Queensland Health

Qld Gastroenterology AT Network: How to apply guide

RMO and Registrar Campaign

This document will assist you in preparing and completing an application for 1st and 2nd year gastroenterology advanced training position through the Queensland Gastroenterology Advanced Training Network. Advice relating to network recruitment are available on the Gastroenterology Society of Queensland webpage: TRAINEES | gesq.org.au

What is the Queensland Gastroenterology Advanced Training Network?

The network is a centrally-coordinated statewide program for doctors wishing to complete gastroenterology advanced training in Queensland. It provides centralised recruitment to gastroenterology advanced training registrar positions across the state.

Trainees are appointed to network hospitals for their initial 12-month of core training. All trainees are guaranteed two core years of gastroenterology advanced training in Queensland subject to satisfactory performance. The third non-core year of gastroenterology training occurs is dictated by the specialist interests of the trainee and is arranged by the trainee directly with the appropriate director of the gastroenterology department. This may occur within Queensland, Australia or internationally. Trainees will be given advice and support in selecting and applying for positions for their third year of advanced training in Gastroenterology, usually during their second core year of training.

Training locations

There are approximately 14 core gastroenterology advanced training positions across the Queensland hospitals listed below. Seven hospitals provide positions for the first core year of training, with the addition of the Princess Alexandra Hospital and Royal Brisbane and Women's Hospital for the second year of core training.

First year accredited training facilities in Queensland:

Cairns Hospital	Gold Coast University Hospital	Logan Hospital
Mater Health Service	Sunshine Coast University Hospital	The Prince Charles Hospital
Townsville University Hospital		

Second year accredited training facilities in Queensland:

Gold Coast University Hospital	Princess Alexandra Hospital	Royal Brisbane and Women's Hospital
Sunshine Coast University Hospital	Townsville University Hospital	The Prince Charles Hospital

Eligibility criteria

The eligibility criteria for network selection:

- general registration with the Medical Board of Australia;
- registration with the Royal Australasian College of Physicians (RACP);
- successful completion of the RACP written and clinical examinations and basic physician training.

NOTE:
Dual trainees who wish to apply for a gastroenterology advanced training position should also apply through this network process.

Key dates

Application period	Monday 05 June — Monday 03 July 2023
Applicant interviews (Brisbane)	late August 2023
Selection decision notification	early September 2023

Application process

Applications for gastroenterology network positions for new trainees must be submitted online through the Queensland Health RMO Campaign (www.health.qld.gov.au/rmo) during the period specified above. **Late applications are not accepted**. The network encourages and supports applications from Aboriginal and Torres Strait Islander doctors.

All applicants seeking a gastroenterology position are required to answer a set of questions relating to network recruitment (in Step 7 of the RMO Campaign application form (Pathways 1 – Advanced Training)). Select 'Yes' to the first network question and complete all subsequent questions.

Note:
Previous applicants who were not matched to a position will need to undertake the full network selection process again.

Assessment criteria

Applicants are assessed on their ability to demonstrate and evidence the following:

- commitment to a career as a gastroenterologist;
- clinical expertise at the level of an advanced training registrar;
- effective communication skills with patients, families and other healthcare professionals, including those from culturally and linguistically diverse backgrounds;
- teamwork and leadership skills;
- effective management of junior medical staff involvement in teaching, research and quality improvement processes;
- high standards of professionalism;

Applications can only be made for the complete two years of core gastroenterology advanced training.

New applicants

Your suitability for a network position will be assessed against the network selection criteria through the following components:

- a written application – curriculum vitae and a short statement
- an interview
- references

Written application – curriculum vitae and short statement

You will be asked to upload the following documents to your RMO Campaign application:

Curriculum vitae (CV):

- include information such as your clinical experience, involvement in professional, leadership and extra-curricular activities, and participation in teaching and research;
- follow the advice below for the content you should include in your CV, including;
    - your commitment to specialty (e.g. clinical or research experience, attendance at conferences and courses, or electives in the field of gastroenterology and hepatology)

- under- and post-graduate academic achievements
- **all publications and clinical/scientific research must be referenced in full**
- **presentations at local, national, international meetings must be referenced in full, and whether oral or poster presentation, underline presenting author**
- participation in teaching and training (highlighting experience and skills in this area)
- involvement in quality improvement activities and initiatives (highlighting personal involvement and initiative)

Short statement (maximum one-page A4- 500 words in total):

- demonstrating (with examples) how your experience, skills, abilities and personal qualities are relevant to each of the network selection criteria (250 words)
- indicating your plans for practice when you finish your advanced training (250 words)
- include the word count at the bottom of the document
- The applicants CV will be assessed and scored according to the following domains: Undergraduate achievements; Postgraduate degrees and qualifications; Presentations, Publications, Teaching, Quality improvement, Commitment to Gastroenterology – from CV and written statement, Other significant achievements.

