

## Overview

This joint communication from the Chair of the Committee for Training (CFT) and the Chair of the Trainee Representative Committee (TRC) has been developed to provide trainees some guidance on how to plan completing the five Centrally Administered Summative Assessments across their training. This document is supplementary to existing information on the formative and summative assessments (Regulations, Policies and Procedures) which are available on the [RANZCP website](#) and should be read in conjunction with these and the [Trainee Progress Trajectory](#) document.

## Considerations when planning a personal trajectory:

Some suggestions for managing the requirements of the RANZCP Fellowship program are as follows:

1. During the first rotation of Stage 1, trainees may choose to utilise the Exception Rule, which allows trainees to not have to accrue any EPAs (trainees are still required to complete an OCA). Trainees may use this time to plan their progression through training.
2. Trainees should develop an understanding of what they wish to achieve during their training time. Are there other external factors that need to be considered? For example additional study, family commitments or part time work are achievable but will require appropriate planning and support. Considering how the different aspects of life will affect training will assist a trainee to manage their assessments effectively.
3. Know who the local resources are, such as the supervisor, Director of Training (DOT), academics and peers, and discuss specific training plans with them.
4. Should a trainee require additional support, the College offers a Member Welfare Support Line and information on other support services are available on the [support for trainees and SIMGs](#) webpage.

## The Centrally Administered Summative Assessments

1. The [Multiple Choice Question \(MCQ\) Exam](#) is a multiple-choice computer-based exam. It is set at the standard expected at the end of Stage 3 and assesses foundational knowledge in psychiatry sampled from the Stage 1 and Stage 2 syllabi. Trainees are eligible to apply after 6 months FTE is reflected on their training record. It should be passed by 36 months. Recommended for Stage 2.
2. The [Essay-style Exam](#) is a written exam. It is set at the standard expected at the end of Stage 3 and assesses the application of knowledge and the capacity for critical thinking. Trainees are eligible to apply after 18 months FTE is reflected on their training record. It should be passed by 60 months FTE. Recommended for Stage 3.
3. The [Objective Structured Clinical Exam \(OSCE\)](#) is a practical clinical exam. It is set at the standard expected at the end of Stage 3 and assesses clinical competencies across a range of psychiatric practice areas. Trainees are eligible to apply after 30 months FTE is reflected on their training record. It should be passed by 60 months FTE. Recommended for Stage 3.

4. The [Scholarly Project](#) is a written research assessment. The project must be original research in an area related to psychiatry as selected by the trainee. It is set at the standard expected at the end of Stage 3. Trainees can select their own topic and project format, based on their own research interests. Scholarly Projects must be 3000–5000 words in length. Plan the project early in training. The time required to gain ethics approval (if required) should be taken into consideration when planning the project. It should be passed by 60 months FTE. With the possibility that ethics approval may take 6 months, completing this assessment from the planning to submission stage could feasibly take 2 years.

The [Psychotherapy Written Case](#) is a written assessment. It consists of one long psychotherapy intervention (approximately 1 year or 40 sessions) with a written assessment of 8000–10,000 words. It is assessed at the standard expected at the end of Stage 3. It may be commenced upon entering training and should be passed by 60 months FTE. High levels of supervision are expected throughout this case. Seeing the patient is generally undertaken in the early to mid-part of training. The case write up is then submitted in the mid to later part of training. With the possibility that trainees may have to change patient's part way through the therapy, this assessment could feasibly take over 18 months to complete.

### **Targeted Learning and Show Cause**

It is vital for trainees to plan how they will stagger and complete their assessments to both avoid being faced with the requirement of completing several large assessments in their last 2 years of training, and to avoid targeted learning and show cause. If an assessment is not completed by its associated deadline or in the case of two failed attempts, trainees are required to undertake targeted learning. If the assessment is not completed by the show cause deadline or in the case of 3 failed attempts the trainee is required to show cause to the CFT as to why they should continue in the Fellowship program.

Trainees are reminded that they may submit an application to the CFT to adjust their individual training trajectory due to exceptional circumstances prior to approaching the targeted learning and show cause deadlines outlined above.

### **Useful links**

[Training Regulations](#): Contains information for the Fellowship Program regulations, policies and procedures, including assessment requirements.

[Training Program information](#): Snapshot of the Fellowship program, as well as highlighting the Centrally Administered Summative Assessments.

[Support for trainee and SIMG](#): Here you'll find advice specific to trainees and SIMGs experiencing difficulties.

[When to attempt the Centrally Administered Summative Assessments](#): Provides information relevant to decision-making around the timing of attempting the assessments, written by Dr Warren Kealy-Bateman, Associate Professor Beth Kotze and Associate Professor Lisa Lampe.

[Navigating the Training Program](#): Overview of how to plan your training experience written from a trainee's perspective by Dr Lois Evans and Dr Suichi Suetani.

[The Scholarly Project in the RANZCP training program: getting up in running in Stage 1](#): Provides information regarding the commencement of a Scholarly Project.

[Training News](#): Covers all current Training news and provides access to the Trainee Newsletter (including previous editions).

[Learnit](#): The RANZCP Learning management system, Learnit contains both e-modules and webinars about how to undertake the Scholarly Project and the Psychotherapy Written Case. In addition, other support webinars are available with trainees discussing their individual training experiences.

[Results, Timetables and Fees](#): Provides results, current Exam Timetables and Assessment Fees.

[Training Contacts](#): Includes College contact details as well as contacts for the various Australian Branch Training Committees and the New Zealand Training Committee.

[Support for Psychiatrists](#): Provides options for seeking support anonymously and confidentially.

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