



RANZCO

The Royal Australian
and New Zealand
College of Ophthalmologists

Recognition of Prior Learning (RPL) for Temporary Training Registrars (TTRs)

Approved by: Board Version: Current Department: Education	Next review date: August 2026 Approval date: August 2023 Policy inventory number: 223.2023.08 03
--	---

1. Introduction

1.1. Purpose

The purpose of the Recognition of Prior Learning for Temporary Training Registrars (TTRs) Policy is to establish criteria for the recognition of milestones, training and assessment requirements which are satisfactorily completed by medical practitioners appointed as TTRs to work in RANZCO accredited training posts which are temporarily vacant. The selection and appointment of TTRs is covered by the Selection and Appointment into the RANZCO Vocational Training Policy.

1.2. Who is it prepared for?

This is a RANZCO-wide policy to be utilised by Temporary Training Registrars (TTRs), Clinical Tutors, Term Supervisors, Directors of Training, network QECs and RANZCO staff.

1.3. Scope

The scope of the Recognition of Prior Learning for Temporary Training Registrars Policy is to define the criteria for recognition of milestones, training and assessment requirements which are satisfactorily completed by TTRs.

1.4. Definitions

Temporary Training Registrar (TTR) means a medical practitioner appointed to relieve in an accredited training post while a trainee is on Interrupted Training.

Trainee means a medical practitioner enrolled in the RANZCO VTP and is not a Temporary Training Registrar (TTR).

RANZCO Vocational Training Program (VTP) means the training program offered by the Royal Australian and New Zealand College of Ophthalmologists, accredited by the Australian Medical Council (AMC) and Medical Council of New Zealand (MCNZ).

College means The Royal Australian and New Zealand College of Ophthalmologists (RANZCO).

Examinations and Assessment Committee means the sub-committee of the REC whose purpose is to oversee the implementation and delivery of the assessment and examination program for RANZCO's Vocational Training Program (VTP).

Satisfactorily refers to meeting all RANZCO's outlined requirements for a particular task or assessment.

Interrupted training means a period of leave approved by RANZCO pursuant to the Flexible Training Policy.

RANZCO Accredited Training Post means a hospital/clinic/facility accredited by RANZCO to deliver the Vocational Training Program.

Clinical Tutor means the person who has the primary role of providing education, training and work-based assessment to RANZCO trainees.

Term Supervisor means the person who has a clearly defined responsibility to oversee and manage an individual trainee's clinical training and performance within the department for a specified period or clinical placement.

Director of Training (DoT) means the person who has overall responsibility for the structure and quality of training in each hospital or department in their network, in line with the College policies and specific arrangements within their training network, and for providing Trainees with information and feedback on their progress.

Network QEC Chair means the person responsible for managing the network training program including overseeing the teaching, term rotations, assessment, and support of trainees, and advising the Delivery and Development Committee on the development of the College's education and training activities in their network.

2. Strategic Alignment

This policy has been developed to assist RANZCO in meeting its strategic priorities in Education, Training and Accreditation. Our goal is to be the pre-eminent provider of post-graduate eye health programs in our region.

3. Background and issues

RANZCO introduced the TTR role and the recognition of prior learning for milestones, training and assessment requirements completed by TTRs who are subsequently accepted by RANZCO as trainees to undertake the VTP. This is to ensure training opportunities are not missed when accredited training posts are temporarily vacant while trainees are on Interrupted Training.

4. Objectives

The Recognition of Prior Learning for Temporary Training Registrars (TTR) Policy provides the medical practitioners, who relieve in accredited training posts and are subsequently accepted by RANZCO as trainees to undertake the VTP, with the opportunity to have the:

- Milestones, training, and assessment requirements they satisfactorily complete while working as a TTR in an accredited training post recognised as prior learning.
- Time they work as a TTR in an accredited training post recognised as accredited training time.

5. Eligibility of Recognition of Prior Learning (RPL)

A TTR must meet the following requirements to be eligible to apply for Recognition of Prior Learning:

- Been appointed as a TTR to a RANZCO accredited training post no more than 3 years prior to starting the VTP.
- Worked in a full-time position in Ophthalmology at least 50% of the time during the 3 years since they finished their appointment as a TTR to maintain currency of capabilities. Evidence to demonstrate currency of capabilities and a record/s of employment verified by the employer must be submitted with the RPL application.

- Satisfactorily complete all pre-induction requirements for Year 0: Selection into Training as per the Progression Policy.
- Satisfactorily complete all milestone, training and assessment requirements documented in the VTP curriculum and Progression Policy which are relevant to the stage/s of training they undertook.
- Pay all RANZCO fees for which they are invoiced.
- Complete the full Vocational Training Program application, selection and appointment process documented in the Selection and Appointment into the RANZCO Vocational Training Program Policy and been appointed by a training network as a trainee to a RANZCO accredited training post.
- Formally apply to the Examinations and Assessments Committee for recognition of prior learning for the milestones, training and assessment requirements they satisfactorily completed whilst a TTR.

