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| * **Case Reports will be returned by the Education Officer if it is over 2000 words. Reports exceeding the word limit will not be accepted in any circumstance.**
* This file is a Microsoft Word document. You can fill-in your details and print it. This case report cover sheet is subject to revision. Updated versions will be available from this site and the College.
* Do not attempt to alter the sheet. You should view this file in the "Page Layout" or "Print Layout" mode (depending on what version of Word you are using). To check which mode you are in, click on "View" in the menu bar. You should also make sure that Table gridlines are not showing (click on "Table" in the menu bar and select "Hide Gridlines").
* Place your details in the boxes provided. You can use the TAB key to move from one box to the next. To move back a box, press SHIFT-TAB.
* To mark a check box, click on it with the mouse.
* Please submit all case reports ***electronically*** (PDF) to ClinicalGenetics@racp.edu.au. Hard copies are not required.
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##### Please scroll to the next page.



#### ADVANCED TRAINING COMMITTEE IN CLINICAL GENETICS

COVERING PAGE FOR SUBMISSION OF CASE REPORTS FOR ADVANCED TRAINING IN CLINICAL GENETICS

*This page must be completed and attached to the front of the*

 *original version of each case report submitted to the College for review.*

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| --- | --- |
| **Name:** |  |
| **Site of training:** |  |
| **Name of supervisor:** |  |
| **Year of training:** *1st year, 2nd year, 3rd year* |  |
| **Date submitted:** | **/    /** |
| **Year to which the case report applies:** |  |
| **Case report number:** | **of** |
| **Title of case report\*:**\*If this case report is a resubmission, please indicate ‘Resubmission’ in the project title.  |  |
| **Type of case report** | [ ]  Clinical Genetics [ ]  Cancer Genetics[ ]  Metabolic Genetics |
| **Word count:**Limit 1500-2000 words, not including references and/or reflections. |       words |
| **Topics for General Clinical Genetics** **& Cancer Genetics**12 case reports should comprise of:* 6 x case reports (minimum) addressing genomics, 2 reports per training year required
* 2 x case reports (minimum) addressing of the topics listed
 | Please select the topic(s) addressed in your case report (Note: more than 1 may apply): [ ]  Genomics [ ]  Cytogenetics [ ]  Dysmorphology/clinical diagnosis [ ]  Molecular genetic testing/clinical correlation [ ]  Biochemical genetics [ ]  Prenatal diagnosis [ ]  Mendelian genetic problems |
| **Topics for Metabolic Genetics**12 case reports should comprise of:* 5 x case reports (minimum) should focus on the management/treatment issues relevant to the case — a list of counselling/psychosocial issues and pedigree to be included separate to the report.
* 5 x case reports (minimum) should discuss counselling/psychosocial issues in depth — a list of relevant management/treatment issues and pedigree to be included separate to the report.
* 2 x case reports (minimum) addressing of the topics listed
 | Management/treatment focused casesNo.submission **of 5**Counselling focused casesNo.submission **of 5**Please select the topic(s) addressed in your case report (Note: more than 1 apply): [ ]  Cytogenetics [ ]  Dysmorphology/clinical diagnosis [ ]  Molecular genetic testing/clinical correlation [ ]  Biochemical genetics [ ]  Prenatal diagnosis [ ]  Mendelian genetic problems |
| **Trainee declaration**By signing below, you indicate that you understand the following statements: | I declare that: * This case report is my own original work, except where I have appropriately cited the original source.
* I have read and understood the College’s Policy in respect of Academic Honesty and Plagiarism.

For the purposes of assessment, I give the reviewer of this project permission to:* Reproduce this case report for marking purposes; and
* Take steps to authenticate the case report, including communicating a copy of this project to a checking service (which may retain a copy of the project on its database for future plagiarism checking).
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|  |
| **Signature of trainee:** | [ ]  **I have discussed the project with my supervisor and have read and understood the above declaration**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Date:    /    /** Signature |
| **Signature of supervisor:** | [ ]  I was or [ ]  I was not the supervisor on this case for this trainee.[ ]  I have read the case report and approve its content.[ ]  I have not read the case report (please give reason):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:    /    /** Signature |