Queensland basic paediatric training network

How to apply

This document provides guidance on recruitment and selection processes for the Queensland basic paediatric training network. It outlines the selection requirements for eligible applicants and includes guidelines for preparing an application.

What is the network?

The Queensland basic paediatric training network applies to all first and second year basic paediatric trainees seeking an appointment in Queensland.

The network:

- aims to improve access to training and broaden existing clinical experience available to paediatric trainees, including managing complex patients in regional settings.
- aims to increase the capacity for and quality of paediatric training across Queensland, through a centralised selection and allocation process.

The network comprises four rotations that consist of a defined group of metropolitan and regional Royal Australasian College of Physicians (RACP) accredited training hospitals, through which trainees rotate to complete the requirements of the College for their basic training. Network trainees are allocated a Director of Paediatric Education (DPE) who will be responsible for approving all basic training.

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Medical vocational training pathways

Queensland Country Practice
A unit of Darling Downs Hospital and Health Service
From 2018 The Royal Darwin Hospital will be accepting first year trainees as part of the Queensland Network. These trainees will be governed through the Townsville rotation and will complete 12 months in Darwin, 12 months in Townsville and 12 months at The Lady Cilento Children’s Hospital. Applicants who select this option may as a result be offered an employment contract that is not from Queensland Health.

**Eligibility criteria**

The eligibility criteria for new applicants are:

- General registration with the Medical Board of Australia
- Eligibility for registration as a recognised trainee of the Royal Australasian College of Physicians (RACP) at the time of appointment to the network.
- Applicants will be commencing their first or second year of training in 2018.

**Selection criteria**

You will be assessed on your ability to demonstrate the following key attributes. Within the context of the responsibilities described in the network role description, the ideal applicant will be someone who can demonstrate the following:

- **Demonstrated clinical skills, knowledge and personal attributes consistent with those required for appointment as a Senior House Officer (SHO) / Paediatric Registrar**
  - Demonstrated recent experience in clinical paediatric medicine, including in mixed adult/paediatric services.
  - Willingness to meet service delivery needs which may include undertaking year-long placements in both metropolitan and regional/rural hospitals, and participation in after hours, weekend and on-call rosters.
  - Demonstrates appropriate personal attributes required for SHO and Registrar level work, including empathy, compassion, enthusiasm, commitment to their position, personal responsibility towards duties, initiative and a positive attitude.

- **Ability to work in a complex clinical environment**
  - Ability to use effective forms of reasoning to make complex clinical decisions.
  - Ability to apply sound clinical judgement to problems.
  - Ability to establish and maintain clinical knowledge, skills and attitudes appropriate to their practice.

- **Demonstrated excellent verbal and written communication skills**
  - Demonstrated effective communication skills with patients, families and other health care professionals, including those from culturally and linguistically diverse backgrounds.
  - Evidence of high standards of written and verbal communication.
  - Demonstrated ability to communicate with a child or young person in a culturally appropriate way.

- **Demonstrated leadership, teamwork, problem solving and conflict management skills**
  - Ability to participate effectively and appropriately in an inter-professional health care team.
  - Ability to implement and model effective self-management practices.
o Demonstrated ability to provide leadership and effectively manage others.
o Capacity to use logical / lateral thinking to solve problems and make decisions.
o Capacity to manage / prioritise time and information effectively.
o Demonstrated ability to successfully manage conflict or difficult situations.

- Demonstrated participation in teaching and commitment to lifelong learning in a clinical environment
  o Demonstrated commitment to paediatric training.
  o Participation in effective ongoing professional and educational development.
  o Demonstrated understanding of the importance of audit and research.
  o Commitment to develop educator skills.

- Demonstrated professional and ethical behaviour:
  o Capacity to take responsibility for own actions.
  o Demonstrated respect for all.
  o Commitment to personal and professional ethical practice.

Key dates

Refer to the network’s key dates on the network webpage.

Applications

Applications must be submitted through the Queensland Health RMO Campaign. Late applications will not be accepted.

Preparing your application

When preparing your application you should review the role description, which outlines assessment criteria, which all applicants will be assessed against to determine eligibility and suitability for a position. You will also be required to provide a copy of your curriculum vitae and complete a clinical experience template. These documents can be prepared in advance and uploaded when completing your application. The role description and clinical experience template are available on the network webpage.

Network specific questions

Applicants will need to select YES when asked if you are applying to the basic paediatric training network otherwise, you will not be considered. After selecting YES, a number of specific questions will then appear. New applicants will be asked to indicate rotation and hospital preferences as well as global RMO position preferences in the event that you are not successful in obtaining a network position.

1. Current year of basic training

You are asked to indicate which basic paediatric training year you are expecting to commence next year. This information will assist the committee in determining your eligibility for appointment to the network.
2. Clinical experience
You are required to upload detailed information about your recent clinical experience-up to the last four years—which may include your intern year. You must provide information for at least four terms, including your current term. As part of this question you will be provided with a weblink to an approved clinical experience template that you must complete, save and then upload in response to this question.

In addition to previous experience you will also be asked to provide details of terms you are expecting to complete in the second half of the 2017 training year, if this information is available to you. Once you have completed the clinical experience template it is recommended that you save this to your desktop and then upload this document as your question response.