Note:

- GESQ can assist prospective applicants by providing an overview of the selection process or assistance in locating an appropriate mentor by phoning (07) 3398 3071

Interviews

All shortlisted applicants will be required to attend an interview **in Brisbane** on dates below:

- **Last Friday in August**

The network interview process comprises six multiple mini interviews including a clinical scenario and analysis of a clinical paper. The interview domains are based on the network selection criteria.

Referees

Three (3) referees are required for the network application. In Step 7 of the gastroenterology network section nominate your current **Director of Physician Training** and at Step 11 of the main RMO application nominate 2 referees;

1. Your **current immediate supervisor**
2. A **clinical supervisor**—preferably a gastroenterologist—from your last 12 months' employment

At least one of your referees—but preferably both—must have directly observed your clinical skills.
(For dual or post-FRACP trainees, this referee should be a current supervisor (preferably a general physician) or relevant subspecialty department director).

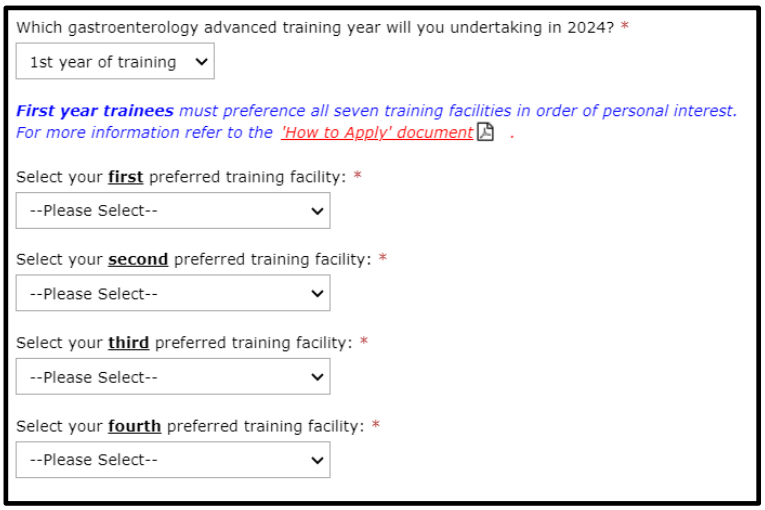
Referees – important points

- Your referees must be able to comment on your skills and experience and have worked with you directly within the last 12 months.
- You must seek approval from your referees before providing their details.
- Information provided by your referees will be used in conjunction with your application to determine your suitability for appointment to a network position. You will be responsible for following up receipt of your reports with your referees.
- You must ensure that your referees will not be on leave during the application period (early July – late August) and that you have spelt their details correctly, particularly their email address.

Preference for 1st year trainees

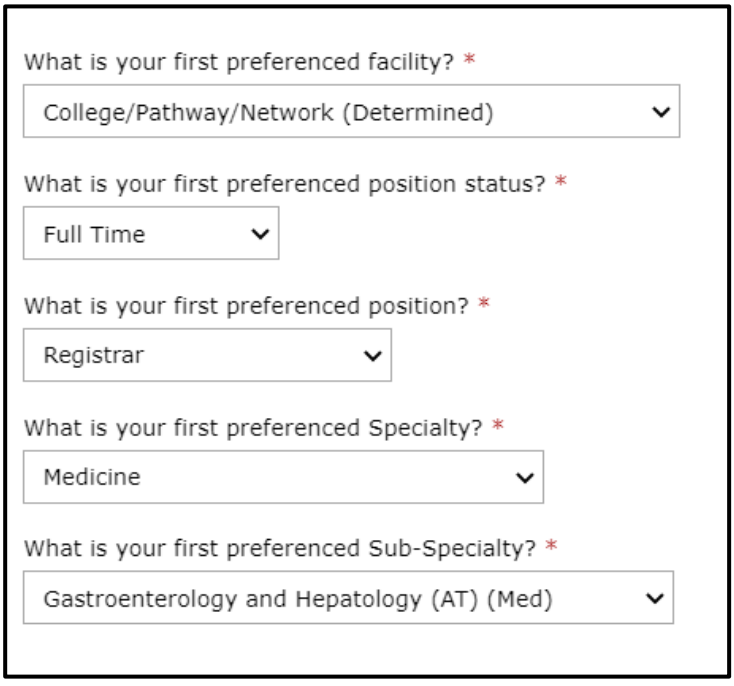
You will be asked to nominate your preferences for hospitals in the training program section and again in the general RMO application Preferences section of the application, as follows:

1. **Gastroenterology advanced training network facility preferences** (within the Gastroenterology network questions).



