

Queensland Anaesthetic Rotational Training Scheme (QARTS)

QARTS Pathway Application Information

This document will assist you in understanding, preparing and completing an application for a QARTS training position through the Queensland Health RMO Campaign.

About QARTS

The Queensland Anaesthetic Rotational Training Scheme (QARTS, pronounced 'quartz') oversees the four (4) [Australian and New Zealand College of Anaesthetists](#) (ANZCA) accredited rotations in Queensland in accordance with ANZCA's Regulation 37 and the Handbook for Training and Accreditation.

QARTS is a sponsored body providing advice to employing organisations and administers the selection and placement of training registrars in Anaesthesia throughout Queensland in conjunction with Queensland Health and the Directors of Anaesthesia Group in accredited training hospitals. QARTS reports to the Directors of Anaesthesia Group who represent the employing jurisdiction. QARTS is supported by Queensland Health.

QARTS is coordinated by a coordinating committee comprised of the QARTS Rotational Coordinator, Rotational Supervisors (ROT), Interview Coordinator, ANZCA QRC Representative, DoA Group Representative and the ANZCA QLD Education Officer. A Queensland Health representative is also invited to join this committee. **The committee only deals with accredited training positions during introductory, basic and advanced training.**

Rotations and Hospitals

The scheme involves rotation through core, metropolitan and regional hospitals in Queensland that have been accredited for training by ANZCA as well as, Northern New South Wales and the Northern Territory which includes Lismore Base Hospital, The Tweed Hospital and Royal Darwin Hospital. Training in regional hospitals is expected, compulsory and an integral part of your training. **Rotations to these hospitals is not subject to negotiation. A trainee will be subject to the employment conditions of the hospital where they are employed.**

QARTS registrars are expected to accept the rotation they are offered. Where there are exceptional circumstances that would prevent a particular rotation at a particular time, written requests should be sent to your respective Rotational Supervisor.

For trainees who complete all their training in the Queensland Anaesthetic Rotational Training Scheme, every effort will be made to ensure that ANZCA requirements for experience in paediatric anaesthesia, obstetric anaesthesia, neurosurgery and cardiothoracic anaesthesia will be accommodated. Trainees joining the scheme midway through training from interstate or overseas do not have the same assurance but will be offered appropriate rotations wherever possible. Training registrars will progress through Basic and Advanced Training as per the ANZCA Training Program, leading to fellowship of ANZCA.

Note: QARTS cannot guarantee you will complete the clinical volume of practice within the minimum four (4) years.

Rotation	Type	Hospitals
CENTRAL	Core	Royal Brisbane and Women's (RBWH), Lady Cilento Children's (LCCH)
	Metropolitan	The Prince Charles (TPCH), Redcliffe, Caboolture, Sunshine Coast Hospital and Health Service, Ipswich Hospital
	Regional	Hervey Bay-Maryborough, Rockhampton
GOLD COAST	Core	Gold Coast Hospital and Health Service, Lady Cilento Children's (LCCH)
	Metropolitan	The Tweed, Logan
	Regional	Rockhampton, Lismore Base
NORTHERN	Core	Townsville
	Metropolitan	Cairns, Royal Darwin
	Regional	Mackay Base
SOUTHERN	Core	Princess Alexandra (PAH), Mater Health Services, Lady Cilento Children's (LCCH)
	Metropolitan	Logan, QEII Jubilee, Redland, The Prince Charles (TPCH), Ipswich
	Regional	Bundaberg, Toowoomba

LifeFlight offers accredited anaesthetic training positions suitable for 4th or 5th year trainees. Please advise your QARTS ROT and QARTS administration (garts@anzca.edu.au) if you are applying for these positions.

