



RACP
Specialists. Together
EDUCATE ADVOCATE INNOVATE

SHORT-TERM TRAINING IN A MEDICAL SPECIALTY: GUIDELINES FOR APPLICANTS (AUSTRALIA)

Contents

What is short-term training in a medical specialty?	3
Maximum timeframes permitted for this pathway	3
The role of the RACP	3
Specialties assessed by RACP	4
Who will assist with your application?	4
Applying for short-term training in a medical specialty	5
Before applying to the RACP	5
Documents required by the RACP	5
Assessment fees	5
Timeframes	6
Extensions	6
Duty to disclose all relevant information	6
Communication with the RACP	6
Flowchart of application process	7
Summary of your responsibilities during short-term training in a medical specialty	8
Definitions	8

What is short-term training in a medical specialty?

Short-term training in a medical specialty is a pathway that allows international medical graduates (IMGs) who are qualified specialists or specialists-in-training to undertake a short period (up to 24 months) of training in a particular medical specialty area in Australia. The short-term training in a medical specialty pathway also promotes opportunities for exchange fellowships.

In line with the Medical Board of Australia's (MBA) guidelines for short-term training¹, this pathway is available to IMGs who are applying for limited registration for postgraduate training or supervised practice and:

1. are recognised as qualified specialists in another country of training (outside Australia) **or**
2. are specialists-in-training in another country (outside Australia) and who:
 - a) are likely to be no more than two years away from completing their specialist training; **and**
 - b) have passed a basic specialist examination or have satisfactorily completed substantial training (generally three or more years, i.e. PGY 5).

Maximum timeframes permitted for this pathway

The RACP encourages you to review the MBA Guidelines for short-term training in a medical specialty to determine if this is the right registration pathway for you. The MBA stipulate that the maximum period of practice permitted on this pathway is 24 months. Short-term training in a medical specialty is not accredited by the RACP and does not lead to Fellowship of the College or specialist recognition in Australia. Additionally, support provided for this pathway does not relate to eligibility to join an RACP training program.

This pathway is appropriate for IMGs who intend to complete a short period of training in Australia, up to 24 months, and return to their country of practice following this period of training. If you intend to practice in Australia for longer than 24 months, you should explore other registration pathways. Please contact the Australian Health Practitioner Regulation Agency (AHPRA)² for further information on alternative registration pathways.

The role of the RACP

The MBA delegate a specific role to specialist medical colleges to assess whether:

- you are a genuine specialist-in-training or internationally qualified specialist; *and*
- the position is appropriate for your level of training and experience; *and*
- there is adequate supervision and support for your level of training and experience.

This recommendation is provided to the MBA for the purposes of limited registration only.

¹ <https://www.medicalboard.gov.au/Codes-Guidelines-Policies/Short-term-training-guidelines.aspx>

² <https://www.ahpra.gov.au/>

Specialties assessed by RACP

The RACP assesses short-term training in a medical specialty in the following specialty areas. If your specialty is not assessed by the RACP, it may be assessed by another Australian college. We recommend you browse the list of Australasian Medical Colleges³.

Addiction Medicine	General Paediatrics	Occupational & Environmental Medicine
Cardiology	Geriatric Medicine	Paediatric Emergency Medicine
Clinical Genetics	Immunology & Allergy	Palliative Medicine
Clinical Pharmacology	Infectious Diseases	Public Health Medicine
Clinical Haematology	Medical Oncology	Rehabilitation Medicine
Community & Child Health	Neonatal & Perinatal Medicine	Respiratory Medicine
Endocrinology	Nephrology	Rheumatology
Gastroenterology	Neurology	Sleep Medicine
General Medicine	Nuclear Medicine	Sexual Health Medicine

Who will assist with your application?

The Overseas Trained Physicians (OTP) Unit manage all applications for short-term training in a medical specialty. A Case Officer will contact you upon submission of your application. Please read these guidelines before making a general enquiry about the short-term training in a medical specialty pathway.

