mini Interviews (50%) and Situational Judgement Test (50%). As both raw scores are set on different scales, the scores must be standardised in order to determine your total AGPT selection score. The scores are standardised using T scores and Z scores (see terminology on page 3).

Through the online application system (in Section E: Training preferences) you will be able to see, anonymously, how many other applicants have also applied to your preferred RTP, and which bands they fall in. This will be displayed in what is called the 'preference distribution matrix'. The matrix allows you to make an informed decision as to whether you want to change your nominated RTP preferences, in order to increase your chances of being shortlisted.

Applicants are shortlisted in score order, from highest (those scores that fall into band 1) to lowest (those scores that fall into band 10).

For example, if there are 30 shortlist places for your first RTP preference and you sit in band 10, you will need to consider the following:

- The number of applicants who have nominated the same RTP preference and have scored in higher bands than you
- The number of applicants who have scored in higher bands than you and have chosen your first RTP preference as their second, third or fourth preference
- The distribution matrix is a 'real-time' document and is updated in response to applicant preference changes
- Shortlisting does not guarantee the offer of a training place.

Taking these variables into account, you will be able to determine the likelihood, at that point in time, of whether or not you will be shortlisted to your preferred RTP. You can then change your preferences accordingly, if required.

As shortlisting is done in order of total AGPT selection score, the highest scoring applicant will be shortlisted first. If your first preference is full you may be shortlisted to your next available preference. If you have nominated an over-subscribed RTP as your first preference, and have a lower score, you may not be shortlisted.

Applicants have the opportunity to change their RTP preferences between 10.00am AEST 22 July and 10.00am AEST 29 July 2013. After this date applicants will not be able to change their preferences.

As there is a possibility applicants may be shortlisted to any of their nominated RTP preferences, do not nominate RTPs you are not willing to relocate for and train with.

Information for applicants applying for an exemption from Section 19AB

Applicants applying for an exemption from section 19AB of the *Health Insurance Act 1973* must provide their letter of exemption to the AGPT Selection team by 10.00am AEST 29 July 2013. The letter must be provided by this date if the applicant wishes to change their nominated pathway within their RTP preferences to reflect the exemption. If the letter is not provided by this date there are two options available to applicants:

- Continue with application on the rural pathway and disregard the exemption
- Withdraw from the selection process and apply in a subsequent intake (if applicable) with the exemption.

Once shortlisting has been completed amendments to RTP preferences cannot be made.

Please note: Applicants will be shortlisted to only one RTP per intake.

Information for ADF applicants

ADF applicants will be shortlisted to their first RTP preference. However ADF applicants are still required to attend an NAC.

If you are an ADF member and are unsure of where you will be stationed in 2014, please contact the AGPT Selection team between 8.30am and 5pm AEST, Monday to Friday, on 1800 DR AGPT (1800 37 2478) or email selection@gpet.com.au



Example of a preference distribution matrix

Below is a partial excerpt of a preference distribution matrix from last year's selection process with explanations of each section.

Applicants are ranked into 10 bands based on their total AGPT selection score – the highest scoring applicants fall into band 1 and the lowest scoring applicants fall into band 10.

Ranking bands are used to view the preference distribution matrix only.

Training places are the actual number of training places each RTP has for the specified training year i.e. 2014.

Training places can only be offered to applicants shortlisted to that RTP.

Shortlist places are the number of RTP placement assessments available (see page 65).



2013 Applicant Band Preference Distribution Matrices: Round 1

Matrix 1: All Applicants - Preference 1

Regional Training Provider	Pathway	Number of non ADF Applicants										2013 Training Places	2013 Shortlist Places
		Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8	Band 9	Band 10		
Adelaide to Outback GP Training	General	4	5	1	2	3	1	2	2	1	-	21	25
Adelaide to Outback GP Training	Rural	-	3	-	2	4	1	7	6	4	3	30	19
Beyond Medical Education	General	-	-	-	-	1	-	-	-	2	2	5	4
Beyond Medical Education	Rural	4	-	-	1	3	2	7	7	28	21	73	83
Bogong Regional Training Network	Rural	1	3	2	2	1	3	1	7	2	7	29	33
Central and Southern QLD Training Consortium	General	25	17	23	16	21	11	7	8	6	13	147	91
Central and Southern QLD Training Consortium	Rural	2	3	5	2	5	7	6	4	7	7	48	42
CoastCityCountry Training Inc	General	4	3	3	7	4	3	6	2	5	-	37	36
CoastCityCountry Training Inc	Rural	3	3	3	2	3	6	8	6	10	11	55	43
General Practice Training - Valley to Coast	General	4	4	5	2	2	3	4	2	-	3	29	37
													42

Band Thresholds		
Band	Min Score	Max Score
1	109.11	128.16
2	106.76	109.11
3	104.83	106.76
4	102.90	104.83
5	100.91	102.90
6	98.97	100.91
7	96.72	98.97
8	94.12	96.72
9	89.69	94.12
10	0	89.69

NOTES

ELIGIBLE APPLICANTS (excluding ADF Members) ARE INCLUDED IN THE DISTRIBUTION

This matrix lists RTPs alphabetically showing the number of applicants, by band, who have nominated as preference 1 a particular regional training provider (RTP) and training pathway. The matrix can be re-generated to view the latest preference distribution.

Training places are allocated to RTPs for both rural and general pathways. Eligible applicants will be shortlisted for assessment to RTPs based on their National Assessment score, their RTP preferences and the availability of shortlist places.

The process follows the merit principle. Applicants will be shortlisted in score order, highest first. Consequently, higher scoring applicants are more likely to be shortlisted to their first preference than a lower scoring applicant. Please note: Applicants are shortlisted to RTPs based on their individual score, not by band.

