



The Royal
Australian &
New Zealand
College of
Psychiatrists

Specialist Pathway Handbook

Revised September 2016

working
with the
community

Table of Contents

Disclaimer.....	3
Introduction.....	3
Specialist Registration in Australia and New Zealand	3
Registration as a Specialist and Fellowship in New Zealand	4
Australian Medical Council (AMC).....	4
Committee for Specialist International Medical Graduate Education (CSIMGE).....	4
Specialist Pathway and Specialist Pathway and Area of Need Application	5
Completing your application form	5
Paper Based Assessment	10
Interview	10
Specialist Assessment Outcomes	11
Specialist Pathway Flowchart	12
Specialist Pathway Options and Requirements	14
.....	
.....	
Indigenous Experience	15
Specialist Pathway Support Programs	15
Maintenance of Comparability Status;	16
.....	
..... Fellowship Process	16
Contacts	16
Glossary	17

DISCLAIMER

This handbook is intended as a guide for Specialist International Medical Graduates (SIMGs) who are submitting an application for the Specialist Pathway to The Royal Australian and New Zealand College of Psychiatrists (RANZCP).

The information in this handbook is for general guidance only.

The information in this handbook does not over-ride, affect or limit in any way the provisions of the College policies and regulations in respect of SIMG training and assessment. The information in this handbook cannot be used to bind the College, the Committee or the State Assessment Panels in any process, application or hearing in respect of SIMG training or assessment.

The College does not represent that the information in this handbook is at all times current or determinative, and users should consult the actual College Policies and Regulations which are applicable to SIMG training and assessment.

This handbook is subject to copyright© Copyright claimed – RANZCP 2016

INTRODUCTION

The Royal Australian and New Zealand College of Psychiatrists is the principal organisation representing the medical specialty of psychiatry in Australia and New Zealand. The College is responsible for training, examining and awarding the Fellowship of the College qualification to medical practitioners. The vision of the College is “a fellowship of psychiatrists working with and for the general community to achieve the best attainable quality of psychiatric care and mental health”.

The principal route to Fellowship of the RANZCP (FRANZCP) is via the five year training and assessment process outlined in the 2012 Fellowship Program (available on the College website). However, the College offers some exemptions from this process via the Specialist Pathway to overseas psychiatrists who hold the highest Specialist Psychiatrist qualification in the country of qualification at the time of qualification, and have attained registration as a Specialist Psychiatrist in that country.

The RANZCP body responsible for overseas trained psychiatrists who are seeking to practice psychiatry in Australia or New Zealand is the Committee for Specialist International Medical Graduate Education (CSIMGE). This Committee assesses applications from SIMGs who have been offered a job, wish to live and work in Australia or New Zealand permanently and want to attain RANZCP Fellowship. The assessment is called a Comparability Assessment as it compares the training, qualifications and experience of a SIMG against the standards of a RANZCP trained psychiatrist. SIMGs who seek registration to work as specialists in Area of Need (AON) positions will also undergo a Comparability Assessment as well as being assessed against the Area of Need position requirements.

The CSIMGE also oversees the delivery of workshops and resources to assist SIMGs in their progression to RANZCP Fellowship.

This handbook outlines the College processes relating to the assessment of overseas specialist qualifications in psychiatry and the Specialist Pathway options for admission to Fellowship of the RANZCP for SIMGs.

SIMGs who are wanting to submit a Specialist Application for a Comparability Assessment are advised to familiarise themselves with the Overseas Specialist pages of the College website: <https://www.ranzcp.org/Pre-Fellowship/Overseas-specialists.aspx>

SPECIALIST REGISTRATION IN AUSTRALIA AND NEW ZEALAND

The process for medical specialist registration differs between New Zealand (regulated by the Medical Council of New Zealand, MCNZ) and Australia (regulated by the Medical Board of Australia (MBA) and its agency, the Australian Health Practitioner Regulation Agency [AHPRA]).