	Email address: OTP@racp.edu.au
	Contact number: +61 02 8076 6360

³ <https://www.amc.org.au/accreditation-and-recognition/assessment-accreditation-specialist-medical-programs-assessment-accreditation-specialist-medical-programs/specialist-medical-colleges/>

Applying for short-term training in a medical specialty

Before applying to the RACP

Before applying for short-term training in a medical specialty you must:



1. Acquaint yourself with the registration requirements in Australia and the documentation that may be requested. Please refer to the MBA website⁴ for further details
2. Read the RACP's Short-term training in a medical specialty - Guidelines for applicants
3. Apply to the Australian Medical Council (AMC) for primary source verification of your qualification(s)
4. Determine if this is the right registration pathway for your needs, in line with the information provided above.

Documents required by the RACP

Please refer to the checklist on page 2 of the short-term training in a medical specialty application form⁵ available on the RACP website. This checklist provides an outline of the mandatory documents needed by the RACP for a complete short-term training application in accordance with the MBA required documents. Your application will not progress until a complete application is received by the RACP.

All documents must be submitted electronically to IMG@racp.edu.au.

The College will not accept incomplete applications and any additional documents that are submitted, but are not required for an application, will not be saved. The RACP may also request additional documents if required.

Assessment fees



The current fee for application of short-term training in a medical specialty can be found on the RACP website⁶. You should be aware of the required fees before applying.

⁴ <https://www.medicalboard.gov.au/>

⁵ <https://www.racp.edu.au/overseas-specialists/practice-in-australia/short-term-specialist-training>

⁶ <https://www.racp.edu.au/become-a-physician/fees>

Timeframes

You should be aware of the following timeframes:



- Assessing your application can take up to 8 weeks. You can assist the process by ensuring that you provide all the required documents when applying and by responding promptly to correspondence from the OTP Unit.
- Payment of the short-term training in a medical speciality fee must be made within 30 days for your application to proceed. If payment is not made, your application will expire.
- In compliance with the MBA guidelines, the maximum period of practice permitted on this pathway is 24 months.

Extensions

You may be able to apply for an extension of an approved training position if the total period of your training will be no longer than 24 months. It is the responsibility of the applicant to ensure that any request for extension is submitted at least 12 weeks before your current approved period of training finishes.

If you intend to change to a new position (within 24 months on the short-term training pathway) that differs from what the College previously approved, you will need to submit a new application for assessment.

The RACP short-term training fee will apply for all extension applications. An Annual Progress report⁷ (available on the RACP website) is also required for extension applications and will be used to determine whether the College provides further support.

Duty to disclose all relevant information



It is your responsibility to communicate all the information required to support your application. You must fully and openly disclose all information that may be relevant throughout the application process and your period of short-term training in a medical specialty. Non-disclosure of relevant information may result in the RACP rejecting your application or withdrawing support for your position.

