

Advanced GP Procedural Training Posts in Rural Victoria

Guidelines for 2007

A program to support procedural GP training to meet the medical service needs of people living in rural Victoria.

This is provided as information for Victorian Regional Training Providers (RTP). GPs and health services interested in accessing this program should contact their local RTP.

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<http://www.health.vic.gov.au/workforce/medical.htm>

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Introduction

A key challenge for human services is the development of a flexible and skilled workforce across Victoria. In order to meet and respond to this challenge the Department has committed to building an effective and safe workforce and to investing in training and development in the human services sector.

Although primary medical care is primarily a Commonwealth responsibility, the Department of Human Services recognises the important complementary role of the general practitioner (GP) in relation to Victoria's public health system. An appropriately skilled and distributed GP workforce is required to meet the State's primary care needs, particularly for the delivery of public and community health programs and procedural work in rural hospitals. Funding is available from the Department of Human Services (DHS) to assist with the development, recruitment and retention of a skilled general practice workforce in Victoria.

Overview

The objective of the *Procedural GPs Initiative* is to increase the number of procedural GPs by providing more opportunities for GPs to acquire and maintain the relevant skills. This initiative articulates with the Australian General Practice Training Program by supporting the development and provision of skill training in DHS priority areas, beyond the skills required for 'core' general practice.

The outcomes of the initiative will result in more GPs with advanced skills, to practice in areas of need. One of the key areas of this initiative is the expansion of the number of advanced skill training posts and support for GPs in these posts to continue to practise their newly acquired skills.

The Advanced GP Procedural Posts in Rural Areas commenced in 2005. Applications for funding under this program in 2007 are now invited on the application form at Appendix 1. Regional Training Providers (RTPs) administer the program at a local level and coordinate and lodge applications for funding on behalf of health services in their local region.

Applications

Submissions to the Department will be coordinated and lodged by GP RTPs. All applications **must** demonstrate a capacity to fill the post for the 2007 academic year. All health services wishing to access funding under the Advanced GP Procedural Posts in Rural Areas program should contact their local rural RTP. A listing of Victorian Rural RTPs is at Appendix 2.

The application form is contained in Appendix 1.

Electronic copies can be obtained by contacting Tanja Surwald at tanja.surwald@dhs.vic.gov.au or from the DHS website at <http://www.health.vic.gov.au/workforce/medical.htm>

Applications for funding for 2007 must be received by the Department by C.O.B **9 September 2006**. Applications should be forwarded to:

Tanja Surwald
Medical Workforce Unit, Service and Workforce Planning
Department of Human Services
GPO Box 4057
Melbourne VIC 3001
tanja.surwald@dhs.vic.gov.au

Procedural Posts

Funding is available to new supernumerary advanced procedural skill posts with Joint Consultative Committee (JCC) Advanced Rural Skills Post (ARSP) accreditation. The funding of \$100,000 per 12-months is available for posts in anaesthetics, surgery, obstetrics and emergency medicine. Funding is available for posts in an identified area of workforce shortage. An area of workforce shortage is defined as a region or town in a RRMA 3-7. The program enables health services to expand the number of training posts available at the advanced skill level and will provide additional opportunities for GPs to up skill in areas of workforce shortage.

The GPs in training will be mentored by a practising procedural GP, in addition to in-training supervision, during and beyond the training period (12 months of training and 12 months post completion). Mentoring provided during and after training will facilitate the, at times, difficult transition from trainee to practitioner.

Funding is available to subsidise health services for the cost of GP training posts, specifically for the provision of appropriate education, training and supervision provided within a post. As part of the \$100,000 allocated to each post, a maximum of \$10,000 is available for mentoring, accommodation and travel.

The GP Rural RTPs will manage the funding and be responsible for ensuring that the posts meet the specified standards. A list of Rural Regional Training Providers in Victoria is provided in Appendix 2.

Funding was originally designed to be for **new** supernumerary advanced procedural skill posts, however, it has been agreed that 2007 applications may be either to continue to support posts initiated in 2006 or to establish new posts.

Posts

Health services are expected to make flexible training options available to encourage practising GPs to participate in the program. This may include making posts available on a part-time basis.

To support this program and as part of the *GP Procedural Initiative*, VicNet (a collaboration between RWAV and RTPs) has been contracted by the Department to provide information, advice and direction regarding all training opportunities for extended and advanced skill posts and clinical attachments. A centralised and coordinated register of training opportunities will streamline the process for GPs wishing to up-skill, and will list all GP Procedural rural posts on its register. For more information on this coordinated statewide information service refer to www.vicgptraining.com.au. Health services & RTPs should liaise with VicNet to ensure posts are widely advertised and that accurate information about posts is listed in time for publications & advertising activities.