Preference up to **seven hospitals** - note preferencing all seven hospitals available for core year 1 increases your chance of being offered an advanced training position in gastroenterology in Queensland

1. **General RMO application - training program preferences** (at Step 10: Preferences section)



Only one preference is required to indicate that you wish to be considered for gastroenterology advanced training.

You may include another position for example Principal House Officer (PHO) in Medicine as one of your other preferences in case you are not successful in the gastroenterology network selection process.

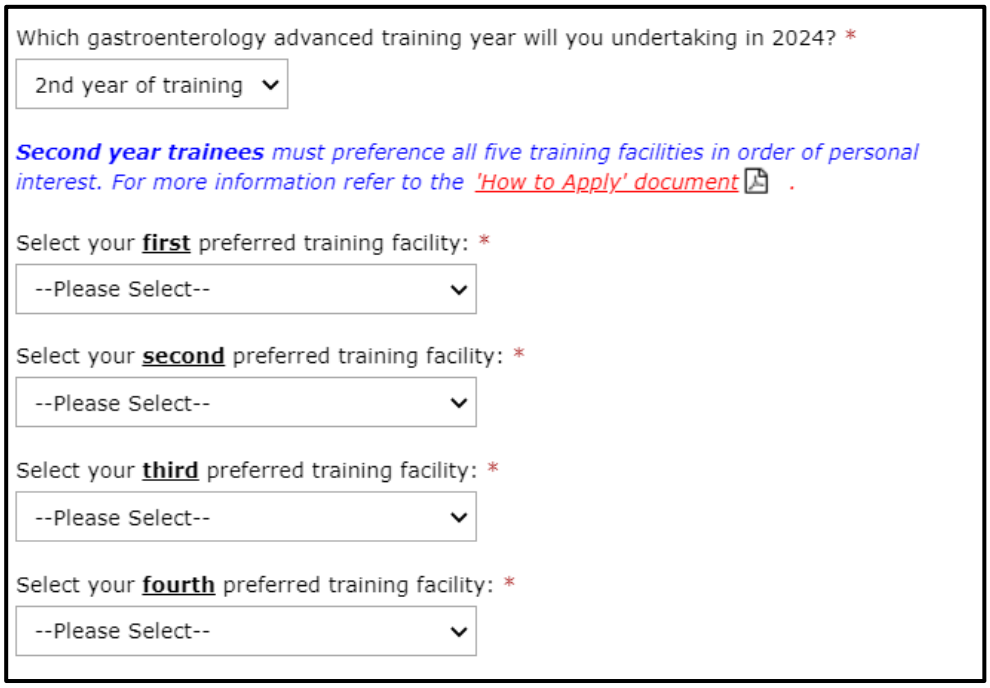
NOTE:

- Dual trainees who wish to be considered for a gastroenterology advanced training position should select the above options in preference 1.
- Candidates who preference any other training programs before Gastroenterology (AT) will not be considered.

Preference for 2nd year trainees

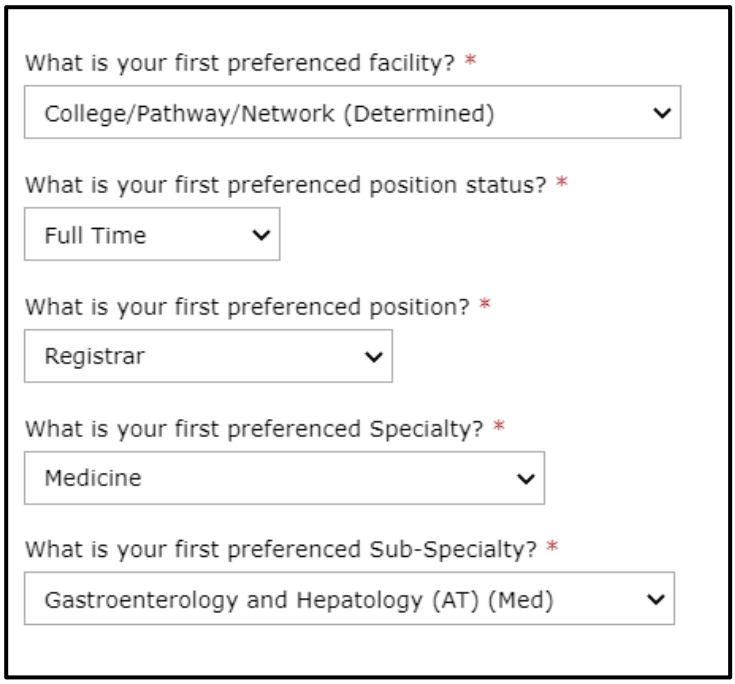
You will be asked to nominate your preferences for hospitals in the training program section and again in the general RMO application Preferences section of the application, as follows:

1. **Gastroenterology advanced training network facility preferences** (within the Gastroenterology network questions).