In New Zealand, Fellowship of the RANZCP (FRANZCP) is not a requirement for specialist registration as a psychiatrist. In Australia, FRANZCP is a pre-requisite for any doctor to gain specialist medical registration as a psychiatrist.

REGISTRATION AS A SPECIALIST PSYCHIATRIST AND FELLOWSHIP IN NEW ZEALAND

In New Zealand, the MCNZ seeks the advice of the RANZCP via the New Zealand Branch office regarding a SIMG's training and experience as a specialist. This process of assessment for vocational registration is independent of the RANZCP pathway to Fellowship for SIMGs.

A SIMG who has vocational registration in New Zealand and is seeking FRANZCP with the intention to work in Australia as a psychiatrist is required to submit either a Specialist Assessment only application to the RANZCP, or if applying for an Area of Need position, a combined Area of Need/Specialist Assessment application to the RANZCP.

SIMGs residing in New Zealand who seek to pursue FRANZCP and who are not seeking to practice psychiatry in Australia, should apply for a Specialist Assessment only to the College (CSIMGE).

Please contact the Specialist International Medical Graduate Education (SIMGE) team on simge@ranzcp.org for more information on applications in New Zealand.

AUSTRALIAN MEDICAL COUNCIL (AMC)

Candidates are required to apply to the AMC for EPIC Verification of their primary and specialist qualifications before applying to the RANZCP: <http://www.amc.org.au/index.php/ass/psv>.

Your RANZCP assessment will not commence until you have applied for EPIC Verification with the AMC. While processing of applications will not be delayed if EPIC verification is not complete upon application (or by application closing date), candidates are required to provide evidence of having submitted the application form to AMC for EPIC verification at the time of application to the College for Specialist Assessment.

COMMITTEE FOR SPECIALIST INTERNATIONAL MEDICAL GRADUATE EDUCATION (CSIMGE)

The purpose of the RANZCP Specialist Assessment is to determine the equivalence of training, qualifications and experience of a SIMG to the current training and qualifications of psychiatrists in Australia and New Zealand, that is to establish Comparability Status.

The Committee accepts applications from SIMGs who:

- hold the highest Specialist Psychiatrist qualification in the country of qualification at the time of qualification,
- have attained registration as a Specialist Psychiatrist in that country
- have gained that qualification through an appropriately supervised specialist training program which:
 - o was at least three (3) years in duration
- included at least 12 months general adult training, of which six (6) months was acute in-patient. are seeking specialist registration to practice psychiatry in Australia or New Zealand permanently
- have a confirmed job offer of employment in Australia or New Zealand in an area of psychiatry within a health service. Candidates are required to submit a statement from their current/prospective employer providing support for the full placement period including having an accredited supervisor who is a Fellow of the RANZCP
-
- have provided a signed job contract as evidence of acceptance of the job offer.
- have applied to the [Australian Medical Council \(AMC\)](#) for primary source verification of their primary and specialist psychiatry qualifications. All specialist psychiatry qualifications which constitute the highest specialist psychiatry qualification in the country of qualification need to be verified e.g. UK applicants must get both the MRCPsych and the CCT/CCST verified and Sri Lankan applicants must get both the MD(Psych) and Board Certification verified.
- provide evidence of English language proficiency – for example, an overall score of 7 on the International English Language Testing System (IELTS). Please refer to the [AMC website](#) for acceptable tests and score results

Please note a job offer from an employer does not imply that the Committee and State Assessment Panel members will grant you Comparability status to proceed on the Specialist Pathway. The requirements of the position and the employer could be different to the comparability criteria of the College.

Applications for Specialist Assessment or Specialist Assessment and Area of Need are made directly to the RANZCP.

The Australian government requires all SIMGs in Area of Need positions in Australia to also have specialist assessment to obtain and maintain medical registration. SIMGs must also be progressing towards completing the requirements to attain Fellowship of the College in order to receive ongoing medical registration.

