



Overseas Placement Policy

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Contact:	Director Education Services

PURPOSE

The purpose of this policy is to outline the application process for trainees who wish to apply for an overseas posting or wish to extend their overseas placement

SCOPE

The policy covers the application and selection processes.

THE POLICY

A Trainee may apply to complete a maximum of twelve months in one continuous period of training in a College accredited overseas training position. Generally these positions will be available to first, second or third year trainees.

Trainees may apply for 12 months of interrupted training to allow an additional 12 months overseas. This additional 12 months of interrupted training will not be counted as part of their training.

The Application Process

All Trainees who wish to apply must download and complete the application form from the College eLearning Portal.

Applications for the overseas positions close on 1 March in the year prior to the posting

Applicants indicate in preferential order which of the seven overseas positions for which they wish to apply and provide rationale for their desire to be selected for the position.

As the number of applications is very small all applicants are interviewed.

The Interview Process

- Applicants are contacted and advised on the interview time
- CVs and applications are forwarded to the selection panel
- The Selection panel is comprised of the:
 - Dean of Education,
 - Chief Examiner
 - Chair of National Training Committee.(or their appointed representatives)
- College staff are present for administrative support but not as part of the panel.
- Candidates are interviewed by teleconference.
- Members of the selection panel individually score each candidate. Points are allocated on the basis of the standard of the application and the presentation of the candidate in the interview. A holistic view is taken and a global score allocated.
- Discussion about the interview performances and the standard of the applications follows.
- Each panel member informs the College staff member of each candidate's ranking which is then recorded and totaled and an overall ranking table produced.

The Allocation of Positions

- The candidate with rank 1 gets his/her first choice of position
- Rank 2 is offered their first choice position if it is still available. If not, then they are offered their second choice.
- This process is continued until all positions are filled or the number of candidates is exhausted.

Unfilled Positions

- There will be second round offers shortly after the initial allocation of positions if positions are not filled
- Unfilled positions are offered to the highest ranked candidates who did not succeed in obtaining a position. There will be no further interviews as the second round allocation of positions will be based on the initial candidate ranking.
- If a position is still not filled, a final round of offers may be made to first and second year trainees. Applicants for second round offers must hold or be eligible for a British or European passport because of the reduced timeframe and the lengthy process involved in obtaining one.

Extending Training for an additional year

A Trainee may have an additional 12 months allowed overseas. Trainees who wish to remain for an additional twelve months must complete the following:

- Letter addressed to the Honorary Secretary by 1 June of the year prior to the year to which the application refers, outlining the reasons for applying for the additional twelve months. Where appropriate, supporting documentation should be attached. Additional documentation may be requested by the National Training Committee
- Documentation from the hospital verifying that the position is available to the trainee, that they support the trainee's application for extension, and that they are in a position to pay the trainee. A timetable of the position must be submitted for approval by the Accreditation committee.
- Should an additional twelve months (or any part thereof) of overseas training be granted, it will be unaccredited and will not count towards the training program, and will be considered interrupted training. The maximum credit for overseas training is 12 months.
- The trainee's TOP, SITAs and any other relevant documentation will be examined by the National Training Committee to ensure that the trainee has met sufficiently high enough standards in their assessments that suggest they will not be disadvantaged by remaining in the overseas position.
- The overseas hospital will be assessed to ensure that they are able to provide all the necessary experiences for the trainee at their next stage of learning.

Trainees should consider the following when applying for a second twelve months:

- Time away from Australia and the contact with supervisors and their cohort is further limited
- Preparation for the Fellowship examinations and lack of overseas supervisor knowledge of the examination system
- College will not make any special consideration allowances for perceived or real shortcomings of the overseas training program in relation to examinations
- Different casemix of UK as opposed to Australian dermatological practice
- Limited time to settle back into Australia prior to sitting the Fellowship Examination.