Accreditation

In order to qualify for a training subsidy, posts must be accredited as Advanced Rural Skills Posts (ARSP) by the relevant JCC. RTPs will be responsible for ensuring that posts are accredited and for monitoring the quality of education, training and mentoring provided.

Curriculum

It is expected that existing curricula will be utilised, and that it is consistent with the accreditation requirements of ARSPs. Training provided within the post will be based on the relevant curriculum and the trainee's individual learning plan. Health services will be responsible for ensuring that a learning plan is developed at the start of the post, and that it reflects both the training requirements of the position and the service needs of the community. Individual learning plans should be developed jointly by the GP and the supervisor and will include a list of learning objectives that are drawn from key learning outcomes associated with the relevant curricula.

Performance and Reporting

RTPs will be required to report on the Advanced Procedural Training Pilot every six months. A set of performance measures will be developed to monitor the effectiveness of the program and will include the

number, location and type of posts filled and the number of doctors that subsequently practice in the specialty area in which they have trained.

Education and Supervision

Formal and informal education and supervision of GPs, where the relevance to the GP context is highlighted, is essential and will be the responsibility of the health service. They will monitor and assess whether the education, training and supervision provided by the service meets the requirements of the post. RTPs will be expected to liaise with other providers of GP education, at the local, state and national level, to ensure the training provided forms part of a continuum of learning for general practice.

Process

In 2007 RTPs will coordinate the submission process in their local area. Health services seeking funding for posts will lodge an application for funding via their RTP to the Department.

RTPs, acting as fund-holders, will have responsibility for administration and funding arrangements associated with the post, including payment of the subsidy for the training position to hospitals, travel, accommodation and mentoring costs. RTPs will also be responsible for identifying and appointing suitable mentors to each post.

All applicants must demonstrate a capacity to fill the post in 2007. Payment to Health Services will be made via the RTPs once the post is filled. Proposals for funding in 2007 must be received by the Department of Human Services C.O.B **9 September 2006**. Proposals should follow the proforma outlined in Appendix 1.

Applications for funding will be assessed according to the following selection criteria:

- Demonstrated capacity to develop the post;
- Demonstrated capacity to fill the post;
- Demonstrated workforce or training need for a new post in the region;
- Demonstrated support from the proposed service provider;

Timeline

9 September 2006	Proposals for 2007 funding must be received from RTPs
23 September 2006	DHS selected successful posts, ensuring equity across the RTPs
14 October 2006	Service Agreements (2006-07) signed between DHS and each of the RTPs
30 November 2006	Funding for 2006-07 provided to RTPs

Appendix 1 Application Form

Regional Training Provider Details

Regional Training Provider

Contact Person

Post

Address

Phone

Fax

Email

Training Post

Posts for which subsidies are sought:

Service Provider	Town or SLA*	Type of Post (eg anaesthetics)	FTE	Semester 1, 2 or both	Current Accreditation **
1.					
2.					
3.					
4.					
5.					
6.					

* Statistical Local Area

** Current accreditation as an Advanced Rural Skills Post is essential.

Please provide the following details for each post

Service Provider Details	Service provider type: (eg hospital/community health centre/ GP practice)		
	Service provider name:		
	Contact person:	Letter of support attached?	Yes No
	Address :		
	Phone:	Fax:	
	Email:		

Has a suitable candidate been identified for the post?

If so, whom?

Is this post new or is it a post supported in 2006 as part of this initiative?

Does a similar post already exist in your region?

Does a similar post already exist elsewhere in Aust?

If yes, where?

Describe the education and training activities to be provided/developed.

Describe the proposed supervision arrangements.

How does the proposed post address workforce shortages or fill a training need in your region?

Appendix 2 Rural Regional Training Providers - Victoria

Bogong Regional Training Network

PO Box 387
Wodonga Vic 3689
Tel: 02 6057 8600
Fax: 02 6024 7817
Email: bogong@bogong.org.au
Internet: www.bogong.org.au

Gippsland Education and Training for General Practice (GETGP)

GetGP Offices
GREEN Inc.
Suite B2 50 Northways Rd
Churchill VIC 3842
Tel: 03 5132 3100
Fax: 03 5132 3133
Email: linda.kruger@getgp.net.au
Internet: www.getgp.net.au

Greater Green Triangle GP Education & Training Inc

PO Box 5010
Warrnambool VIC 3280
Tel: 03 5562 0051
Fax: 03 5560 5581
Email: gmcmeel@ggtgpet.com.au
Internet: www.ggtgpet.com.au

Victoria Felix Medical Education

PO Box 2177
Bendigo Delivery Centre VIC 3554
Tel: 03 5441 9300
Fax: 03 5441 9399
Internet: www.vicfelix.com.au