SPECIALIST PATHWAY/SPECIALIST PATHWAY /AREA OF NEED APPLICATION

Candidates can apply to be assessed either for the Specialist Pathway alone or for the Specialist Pathway and an Area of Need assessment.

Applicants for Area of Need positions undergo the same specialist assessment, but must also meet the specific job description of the Area of Need requirements. Only SIMGs who have been offered or are in specialist/consultant positions and are assessed as Substantially Comparable Placement are eligible for Area of Need/Specialist positions.

Completing your Application Form

- Applicants are advised to have a copy of this handbook readily available when they are completing their application form and compiling their documentation. Applications that are not completed correctly will result in delays in processing.
- Please note that it can take some time to complete the application form however all the information is necessary for the State Assessment Panel members and the CSIMGE to be able to make an informed decision.
- The application form must be completed to the specifications outlined in this handbook in full and must be accompanied by **all** required documents as per the "Application Checklist" on the final page of the application form. Incomplete applications will not be processed and will result in delays with assessing your application. An incomplete application fee may also be applied.
- Applications that are bound, stapled or have labels or sticky notes will not be accepted and will be returned. Applications, including all documentation, should be held together securely by bulldog clips or rubber bands only.
- Application closing dates and interview dates for each state are published on the College website: <https://www.ranzcp.org/Pre-Fellowship/Overseas-specialists/Forms-Documents-page.aspx>. Only applications that are completed as per the specifications in this handbook, with the required documentation, by the closing date, will advance to assessment. Extensions to these dates will not be granted. Applications that do not meet the requirements as outlined will be delayed until the next assessment round.
- **All** sections of the application **must** be filled out. This ensures that the State Assessment Panel members are supplied with all of the required information in a standard format so that they can easily review the training, qualifications and experience and come to an informed decision. If you have not completed specific training or other experiences as outlined, please indicate this in the space provided. Comments on the application such as "see CV for details" etc. will not be accepted.
- A curriculum vitae (CV) must be submitted to the RANZCP as a part of your Specialist Assessment application. While your CV is not required to be in any specific format, please ensure that it is succinct (no more than 5 pages) and includes any relevant additional material not sought by the application form. **All information specified on the application form is considered important and relevant to your assessment and must be supplied in the Application Form.**

The below sections correspond directly with the Specialist Assessment Application Form

SECTION 1: PAYMENT DETAILS

Full payment of the specified administrative fee must be made at the time of submitting the application form and all supporting documentation as per the Application Checklist on the final page of the application form. Electronic funds transfer or credit card payments are acceptable methods of payment.

Applications submitted without payment of the administrative fee will not be processed.

When processing of the application form is complete, the College administrative staff will request by email the assessment fee. The application will not proceed to the State Assessment Panel for assessment until the full assessment fee is received by the College.

SECTION 2: PERSONAL DETAILS

Please ensure your current contact details are supplied. Should your contact details change after your application is submitted, you must advise the College in writing of this. Correspondence in regards to your application will mainly be sent via email. The College asks for your prompt response to any requests or questions to ensure your application is processed without delay.

SECTION 3: APPLICATION AND POSITION TYPE

- Please indicate whether you are applying for: Specialist Assessment only Specialist Assessment and Area of Need (AON)
 - If you are currently working in an AON position and are now applying for the Substantial Comparability Pathway, and changing your AON position at the same time, please tick the box Comparability Assessment & AON- if you are currently working in an AON position and are now applying for the Specialist Pathway, remaining in the same AON position, please tick the box Specialist Assessment & AON Extension.
 - Review of Specialist Assessment
 - Candidates who have previously been assessed as Partially Comparable and whose circumstance have changed and would now like to be re-assessed for Substantial Comparable
 - Applicants applying for AON (new or extension) must ensure they have submitted all additional AON documentation. All applicants are interviewed by a regional panel (State Assessment Panel) following the paper based assessment of the application form. Face-to-face interviews are scheduled on a regular basis. For applicants who have not yet arrived in Australia, some states offer interviews via videoconference, provided the interview panel considers this medium is suitable. Please indicate at the time of application if this is your preference. All costs for a videoconference on both sides have to be carried by the applicant. Teleconference interviews will not be considered.