Key Dates 2018

Applications Open	Wednesday 6 June at 9.00am
Applications Close	Wednesday 4 July at 3.00pm
Interview Notification	From 16 July by email - RSVP required by Friday 20 July
QARTS Referee Reports	Submitted to QARTS directly by 3.00pm Wednesday 4 July
Applicant Interviews	Tuesday 31 July to Friday 3 August
Selection Meeting	Friday 24 August
Offer Notification	Commences Tuesday 28 August

Email is the preferred method of communication and essential when arranging interviews. **Please ensure you provide in your application an email address that is current and checked regularly.**

Interview location: ANZCA Office, West End, Brisbane

(It is not possible to conduct remote interviews, i.e. telephone or video conferencing)

Mandatory Eligibility Criteria

- be a citizen of Australia or New Zealand or a permanent resident of Australia
- have current general registration with the [Medical Board of Australia](#)
- be registered, or eligible for registration with the [Australian and New Zealand College of Anaesthetists \(ANZCA\)](#)
- be free of chemical dependence and other health related conditions preventing the applicant performing the duties of an Anaesthetic Registrar

Selection Criteria

Successful applicants will be able to demonstrate suitability for appointment to QARTS as an ANZCA trainee by addressing the following criteria:

- Have an appropriate academic history and a commitment to ongoing medical education.
- Have a comprehensive understanding of the requirements to complete anaesthetic training in Queensland.
- Have an understanding of the clinical review process, audit and research.
- Be able to demonstrate an aptitude and commitment to acquiring the medical knowledge and clinical skills necessary to commence and continue with anaesthetic training.
- Be able to demonstrate an ability to evaluate clinical problems and develop appropriate management plans.
- Have suitable communication skills, both verbal and written, appropriate for an anaesthetist and an ability to effectively facilitate relationships with all staff, patients and the public.
- Have demonstrated an aptitude for, and commitment, to achieve effective interpersonal collaboration and teamwork.
- Have an aptitude for, and commitment to acquire the skills and professional attitudes to prevent and manage interpersonal conflict.
- Be able to demonstrate a commitment to the health care of patients from all areas of Queensland, the wellbeing of individual patients and the community, including metropolitan, rural and indigenous populations.
- Have demonstrated integrity, punctuality, reliability and a high standard of personal behaviour in the conduct of their professional career.
- Have an understanding of medical ethics and its application to professional anaesthetic practice and profession-led regulation.
- Be able to demonstrate an ability to effectively organise and manage time and resources.

How to Apply - All Applicants

- Applications must be submitted online through the Queensland Health RMO Campaign www.health.qld.gov.au/rmo during the period specified above
- Late applications or referee reports are not accepted
- Select 'Yes' to the QARTS pathway question and complete all subsequent questions
- **Reappointment to a training position is NOT automatic and trainees need to reapply each year in order to continue on the training scheme. Reappointment requires demonstration of satisfactory performance in the previous year**
- Previous applicants who were not matched to a position will need to undertake the full pathway selection process again
- All forms must be uploaded or emailed in **PDF format** - photos of forms will not be accepted
- Apply either as a New Applicant or a Current/Continuing Registrar and refer to the 'Referee Report and Other Information' section as to separate requirements for each.
- You are expected to have read and be able to satisfy the '**Mandatory Eligibility Criteria**' and '**Selection Criteria**' as detailed above.
- You are expected to have read and understand the '**Selection and Appointment Information**' section noted below.
- Provide a signed copy of the [QARTS Applicant Declaration](#). This document **MUST** be personally signed. Please print, sign, scan and upload a PDF copy of this declaration to your application when prompted.
- You are required to provide referee reports, see 'Referee Reports and Other Requirements' section below. Provide any required documents as and where prompted in the application in PDF format.
- You will be required to provide any relevant details of the following in your application
 - ANZCA related activities (i.e. courses and exams) you have completed or commenced
 - Audits - Morbidity and Mortality or Audit Meetings attended in the last 24 months
 - Cases presented in the last 24 months
 - Medical Audits personally performed and presented
 - Lectures – Presented in Hospital or Department in the last 24 months
 - Lectures/Posters –Presented at State or National meeting in the last 4 years
 - Research projects – submitted details for ethical approval or published or accepted for publication
 - Any restrictions or conditions placed on your training by ANZCA
 - Any extended training, TDP or TPR processes