Preference up to **five hospitals** - note preferencing all seven hospitals available for core year 1 increases your chance of being offered an advanced training position in gastroenterology in Queensland

1. **General RMO application - training program preferences** (at Step 10: Preferences section)



Only one preference is required to indicate 2nd year of gastroenterology advanced training.

Part-time positions

Queensland Health encourages and supports the implementation of flexible work practices including the provision of part-time employment and job-sharing arrangements. If you would like to be considered for a part-time training position it is recommended that you indicate this in your application. Part-time positions are subject to availability and approval by the employing network hospital.

Offers

Trainees are allocated to positions based on ranked merit and preferences. If a candidate declines a position, they will be usually not be considered for further positions. Candidates who accept an offer and then withdraw later due to extenuating circumstances are expected to discuss this directly with the director of gastroenterology of their allocated facility.

NOTE: Late withdrawal without acceptable cause is considered extremely unprofessional behaviour and will affect your future employability in Queensland. Previous applicants who have demonstrated such behaviour will not be considered for future network selection.

Allocations

Successful first and second year candidates are allocated to a training facility for 12 months. An employment contract is arranged by the employing facility. Third year trainees (AT3) will be required to negotiate hospital placements and term allocations with directors of gastroenterology. AT1 trainees are guaranteed an AT2 year within the Queensland Gastroenterology Advanced Training program, subject to a satisfactory performance review. Non-core AT3 years can occur within Queensland, interstate or overseas.

Any suitable candidates who have not been allocated to a facility will be placed in ranked order on a waitlist for consideration by facilities should any vacancies arise post allocation. Continuation on the network is subject to a satisfactory performance review.

RACP and Queensland Health

It is important for trainees to distinguish between the function of the network and that of the RACP: the network coordinates the employment of doctors within Queensland Health (including to Mater Hospital) whereas the college is responsible for approving candidates onto its gastroenterology advanced training program and for accrediting terms.

The College requirements for gastroenterology training are available at www.racp.edu.au/trainees/advanced-training/advanced-training-programs/gastroenterology.

Trainees are reminded that these guidelines evolve progressively. If you have any specific questions, we would recommend that you direct them as follows:

- Recruitment/employment queries – john.masson@health.qld.gov.au

Accreditation of terms/training requirements – RACP Advanced Training Committee (phone: **+61 2 8247 6295** or **+61 2 9256 5457**) gastroenterology@racp.edu.au or www.racp.edu.au/contact-us

Dual training with gastroenterology

The network accepts applications from dual trainees. To prepare for dual training, doctors who commence training in their co-subspecialty are recommended to:

- carefully consider the skills and attributes that are required for your career as a dual-trained specialist and plan your training experiences accordingly and in detail;
- discuss your training requirements and register with the RACP Advanced Training Committee in Gastroenterology;

- contact the director of gastroenterology at your hospital to discuss your training plans, and to arrange gastroenterology supervision of dual-specialty/ gastroenterology terms;
- apply for a position on the Queensland Gastroenterology Advanced Training Network through the RMO Recruitment Campaign in the year prior* to your desired commencement of gastroenterology training;
- contact the directors of gastroenterology (or directors of advanced training) of your preferred hospitals for gastroenterology training to discuss your application and training requirements.

* Dual training applicants who have already attended an interview with the Queensland Gastroenterology Advanced Training Network prior to the RMO 2020 Campaign will be allowed two years to commence

their gastroenterology training and have their previous recruitment score applied.

* It is strongly recommended that dual trainees undertake two core years of gastroenterology training sequentially.

Applying for dual training in the RMO Campaign application

If you wish to be considered for both gastroenterology and your dual training co-subspecialty, you should indicate that you are applying for a gastroenterology advanced training position, answer the network questions and include the network as your first two RMO preferences.

Appeals

The network is governed by Queensland Health, and Queensland Health's human resources policies provide the framework for the resolution of complaints, appeals and access to feedback on recruitment and selection decisions. The appeals document on the network webpage provides an overview of this framework.

Further information

Network: john.masson@health.qld.gov.au	**Web:** TRAINEES | gesq.org.au
College training: gastroenterology@racp.edu.au	**Web**: www.racp.edu.au/trainees/advanced-training/advanced-training-programs/gastroenterology