If you are applying for Seniority and Eminence (Category III) Status please consider carefully whether you meet the criteria by reading the Seniority and Eminence Guidelines which can be found in the Forms and Documents page under Additional Documents at: <https://www.ranzcp.org/Pre-Fellowship/Overseas-specialists/Forms-Documents-page.aspx>, Applicants must address each of the requirements for Category III in the additional application form available from the website and provide all supporting documentation as per the guidelines.

The Details of Employment Positions page in the application form refers to Area of Need (AON) positions in which there is often multiple sites and locations to which the AON position is approved for.

SECTION 4: MEDICAL QUALIFICATIONS

- Primary and Specialist Qualifications: clearly state the qualification, Institution/Medical College, Country and year awarded/start and finish date for each qualification
E.g. MD (Psych), National Institute of Mental Health and Neuro Sciences (NIMHANS), India, 2003.
Provide Supporting Documentation - certified copy of MD (Psych) certificate, cross-referenced e.g. attachment No. C4
- Medical Licensure: include both current and any previous; clearly state the authority, class of registration, any restrictions and the expiry date
E.g. Medical Practitioners Board of Victoria, specific registration, limited to work at locations as specified on attached Certificate of Registration. Provide supporting documentation - Certificate of Registration, e.g. attachment No. C2.

Please ensure that you specify and explain dates/duration of any gaps or breaks in training.

SECTION 5: INTERNSHIP AND PRE-VOCATIONAL MEDICAL TRAINING

You are required to provide details of your internship/pre-registration employment/training. This includes: which hospital; if the training was rotational and if so what the rotations were; who was the governing body; was there a national curriculum for Post-Graduate Year 1 and 2 (PGY 1/2) and was there a formal teaching program. The date commenced and date completed must be noted.

Details of further pre-vocational employment/training are also required.

- Internship: Clearly state the Institution, rotations and dates e.g. Medical College Calicut, Kerala, India. Include supporting documentation
E.g. BJ Medical College and Civil Hospital, Ahmadabad; rotating internship and terms ; Certificate as outlined on attached certificate of internship; cross reference the attachments e.g. No. C3.
- Other/Additional Post Graduate Qualifications: List in this section any additional post graduate qualifications you believe will support your application. Be sure to include a certified copy of any qualification and appropriately cross-reference it, as done under basic medical and specialist qualifications.

Please ensure that you specify and explain dates/duration of any gaps or breaks in employment.

SECTION 6: EXTERNAL ACCREDITATION OF SPECIALIST PSYCHIATRY TRAINING PROGRAM BY NATIONAL/STATE ORGANISATION

You are required to specify whether your Specialist Psychiatry Training Program was externally accredited and the organisation which conducted the accreditation in this section of the application form.

SECTION 7: MENTAL HEALTH TRAINING PROGRAM STANDARDS

This section refers to the mental health program in operation in your country of qualification during your training.

You are required to outline service delivery models and characteristics for mental health services specifying mode of provision of: acute inpatient services and whether integrated with general hospital services; emergency psychiatry facilities; early psychosis intervention services; outpatient services, whether community-based and whether linked with mobile outreach services (crisis, continuing care and homeless teams); multidisciplinary teams led by psychiatrists within bio-psychosocial model; public /private mix; Mental Health Act and ECT operations including appeal and external review processes; and whether significant participation of consumer, carer and non-government organisations in service delivery.

SECTION 8: HEALTH SYSTEM STANDARDS

You are required to provide information of a National Mental Health Care Plan in place, if any, in the country where your qualification was obtained, e.g. currently in place, date established and/or reviewed.