Referee Reports and Other Requirements

- **ALL** QARTS applicants **MUST** obtain two (2) QARTS referee reports to support their application.
- QARTS Referee Reports are **MANDATORY** and **IN ADDITION** to those required by QLD Health.
- Your application will not be considered or processed by QARTS if your QARTS Referee Reports are not received directly to QARTS by the due date and time.
- No late reports will be accepted.
- Ensure your referees will not be on leave at the required time.
- QARTS referees may be the same as those nominated as your QLD Health referees as long as they comply with QARTS referee requirements. See referee report forms for requirements.
- Provide a referee report form to your two (2) QARTS referees. The referee should be asked to forward the completed report directly to the QARTS Coordinator by email at qarts@anzca.edu.au to be received no later than the application closing date and time.
- Referee reports should NOT be submitted by the applicant.
- It is the applicant's responsibility to ensure their appointed referees have submitted their reports to QARTS on time.
- Please consider your referees as they are busy and have many reports to complete for a large number of trainees. It is not considered appropriate or professional to leave your report request until the last minute. Reports can be accepted by QARTS from the application opening time.

New Applicants

1. Your referees must be supervising senior medical officers. It is preferable they are FANZCAs; however, it is recognised this is not always possible. It is important to choose referees who are able to comment on aspects of your clinical, academic and behavioural performance in your current or recent employment.

[New Applicant Referee Report Form](#)

Current/Continuing Trainees

1. Provide a copy of your Trainee Summary Report which you can download from the Trainee Portfolio System (TPS). It **MUST** be provided in **PDF format** and uploaded to your application.
METHOD: Log into ANZCA TPS. In the left hand navigation pane, choose 'Reports' then choose 'Trainee Summary Report' and then download the PDF. See also the [TPS Instruction Sheet](#).
2. One referee report **MUST** be from your current Supervisor of Training (SOT). The other **MUST** be from your Department Director or Deputy Director.

[Current/Continuing Registrars Referee Report Form](#)

Selection and Appointment Information

- New QARTS applicants are selected on the basis of how well they meet the Selection Criteria.
- You must be registered with ANZCA prior to commencing a registrar position with Queensland Health. At the time of application to QARTS you do not need to be registered with ANZCA but must be eligible for registration with ANZCA.
- Reappointment of current QARTS registrars to training positions is not automatic.
QARTS registrars are required to demonstrate satisfactory performance as indicated by: completion of courses, exams and projects; ongoing training assessments; progression through training; and two (2) satisfactory referee reports.
- Introductory trainees who have not completed the IAAC by 24 August 2018 will be reviewed by the QARTS Coordinating Committee and may not be eligible to be recommended for a QARTS placement in the 2019 HEY.
- ANZCA requires that trainees have passed the primary exam before they proceed to advanced training. If a QARTS registrar has not completed the primary exam at the completion of 104 weeks of ANZCA approved basic training (including Introductory Training), the registrar may apply to continue as a QARTS registrar for a third year of basic training (1st year of extended basic training – BTE)
- ANZCA requires that trainees have passed the final exam before they proceed to Provisional Fellowship Training. If a QARTS registrar has not completed the final exam at the completion of 104 weeks of ANZCA approved advanced training, the registrar may apply to continue as a QARTS registrar for a third year of advanced training (1st year of extended advanced training – ATE).
- If a QARTS registrar in either their first year of extended basic training (BTE) or their first year of extended advanced training (ATE) has not passed the primary or final exam respectively, by the closing date for QARTS applications (4 July 2018), a QARTS position will not be recommended for the following hospital employment year.
- QARTS registrars can expect to spend time during basic and/or advanced training in regional hospitals. QARTS views regional placements as an integral part of training. Rotation to these hospitals is not subject to negotiation, except in exceptional circumstances, and on written application to the QARTS Rotational Coordinator and the relevant Rotational Supervisor (ROT).
- Recommendations for QARTS training placements are made at the combined meeting of Directors of Anaesthesia, Supervisors of Training, Rotational Supervisors and the QARTS Coordinating Committee. Appointments are made by employers, not by QARTS or ANZCA. It is anticipated that recommended allocations will be advised in late August/early September and hospital employment offers will be made in October. If an application for employment has not been received by 1 December 2018, contact your Rotational Supervisor (ROT).
- Unsuccessful applicants can request information as to why their application was unsuccessful and what remedial action, if any, is appropriate. To request application feedback please email the QARTS Coordinator by mid-September 2018 - garts@anzca.edu.au – subject line 'Feedback Request and your surname'.

