



RANZCO

The Royal Australian
and New Zealand
College of Ophthalmologists

Part-time Training or Interrupted Training

Approved by: CEO
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THE MEDICAL EYE SPECIALISTS

1. Purpose and scope

This policy outlines the conditions by which trainees on the RANZCO Vocational Training Program (VTP) may undertake interrupted or part-time training, and the process they must follow to have an application for such flexible training considered. The policy also outlines the conditions for re-instatement to the VTP.

Policy

1.1. Background

- 1.1.1. The College considers trainees to be adult learners and capable of managing their professional and personal circumstances, and recognizes that there will be times when part-time or interrupted training arrangements (whether proposed by the trainee or by the College) are in the trainee's best interest.

1.2. Training Pathway

- 1.2.1. Trainees who undertake part-time training, or who interrupt their training, will be required to adhere to the training pathway and the timing requirements for progression through the VTP. For example, the RANZCO Advanced Clinical Exam (RACE) cannot be attempted until a trainee has started their fourth Full Time Equivalent (FTE) year of training

1.3. Applications for Interrupted and Part-time Training

- 1.3.1. Although the College will, in principle, support requests from trainees for part-time or interrupted training, each case will be evaluated on its merits subject to the conditions outlined below.
 - 1.3.1.1. A trainee seeking part-time or interrupted training should make a formal proposal to the regional Chair of the Qualification and Education Committee (QEC), as well as to their employer. Based on the responses received, the trainee should refine their proposal before formally applying to the College.

The application to the College should be submitted well in advance of the date of effect, and must include:

 - 1.3.1.1.1. The date of commencement of part-time or interrupted training
 - 1.3.1.1.2. The expected date of returning to full time training
 - 1.3.1.1.3. Details of the clinical and surgical timetable for the time in part-time training, including which sessions will be supervised
 - 1.3.1.1.4. A letter from the employer supporting part-time or interrupted employment.
 - 1.3.2. The College will seek confirmation from the regional QEC Chair and the employer that there is agreement among the parties, and will then approve the arrangements, unless there are significant training reasons not to do so.
 - 1.3.3. To determine the trainee's curriculum and experience requirements upon resumption of training, *inter alia* taking account of continuity and currency of surgical and clinical skills and knowledge, the College requires the regional QEC Chair and the relevant College Education Manager to prepare a formal training status report on the trainee – immediately before commencement of the period of part-time or of interruption, and then again when training is resumed.

1.4. Conditions for Part-time training

1.4.1. Trainees undertaking part-time training are required to:

- 1.4.1.1. Meet the College Standards for Training on an FTE pro-rata basis, including adherence to the required number of supervised surgical and clinical sessions
- 1.4.1.2. Remain Associate Members of the College and pay the full Trainee Associate Membership fee
- 1.4.1.3. Pay pro-rata training fees in accordance with the time spent in part-time training

1.5. Conditions for Interrupted Training

1.5.1. Trainees must remain Associate Members of the College and pay the full Trainee Associate Membership fee. Trainees are not required to pay training fees whilst on interrupted training.

1.5.2. Skills and confidence can be lost during periods without training. Therefore, if the period of interruption is greater than three months, trainees will be required to have their skills assessed by the network when they return to work and training is resumed, to determine if any retraining or additional up-skilling is required. If additional training is required this must be organised by the trainee in consultation with the training network.

1.6. Reinstatement to the Vocational Training Program

1.6.1. In relation to a former trainee who seeks reinstatement to training, the Progression Committee and relevant College Education Manager will:

- 1.6.1.1. Consider the applicant's reasons for seeking reinstatement
- 1.6.1.2. Review the applicant's training status on leaving
- 1.6.1.3. Consider the continuity and relevance of the applicant's medical and surgical experience during the full period away from College training
- 1.6.1.4. Fully inform themselves of the circumstances through consultation with all relevant parties, including educators and employers in the trainee's former College network
- 1.6.1.5. Make a recommendation to the Censor-in-Chief, which is to include any recognition of training and examinations already completed, the period and nature of further training and experience required (refer also 1.5.2), and the examinations this trainee is required to pass.

1.7. Time Limit to Complete Training

1.7.1. To ensure the currency and validity of training, the five year VTP must be completed within 12 years from the commencement of training.