3. Rotation preferences
You are asked to indicate your first, second and third preference for a network rotation as per the figure on page 1. You will also be asked to indicate the following preferences:

- preference for a hospital placement
- preference for a metropolitan non-tertiary hospital
- preference for a regional non-tertiary hospital

All network applicants will be assessed and notified of the outcome of their application. Successful applicants will generally be offered a 12 month Senior House Officer (SHO) temporary appointment irrespective of the position level that is preferenced. Depending on previous experience, attributes and skills some applicants may be offered an appointment at registrar level upon joining the network (this is irrespective of the position level that is preferenced).

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 governing network rotation.

Non-network positions
In the event that you are unsuccessful in obtaining a network position, you may wish to be considered for a non-network paediatric position. It is recommended that you complete Section 10, RMO preferences, 1-5 for non-network paediatric positions by nominating a facility and a position, eg Registrar, PHO or SHO in paediatrics.

Referee details
You will be required to nominate two (2) referees, who will each be contacted to provide information about your relevant skills and experience. Queensland Health (via the RMO Campaign) will contact each nominated referee directly using the contact information you provide in your application. You are advised to inform referees of your nomination before submitting your application and to also ensure that they are not on leave.

You are required to nominate two specific referees as follows:

- Your current/immediate supervising consultant, who has observed your daily clinical work
- The supervising consultant from your most recently completed paediatric term, who has observed your
daily clinical work. If you have not completed a paediatric term, then another of your recent previous supervising consultants may provide the reference.

Information provided by your referees will be used in conjunction with your application to determine your suitability for appointment to a network position. It is the responsibility of each applicant to ensure that referees are nominated according to these specifications and that both reports are received by the date indicated on the network webpage in order for your application to be considered.

Selection process

Selection will be overseen by a panel of college recognised Directors of Paediatric Education (DPEs). Eligible applicants will be considered for selection by the panel, through a merit based process using information provided in the RMO campaign application and referee feedback. Shortlisted applicants will be contacted and asked to present for a rotation specific interview. Interviews will be conducted by a panel consisting of two or three people, including at least one DPE. Following interviews, all applicants will be ranked in order of merit, and will be notified of the outcome of their application.

Successful applicants will be offered a three year network position in one of the three rotations. Unsuccessful applicants will be notified and given the opportunity to re-preference their application to be considered for other (non-network) positions with Queensland Health.

Appointments

Appointment of new trainees

Employment contracts will be arranged by the facility where the trainee commences network training. For trainees allocated to the Royal Darwin Hospital, this will mean a non-Queensland Health employment contract for the first 12 months on the Network. Successful applicants will generally be offered a 12 month Senior House Officer (SHO) temporary appointment followed by two, 12 month registrar level temporary appointments.

Depending on previous experience attributes and skills some applicants may be offered an appointment at registrar level upon joining the network. All network trainees can be promoted to registrar status at any point in time during their training, at the discretion of their employing hospital. All trainees are subject to a satisfactory annual performance review for continuation on the network.

Continuing network trainees

It is a Queensland Government requirement that all medical officers apply for positions annually via the RMO Campaign despite some having extended temporary appointments. Please refer to the FAQs for continuing trainee’s document available on the network webpage.

Allocation

Once rotation allocation is finalised network trainees will be allocated a ‘training pathway’, which will consist of a series of hospital placements that will enable all RACP training requirements to be met. Under current RACP requirements, all trainees including those in RACP-accredited level two sites (e.g. Townsville) will be
required to spend at least nine months at the LCCH which is a level three training facility. Under the network model, trainees commencing at LCCH, will be allocated a pathway that includes at least one year at a level two facility or a secondment site.

Trainees commencing at a secondment site e.g. Logan Hospital will then rotate to a level three site for two years. Trainees commencing at a level two site (i.e. Townsville or Gold Coast) may spend up to two years at that site, with the additional 12 months consisting of a 12 month placement at a level three institution. There will be an opportunity for successful applicants to register their preferences from a series of possible pathways. Training pathways will be allocated equitably on the basis of trainee preference, trainee merit ranking, RACP training requirements and workforce need.

**Education, training, supervision and support**

All successful network applicants must register with the RACP for basic training and seek approval for their first year of training with the relevant rotation DPE. Failure to register with the RACP by the deadline may mean that you are not approved to continue training on the network for subsequent years. Further information regarding basic training requirements can be accessed via the RACP website.

**Interrupted or prolonged training**

Allowance will be made in accordance with existing Queensland Health and RACP policies for interruptions to training. If a network trainee interrupts their training for prolonged leave such as maternity leave, an eligible non-network registrar or PHO that is registered with the college can be recruited to fill the position temporarily.

Network trainees who have been previously allocated a pathway will not be permitted to change sites to fill such positions. Provision will be made each year to accommodate network trainees returning from leave to continue on their allocated training pathway.

**Special consideration**

It is recognised that some trainees may have exceptional circumstances that will require minimal geographical relocation during basic training. If you believe you have a major medical or social issue that will preclude you from fulfilling a year of training in a regional site (if allocated), you are invited to apply for special consideration. Refer to the *Special consideration guidelines* on the network webpage.

**Contacts**

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Further information
Please contact Paediatric-Training@health.qld.gov.au for further information about the network or the application process.

Version date: March 2017