5.1 Items included in Recognition of Prior Learning

A TTR who is subsequently appointed by a training network as a trainee to a RANZCO accredited training post can apply to have the following recognised as RPL:

- Training time while they worked as a TTR provided they satisfactorily completed all VTP milestones, training and assessment requirements relevant to the stage/s of training they undertook which are documented in the VTP Curriculum and Progression Policy
- All satisfactorily completed VTP milestones, training, and assessment requirements relevant to the stage/s of training they undertook which are documented in the VTP Curriculum and Progression Policy.

5.2 Fees

The TTR must pay the full:

- TTR Associate fee
- RANZCO Training fee, pro-rata according to the length of time they work as a TTR in a RANZCO accredited training post.
- Fees for all milestone, training and assessment requirements they attempt while working as a TTR.

6. Monitoring and Evaluation

This policy will be monitored and evaluated in accordance with RANZCO's Policy Development Process.

7. Related documents

- Curriculum for the RANZCO VTP
- RANZCO Examination Policy
- RANZCO Flexible Training Policy
- RANZCO Privacy Policy

- RANZCO Progression Policy
- RANZCO Reconsideration, Review and Appeals Policy
- RANZCO Standards for Ophthalmology Training Posts
- Selection and Appointment into RANZCO Vocational Training Program Policy

8. Record of amendments to this document

Page	Details of amendment	Date approved
Nil	Nil	Nil

9. Appendices

Appendix A - Temporary Training Registrar Registration Form

Appendix B - Template Application for Recognition of Prior Learning



Registration as a Temporary Training Registrar (TTR)

Application to be completed and returned to RANZCO

94-98 Chalmers Street, Surry Hills NSW 2010

e: vtpsupport@ranzco.edu

Contact Details

Title: (Dr):

First Name: Middle Name:

Last Name: Preferred Name:

PREFERRED MAILING ADDRESS

Postal Address:.....

..... Postcode:.....

Courier Address:

Phone:..... Fax:.....

Mobile:..... Email:.....

Skype:.....

Languages spoken:.....

PRIVATE DETAILS

Home Address:.....

..... Postcode:.....

Home Phone:..... Home Fax:.....

Home Email (if different to above):.....

Mobile:..... Date of Birth:.....

Languages spoken:.....

Training Network:.....

Please provide supporting documentation as listed below:

1. Medical Registration

Medical Registration Number:.....



Attach a copy of your current Medical Registration

Registered in (location):.....

2. RANZCO Fees



Please attach payment of fees on the College tax invoice, enclosed.

3. Current colour photograph



jpeg (head & shoulders) for exam ID purposes [to vtpsupport@ranzco.edu](mailto:vtpsupport@ranzco.edu)

Please also log in to your RANZCO dashboard and upload the photo to your PROFILE.

4. Employment Letter



Please attach a copy of your letter of employment in relation to this position

- I understand my appointment as a Temporary Training Registrar carries no endorsement for further advancement, traineeship, selection or other benefit.
- I have read and understand the RANZCO Privacy Policy available at www.ranzco.edu
- I acknowledge and have read the RANZCO Professional Code of Conduct and are bound by these and all relevant regulations affecting my membership.
- I hereby apply for registration as a Temporary Training Registrar
- I understand that I have not been appointed as a trainee on the RANZCO Vocational Training Program

Signature: Date:

Please send this form with attached fees and documents to reach the College by the specified date.

By Email:

vtpsupport@ranzco.edu

Appendix B

<date>

<full name>

<email>

ATTENTION: Chair, Examinations and Assessments Committee

I am writing to advise that I was appointed by the <network> network as a Temporary Training Registrar (TTR) to fill a vacancy arising from Interrupted Training from <date> to <date>.

I wish to confirm that I have been successful in being selected for the Vocational Training Program (VTP) to commence in <year> and I understand that I may be eligible for retrospective accreditation for the period spent in a TTR position.

I am retrospectively requesting accreditation of the TTR training time from:

<date> to <date>.

As per the Recognition of Prior Learning (RPL) for Temporary Training Registrars (TTRs) Policy, I believe that I have met the eligibility criteria:

- Satisfactorily complete all pre-induction requirements for Year 0: Selection into Training as per the Trainee Progression Policy
- Satisfactorily complete all milestone, training and assessment requirements documented in the VTP curriculum and Trainee Progression Policy
- Pay RANZCO invoiced fees. (paid?)
- Formally apply and be accepted onto the VTP within 3 years of the TTR position.
 - (accepted to commence: <date>)

Thank you for your consideration and I look forward to your decision.

signature

Dr <full name>