- Those applicants who are permanent residents of Australia must provide documentation from Australian Immigration confirming residency status.
- New QARTS applicants who have not been selected for the reserve list on more than three (3) occasions may not be considered for an additional interview.
- ANZCA trainees in extended basic training, who wish to re-join QARTS after passing the primary exam, must provide written advice to the Rotational Supervisor who will arrange reappointment to QARTS as positions become available in the registrar's former rotation.

Leave

It is possible to be granted leave from the Rotational Training Scheme for up to one (1) year but for no less than six (6) months (unless under exceptional circumstances).

Should you wish to have leave from the scheme, to obtain permission, you must firstly discuss your leave request with your QARTS Rotational Supervisor (ROT) and then submit a [QARTS Leave Request Form](#) to garts@anzca.edu.au providing at least three (3) months notice prior to taking leave, or within a timeframe that allows for arrangements to be made to fill your position in the rotation.

Rotation Changes

Whilst not routine, rotation changes are considered under exceptional circumstances on a case by case basis. Rotation changes require the applicable Rotational Supervisors and the QARTS Rotational Coordinator to agree.

Flexible Working Arrangements

Part time is possible. It will impact on training and immersion in training. Arrangements will need to be agreed to by the Department Director, QARTS and QLD Health. Part time training needs to be arranged prior to the selection meeting in August.

Appeals and Feedback

The selection process for anaesthetic trainees in Queensland is governed by Queensland Health, and Queensland Health's human resources policies provide the framework for the resolution of complaints and appeals. Please refer to the **Queensland Health information for trainees**.

QARTS application feedback requests to garts@anzca.edu.au

****Please be aware, QARTS is not ANZCA or QLD Health however, is supported by ANZCA and QLD Health.**

Non QARTS Trainees Requiring an Anaesthetic Position

Intensive care Trainees (CICM) applying for an anaesthetic rotation as part of their intensive care training should not apply for QARTS positions. These trainees should contact the Queensland intensive care training pathway on QldICUTraining@health.qld.gov.au. Candidates who are current CICM trainees on the Queensland intensive care training pathway must apply for an anaesthetic rotation through the pathway via the Queensland Health RMO Campaign. For further information refer to the [Queensland intensive care training pathway](#) website.

Rural Generalists Trainees (ACRRM/RACGP) applying for anaesthetic training **should not** apply for QARTS positions. These trainees require a position in a hospital accredited for rural anaesthetic training, not a training scheme position. Candidates should refer to the [Rural Generalist advanced skills training](#) website for information on the application process and locations. Candidates must apply for an anaesthetic PHO position through the Queensland Health RMO Campaign.

Emergency Medicine Trainees (ACEM) requiring anaesthetic training **should not** apply for QARTS positions. These trainees require an SHO or PHO position in a hospital accredited for anaesthetic training. Candidates should contact the Director of Anaesthesia at appropriate hospitals regarding the availability of positions which may satisfy their training requirements. Candidates must apply for an anaesthetic PHO or SHO position through the Queensland Health RMO Campaign.

Overseas Trained Doctors

- 1 **Specialists holding a 'Report 1'** (the formal assessment report from ANZCA) should apply directly to hospital department Directors and not apply to QARTS as they are not trainees.
- 2 **All other specialists** who are not eligible for the specialist assessment pathway (Report 1) or non comparable, will have to complete general registration and attain permanent residency **prior** to applying to QARTS.
- 3 **Non specialist doctors** will have to complete general registration and attain permanent residency **prior** to applying to QARTS.

QARTS Forms

The following documents can be found at <https://www.health.qld.gov.au/employment/work-for-us/clinical/medical/recruitment/training/qarts>

[QARTS Applicant Declaration](#)

[QARTS New Applicant Referee Report](#)

[QARTS Current/Continuing Registrar Referee Report](#)

[TPS Instruction Sheet](#)

[QARTS Leave Request Form](#)

Helpful Links

QLD Health RMO Campaign Application Page

<https://www.health.qld.gov.au/employment/work-for-us/clinical/medical/recruitment/rmo/applications/portal>

Anaesthesia Pathway

<https://www.health.qld.gov.au/employment/work-for-us/clinical/medical/recruitment/training/qarts>

Anaesthesia Portal

<https://www.health.qld.gov.au/employment/work-for-us/clinical/medical/recruitment/rmo/applications/portal>

QARTS Coordinator

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