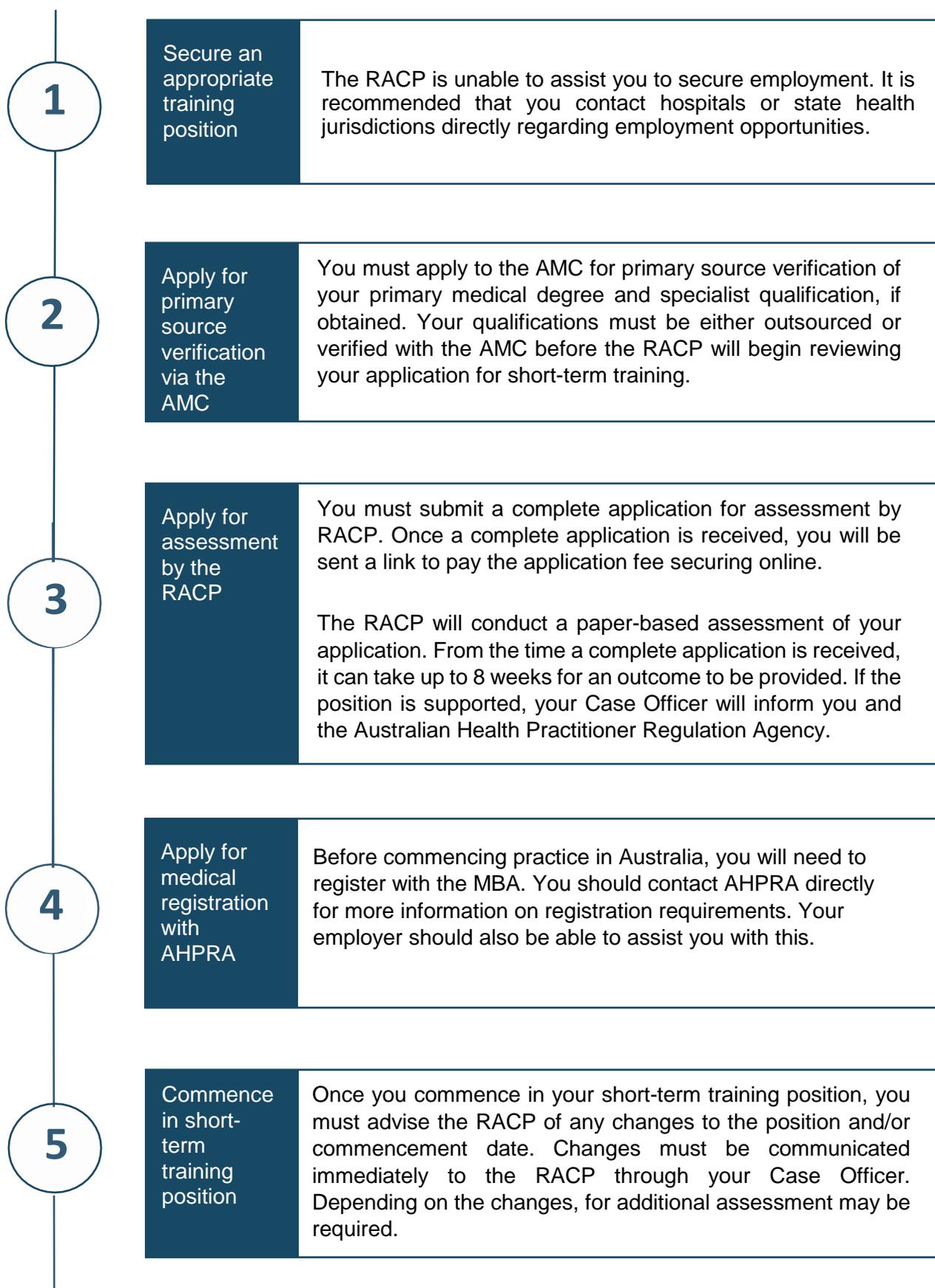
Communication with the RACP

You must communicate to the RACP any change in circumstances that has an impact on your application, final assessment decision or your approved period of short-term training. This includes any changes to:

- the sites where you are employed
- the duties and responsibilities of your training position
- your supervision arrangements
- your training program
- the dates specified for your position.

⁷ <https://www.racp.edu.au/overseas-specialists/practice-in-australia/short-term-specialist-training>
Short-term training in a medical specialty: Guidelines for applicants (Australia) | 6

Flowchart of application process



Summary of your responsibilities during short-term training in a medical specialty

To progress in a position for short-term training in a medical specialty, you are responsible for:

- securing a suitable position which must be prospectively approved with appropriate supervision arrangements
- having regular meetings with your supervisors
- engaging fully with the training and responding constructively to feedback and areas for development
- communicating with the RACP at all times about concerns, changes and developments that impact on the arrangements for your training position
- ensuring that any request for an extension (within 24 months on the short-term pathway) is submitted at least 12 weeks before your current approved period of training finishes. An Annual Progress report will be required for renewal and/or extension applications (a RACP report template will be issued by your Case Officer).

Definitions

AAMC-30	Medical Board of Australia form to apply for short-term specialist training
AHPRA	Australian Health Practitioner Regulation Agency
AMC	Australian Medical Council
Chapters	The Chapters of the RACP, namely the Chapter of Addiction Medicine, Chapter of Palliative Care Medicine and the Chapter of Sexual Health Medicine. The Chapters each award distinct Fellowships (eg, Fellow of the Australasian Chapter of Palliative Medicine, FACHPM).
Divisions	The Divisions of the RACP, namely the Adult Medicine Division and the Paediatrics and Child Health Division.
Faculties	The Faculties of the RACP, namely the Faculty of Occupational and Environmental Medicine, the Faculty of Public Health Medicine, and the Faculty of Rehabilitation Medicine. The Faculties each award distinct Fellowships (eg, Fellow of the Australasian Faculty of Public Health Medicine, FAPHM).
IMG	International medical graduate
OTP	Overseas trained physician or paediatrician
RACP	Royal Australasian College of Physicians