Remediation is the process by which Specialist International Medical Graduates who are making unsatisfactory progress in the examinations are assisted, counselled, supported and monitored.

Relevant Regulations

13.1 Assessment of Specialist International Medical Graduates
(vi) Remediation for Multiple Failures of Assessment

Before applying to sit the written or clinical exemption candidate examination or to submit a case history for the third and every second subsequent attempt thereafter, you must complete a remediation program of duration as outlined in the remediation policy (see Link 83a), to the satisfaction of the Committee for Specialist International Medical Graduate Education.

Guidelines

To minimise the possibility of Specialist International Medical Graduates making unsatisfactory progress, the supervising Fellow or delegate is to ensure that the candidate is aware of the standards required for successful completion of the required assessments.

The Role of the Supervising Fellow

The remedial process needs to involve the candidate, the supervising Fellow and others who can contribute to the candidate’s understanding of the problem(s) that may have lead to the successive failures and add constructively to the plan to address these.

Initial Remedial Process

If the supervising Fellow or delegate has grounds to believe that the candidate is not meeting the required standards in their clinical work, then the supervising Fellow or delegate must:

- Discuss their concerns with the candidate;
- Counsel the candidate and try to identify reasons why they are not meeting training goals or responding adequately to feedback, such as:
  - factors within the candidate, or related to their personal situation
  - factors within the supervisory relationship
  - factors within the local system, service, team or hospital
  - factors within the wider socio-cultural system;
- In discussion with the candidate, set in place a Remedial Plan to assist them in making better progress.
- Review progress towards the goals in the Remedial Plan with the candidate within three months, and prior to the end of the remediation period.

Remedial Plans:

Remedial plans should include clear goals aimed at improving the candidate’s progress in fulfilling required training objectives, a clear timeframe within which these goals are to be achieved and a specific review date. Such plans may for example outline provision of additional support and supervision, additional training sessions or joint interviews, completion of training tasks in a timely
manner by the candidate, or improvement in aspects of clinical performance. The Remedial Plan is to be in writing and copied to both supervising Fellow or delegate and candidate.

**Intervention and Documentation**
A remedial process as above should be commenced as early as possible once problems are identified. This may need to be in the form of a three/six-monthly formative review process with the candidate, alongside a Remedial Plan. It is important not to delay discussion and remedial interventions. It is advised that the supervising Fellow or delegate document remedial issues accurately on formative and summative Certificates of Completion, rather than glossing over these.

**Continuing Remedial Process**
A remedial process with a clear Remedial Plan, goals and timeframe should continue to be followed and reviewed regularly by the candidate and supervising Fellow or delegate until the candidate begins to make satisfactory progress.

Continuing problems in candidate progress place strain on both supervising Fellow or delegate and candidate, and it is often necessary to involve an additional supervising Fellow. They may take part in meetings to review progress and the Remedial Plan as above, act as a facilitator of communication between candidate and supervising Fellow, assist with remedial training, or provide a fresh viewpoint on the issues requiring remediation.

**Remediation for Multiple Failures of Assessment**
The purpose of this remediation is to assist candidates who have been unsuccessful on multiple occasions at the case history, written examination or clinical examinations to identify contributing problem(s) and develop a plan for addressing such problems.

The process needs to involve the candidate, supervising Fellow and others who can contribute to the candidate understanding what problem(s) may have lead to the multiple failures and add constructively to the plan to address these. The remediation should be planned to cover the entire period before the next attempt at the Clinical Examination, Written examination or Case Histories.

This process began during 2007. Details regarding the policies and implementation for this aspect of remediation are attached to Link 83a, with links to these attachments as below.

**Approved: Fellowship Attainment Committee --/-**

**RELEVANT FORMS**
The following forms can be accessed at [http://www.ranzcp.org/prefellowship/links-and-forms.html](http://www.ranzcp.org/prefellowship/links-and-forms.html), underneath Link 83a, Remediation Exemptions Candidates

- Guide to Remediation following Multiple Unsuccessful Attempts at one or both **CASE HISTORIES**
- Guide to Remediation following Multiple Unsuccessful Attempts at the **WRITTEN** Examination
- Guide to Remediation following Multiple Unsuccessful Attempts at the **EXEMPTION CANDIDATE** Examination
- Submission of Formal Remediation Program form
- Sample Feedback and Remediation Plan
- Certificate of Completion of Formal Remediation Program (Exemptions Candidates)