2013 Training places: The number of available training places in the Regional Training Provider for commencement of training in 2013.

2013 Shortlist places: The number of suitability Assessment places available in round 1 of the selection process.

You can change your training provider preferences until 10:00am (AEST) Monday, 30 July 2012 by logging on to Section E of your application at <https://agptselection.gpt.com.au/SAMS/>.

You will need your Applicant ID and password to access your application.

Ranking band thresholds display the minimum and maximum scores in each band.

How to interpret the preference distribution matrix

Below is an explanation of how to interpret the preference distribution matrix using an excerpt from a sample matrix.

Looking at the matrix below, if you are in band 5 with a score of 102.48 and your first preference is Central and Southern Queensland Training Consortium (CSQTC) on the general pathway, you would look at the applicants in the higher bands (1-4) and determine the likelihood of being shortlisted to your first preference.

As shown, there are 99 shortlist positions for the general pathway, and there are 104 applicants in bands 1-5, including yourself. Therefore, there is a chance you may not get shortlisted to CSQTC. You would need to estimate where you are positioned within your ranking band.

		Number of non ADF Applicants											Shortlisting places at CSQTC		
Regional Training Provider		Pathway	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8	Band 9	Band 10	Total	2013 Training Places	2013 Shortlist Places
Central and Southern QLD Training Consortium	General	25	17	23	16	21	11	7	8	6	13	147	91	99	
Central and Southern QLD Training Consortium	Rural	2	3	5	2	5	7	6	4	7	7	48	42	47	

The AGPT Selection team is not able to advise you of your position within the ranking band. However by looking at the band thresholds you may be able to determine approximately where you sit in the band.

Band Thresholds

Band	Min Score	Max Score
1	109.11	128.16
2	106.76	109.11
3	104.83	106.76
4	102.90	104.83
5	100.91	102.90
6	98.97	100.91
7	96.72	98.97
8	94.12	96.72
9	89.69	94.12
10	0	89.69

As your total AGPT selection score is 102.48, you are positioned near the maximum score possible in ranking band 5. Therefore, there is a chance you may be shortlisted to CSQTC. You have a choice of either changing your first RTP preference from CSQTC or keeping your preference unchanged.

As the preference distribution matrix is a live document, the number of applicants nominating each RTP rural or general pathway will change every time an applicant changes their RTP preferences during the allocated period.

The AGPT Selection team cannot provide any further information than what is displayed in the preference distribution matrix, nor can they provide advice to applicants about their individual situations.

You will have a short window of opportunity between 10.00am AEST 22 July 2013 and 10.00am AEST 29 July 2013 to change your original RTP preferences in the online application system, and potentially improve your chances of being shortlisted.

Shortlisting

Shortlisting will take place on 31 July 2013; applicants will be notified of their shortlisting status by email. Applicants will be shortlisted based on their individual total AGPT selection score (joint applicants will be shortlisted based on the lowest score of two applicants).

Shortlisting **does not** guarantee a training place.

IMPORTANT NOTICE

Applicants are only shortlisted to one RTP per intake. If you are unsuccessful in being shortlisted to one of your nominated RTPs, your application will not progress any further.

Once shortlisting has commenced, RTP preferences cannot be altered.



Stage Three: RTP Selection and Placement Offers

RTP Placement Assessments

If you are shortlisted with an RTP, they will examine your application and your total AGPT selection score. The RTP may hold further placement assessments, which will take place from 3 to 11 August 2013. Placement assessments may include:

- Further review of your total AGPT selection score
- Contacting your nominated referees
- Face-to-face interviews
- Skype interviews
- Other formal assessments.

The AGPT Selection team encourages applicants to contact their preferred RTP for further information on the types of placement assessments they are likely to conduct; or if you will be unavailable for a face-to-face interview between 3 and 11 August 2013.

Shortlisting **does not** guarantee an interview or training place.

Once RTP placement assessments have concluded, you will either be offered a training place, or notified that you have been unsuccessful in gaining a training place with your shortlisted RTP. If you are unsuccessful, or do not accept an offered training place, you are welcome to re-apply for the 2015 AGPT program.

IMPORTANT NOTICE

Any requests for feedback in regards to the RTP placement assessment process should be directed to the individual RTPs, **not** the AGPT Selection team, as this part of the selection process is directly managed by the RTPs.



Final Outcomes

All applicants who are shortlisted will be notified by the RTP as to the outcome of their application prior to the end of August 2013.

Successful applicants should remain in contact with their RTP in relation to the next stages prior to commencing the AGPT program in 2014.

If, by the end of 2013, you have not been offered and accepted a training place in the 2014 AGPT program you can re-apply in 2014 for the 2015 AGPT program, where you will complete a new application and have another opportunity to attend a National Assessment Centre.

If you choose to decline an offer of a training place, your decision will be final. Once you have declined the position you can not be reconsidered for the same RTP within the same intake.

IMPORTANT NOTICE

Applicants who are successful in obtaining a training place must either accept or decline the offer within seven days of receiving the offer.

Future Intakes

You are welcome to apply again in 2014 for the 2015 AGPT program. However, applicants will need to: obtain a new applicant ID; complete a new application form; submit new supporting documents; and attend another National Assessment Centre.

The AGPT Selection team recommends applicants contact the RTP and discuss their situation if they have previously been unsuccessful in obtaining a training place with that RTP.

Complaints and Appeals

If you believe the application and selection process has not been applied fairly, a complaints and appeals process is available. Information on how to lodge a complaint or appeal is in the *Registrar Selection Complaints and Appeals Procedure* at www.agpt.com.au





Australian College of
Rural and Remote
Medicine



The Royal Australian
College of General
Practitioners

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