



Member Policy

ACD Mohs Register Policy

1. PURPOSE OF POLICY

The aim of this policy is to define the criteria for initial and ongoing inclusion on the ACD Approved Mohs Surgery Register.

2. POLICY SCOPE & PRINCIPLES

The policy applies to all individuals seeking recognition by the ACD as an approved Mohs Specialist for inclusion on the ACD Approved Mohs Specialist Register. The Register is shared with and utilised by the Commonwealth Department of Human Services and the Department of Health as evidence of eligibility for reimbursement of the specific Mohs MBS item numbers.

The policy is to provide a clear and transparent pathway for initial and ongoing inclusion on the ACD Mohs register. The policy processes will be approved and overseen by the ACD Mohs Surgery Committee, the Professional Standards Committee and the Board of Directors at College

3. DEFINITIONS / KEY WORDS / ABBREVIATIONS

ACD:	Australasian College of Dermatologists
DHS:	Department of Human Services
FACD:	Fellow of the Australasian College of Dermatologists
MBS:	Medical Benefits Schedule
Medical professional/specialist:	Any medical professional registered with AHPRA
Mohs:	Surgical technique undertaken by trained individuals
QAP:	Quality Assurance Processes
Register:	The Australasian College of Dermatologists approved Mohs register

4. POLICY STATEMENT

At the request of the Department of Health, the ACD will maintain a register of qualified Mohs specialists, for the control of access to Medical Benefit Schedule (MBS) Item Numbers defined for Mohs (31000-5), and for the information of the public and other medical professionals.

The register will be published in the public and members areas of the ACD website located here:
<https://www.dermcoll.edu.au/find-a-derm/find-a-mohs-specialist/>

The route to the Mohs register involves completing a recognised Dermatology training program and then completing a Mohs fellowship with the ACD (or American College of Mohs Surgery). All applications for inclusion on the Mohs register shall be judged against the standards of an ACD Fellowship in both dermatology and Mohs surgery.

Once on the register, specialists must maintain the required level of professional standards annually in order to remain on the register.

It should be noted that past claiming of the Mohs item numbers does not entitle any specialist for automatic inclusion on the ACD register.

4.1 ELIGIBILITY FOR INCLUSION ON THE REGISTER

The College shall define the eligibility criteria for entry on to the register and manage and modify these as required over time. The criteria and the procedures for application and assessment shall be clearly laid out and accessible. Please refer to *ACD Procedure – Mohs surgery register application*

FACD or FRACP ELIGIBILITY

To apply for inclusion on the register, one of the following criteria must be met:

- i. FACD AND completion of an ACD approved Australian Mohs Fellowship Training Program
OR
- ii. FACD AND completion of an American College of Mohs Surgery (ACMS) Fellowship OR
- iii. FRACP – only if an individual has FRACP obtained by undertaking the Advanced Training in Dermatology qualification in New Zealand AND completed an ACD Australian approved Mohs Fellowship Training Program

SPECIALIST RECOGNITION ELIGIBILITY

The Mohs Committee will consider applications for inclusion on the ACD Approved Mohs Register that demonstrate equivalent standards of training.

IMGs that have obtained specialist recognition via the ACD AND been granted Fellowship may then apply to have any prior Mohs training assessed by the College. These applicants must provide the following documentation:

- ☐ Curriculum Vitae/Resume
- ☐ Certificates of Fellowship of your specialist medical organisations
- ☐ Certificate of specialist registration current status
- ☐ Certificate of good standing (must cover the last 2 years of practice)
- ☐ Copy of Mohs training program curriculum
 - To be comparable to ACD Mohs Training Curriculum
- ☐ Number and type of Mohs related examinations
- ☐ Subject areas of each Mohs related examination
- ☐ Copy of current AHPRA registration
- ☐ Copy of current license to practice Medicine within Australia
- ☐ Copy of any published research papers related to Mohs
- ☐ Certified copy of drivers license
- ☐ Evidence of minimum 5 years' experience performing Mohs surgery (log book)
- ☐ Provide 3 medical referees to confirm Mohs experience

4.2 APPLICATION FOR INCLUSION ON THE REGISTER

Applications must be made to the College on the prescribed form with required documentary evidence attached. Please refer to *ACD Form – Mohs surgery register application*

The Mohs Committee will conduct the review of skills and experience in Mohs only after the applicant has obtained specialist recognition and Fellowship of the Australasian College of Dermatologists and determine if further Mohs training is required to be eligible for the Mohs ACD register.

4.3 DECISIONS

Applicants will be notified of the decision, in writing, within one month of receipt of the application. Possible decisions include:

- the application is approved with no conditions,
- the application is not approved, or
- the application is approved if further training, experience, supervision and/or qualifications are completed as required.

Where the decision is made that the applicant's prior experience does not qualify the applicant for inclusion on the register, the applicant will be advised in writing of the reasons for this decision.

The ACD Mohs committee will determine what necessary further training, experience supervision and/or qualifications are required for the applicant to be approved on a case by case basis.

Additional requirements may include:

- Further documentary evidence of experience
- Further references regarding experience
- Further training at an ACD Mohs approved accredited training site

4.4 REMAINING ON ACD REGISTER

Once on the register, specialists must maintain the required level of professional standards annually in order to remain on the register.

In order to remain on the register all applicants must undertake annual QAP activities administered by the ACD. There is a fee attached to the QAP activities. Failure to participate in the regulated activities will result in removal from the register. Please refer to [*ACD Mohs Register Regulatory Requirements*](#). All Mohs surgeons on the ACD approved list of Mohs specialists need to complete all activities and Mohs candidates in training only need to complete the Mohs online frozen module run in partnership with the RACGP.

Those failing to maintain professional performance to the standards set will be warned and instructed on remedial action to take. If the specialists does not take the required remedial action then they shall be removed from the register and DHS will be advised accordingly. The criteria and the procedures for professional performance compliance shall be clearly laid out and accessible. Please refer to [*ACD Mohs Register Regulatory Requirements*](#).

4.5 REMOVAL FROM ACD REGISTER

Removal from the register is either voluntary, by retirement or if the Fellow or Medical specialist fails to complete the regulation QAP activities OR abide by College's Code of Ethics. QAP activities and completion are monitored by the ACD.

4.6 APPEALS

If an individual wishes to appeal the decision of the Mohs Committee, they must do so in accordance with the College Appeals process.

5. CONTROL REQUIREMENTS

Policy Number	TPME001
Approval Authority	Mohs Committee
Responsible Officer	Director, Training Program
Designated Officer	Academic Support Officer
First approved	November 2019
Effective Start date	November 2019
Review date	December 2024

HISTORY

Version	Date	Summary of changes
1	November 2019	Template change

RELATED DOCUMENTS

ACD Procedure – ACD Mohs Register Regulatory Requirements

ACD Procedure – Reconsideration, review and appeals

ACD Form – Mohs surgery register application