



Advanced Training in Rheumatology Trainee's Report Guidelines

All Advanced Trainees are required to submit to the relevant training committee (Advanced Training Committee in Rheumatology for Australia or Advanced Training Subcommittee in Rheumatology for New Zealand) an account of their training experience by the end of the training rotation.

This report will be forwarded with the Supervisor's Report to the relevant training committee for consideration. The two reports will provide the principle basis upon which certification of the relevant training period will be determined.

The Trainee's Report should outline the work undertaken during the training rotation, under the following headings:

- Clinical responsibilities
- Education programme
- Diagnostic techniques
- Teaching
- Research, publications, formal presentations
- Other relevant information

NOTE: This report should be a reflection on the learning experience and not simply a list of training activities.

When writing the Trainee's Report, the Advanced Trainee should refer to training requirements in the current handbook and ensure that the Trainee's Report includes sufficient details for the relevant training committee to determine the adequacy of the training experience.

It should be noted that training certification and/or admission to Fellowship may be delayed until the relevant training committee is satisfied that all requirements of the rheumatology Advanced Training program have been adequately fulfilled.

- **Your Trainee's Report must be read and certified by your supervisor(s)**
- **The Trainee's Report must be typewritten or word processed**
- **The usual length of a Trainee's Report is 2-3 pages of A4 typescript**

| Australian Office | New Zealand Office |
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| rheumatology@racp.edu.au | rheumatology@racp.org.nz |
| Submission deadline: 31 January and 15 July | Submission deadline: 31 May and 31 October |

Additional feedback regarding the training experience may be provided in confidence to the College and/or relevant training committee via your Education Officer. Anonymity can be upheld if requested.