Specialist Pathway and Area of Need (AON) Assessment Flowchart

**1. Application Process**

1. **Application Incomplete**
   - RANZCP staff sends a letter to the applicant via e-mail outlining which documents remain outstanding. The letter will be accompanied by a request for payment of the incomplete application fee.
   - If outstanding documentation is not received within six months the application is securely destroyed or returned to applicant by RANZCP Staff.

2. **Clarification Required**
   - If clarification is required it will be outlined in the applicant’s Preliminary Assessment Outcome letter.
   - Applicant doesn’t submit clarification, or clarification is deemed unsatisfactory by the Assessment Panel.
   - Applicant’s training and experience is deemed Not Comparable to an Australian or New Zealand trained psychiatrist.
   - Not Comparable Final Assessment Outcome Letter is sent to the applicant and the Australian Health Practitioner Regulation Agency (AHPRA). An e-copy of Report 1 detailing the assessment outcome will be sent to the applicant & AHPRA from the RANZCP.

3. **Application Complete**
   - RANZCP staff review the application for documentation and completeness.
   - Application complete - RANZCP staff send referee report requests via e-mail to the applicants nominated referees, and a payment invoice to the applicant for the RANZCP Specialist Pathway assessment fee, due by the closing date of the relevant assessment round.

4. **Preliminary Outcome Letter**
   - Preliminary Outcome Letter including interview time and location is sent to applicant by RANZCP staff.
   - *An interview may not be offered if the applicants training and experience is deemed “Not Comparable”*

5. **Interview with relevant State Assessment Panel**
   - Applicant’s training and experience is deemed Partially Comparable or Substantially Comparable to an Australian or New Zealand trained psychiatrist.
   - Specialist Pathway Final Assessment Outcome Letter sent to applicant, and the Australian Health Practitioner Regulation Agency (AHPRA) detailing scope of practice. An e-copy of Report 1 detailing the assessment outcome will be sent to the applicant & AHPRA from the RANZCP.

6. **Final Assessment Outcome Letter**
   - Specialist Pathway Final Assessment Outcome Letter is sent to the applicant and the Australian Health Practitioner Regulation Agency (AHPRA). An e-copy of Report 1 detailing the assessment outcome will be sent to the applicant & AHPRA from the RANZCP.

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**Assessment Flowchart**

1. **Application Incomplete**
   - RANZCP staff acknowledges receipt of application via e-mail.
   - Applicant submits all outstanding documentation & fee within six months of notification.

2. **Clarification Required**
   - If clarification is required it will be outlined in the applicant’s Preliminary Assessment Outcome letter.
   - Applicant submits satisfactory clarification within 7 days of request, or at interview, as requested by the Assessment Panel.

3. **Not Comparable**
   - Not Comparable Final Assessment Outcome Letter is sent to the applicant and the Australian Health Practitioner Regulation Agency (AHPRA). An e-copy of Report 1 detailing the assessment outcome will be sent to the applicant & AHPRA from the RANZCP.

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**Notes**

- Variable Timeframe. The AMC and the RANZCP are separate organisations with separate requirements & timeframes. Queries regarding primary source verification need to be directed to the AMC.
- The paper based assessment will not commence until all application documentation is complete. This includes three referee reports which are forwarded by RANZCP staff to the applicants nominated referees via e-mail and payment of the assessment fee.

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**Specialist Pathway Handbook**

Please refer to the Specialist Pathway Handbook for further details about each of the below steps.