SECTIONS 9: SPECIALIST PSYCHIATRY TRAINING EXPERIENCES

To assess comparability to RANZCP training, the State Assessment Panel members require details of your experiences set out in the areas of rotations provided to trainees in psychiatry in Australia and New Zealand. These are: General Adult Psychiatry; Community Psychiatry; Child and Adolescent Psychiatry; Consultation-Liaison Psychiatry; Old Age Psychiatry and Addiction Psychiatry.

All experiences must be quoted as FTE on the application form to enable the State Assessment Panel members to adequately compare these to the requirements of a RANZCP trainee. If you are having difficulty in determining your FTE please speak with a fellow or trainee for assistance.

If your training experience was in different areas of practice concurrently, please outline for each area the hours per week spent in that subspecialty and finally the total duration of training in each area (in months FTE). If the experience was rotation based, please state the start and finish dates and months in FTE. For all experiences, the hours of weekly supervision, supervisor name, email address and qualifications must be stated.

Describe the experience in different age groups, settings, treating modalities and types of service delivery. For each of the areas of experience, you need to provide a **brief synopsis** covering:

- the service and service model
- your role
- the duration of the experience (in months of FTE)
- the approximate caseload (number of patients under care at any one time) and age groups
- the types of conditions typically encountered
- the types of treatments typically employed
- the supervision provided

The description for each experience should be no more than half a page.

Links are provided on the application to the appropriate sections of the RANZCP training regulations so as to provide you with a guideline to experiences that may be considered equivalent.

As well as these clinical experiences, information on a number of other training experiences is required, such as indigenous mental health, experience with carers, experiences with non-government organisations (NGOs), research/project experience, Electroconvulsive Therapy (ECT) experience, rural mental health experience, continuity of care, etc.

Please note:

- Psychotherapy experience refers to your supervised experiences in any of a broad range of psychological therapies (e.g. psychodynamic psychotherapy, cognitive behavioural therapy, family therapy). For each area

of psychotherapeutic experience, it is helpful to outline the nature of the therapy, the approximate number of patients seen and durations of treatment (total duration and number of sessions) as well as details of the supervision provided. Any information on the way in which this psychotherapy experience was assessed as being satisfactory is also useful

- Indigenous Mental Health refers to your experience with Aboriginal, Torres Strait Island and Maori peoples in Australasia.
- Details of the written and clinical examinations you have passed to gain your specialist qualification and the nature of these examinations are required. Where more than one attempt has been required to pass any component of the examination process, this should be indicated in this section.
- While you are encouraged to familiarise yourself with examples of other applications to help you select the style etc., it is essential that all the information you provide is an accurate and true account of your training and experiences. A generic account of the program or information copied from someone else's template will be deemed unacceptable.

SECTION 10: HIGHER TRAINING EXPERIENCES (COMPARABLE TO RANZCP ADVANCED TRAINING EXPERIENCES)

This section refers to additional supervised training attained after your specialist qualification in a senior residency program or sub-specialty training (comparable to RANZCP Advanced Training). Please refer to the relevant sections of the RANZCP 2012 Fellowship Program Regulations, which provide a guideline to experiences which may be considered equivalent. Adequate cross referencing to your attachments is again required e.g. Supporting Documentation: Attachment no C5, Page No 7.

SECTION 11: EXPERIENCE AS A SPECIALIST PSYCHIATRIST

Indicate the depth and breadth of your experience in psychiatry, including involvement in peer review or supervision after the completion of your specialist qualification. Peer review/supervision refers to ongoing liaison with a peer group and/ or with a senior colleague which provides ongoing learning including feedback on your clinical practice.

Remember to appropriately cross reference to your attachments.

SECTION 12: OTHER EXPERIENCE AND DOCUMENTATION WHICH MAY SUPPORT YOUR APPLICATION

Any additional information which may assist you in being granted a Comparability Status and support for your Area of Need position (if required) should be included in this section.

SECTION 13: PROGRESSION TO FELLOWSHIP

This applies to existing SIMG candidates who are applying to be assessed for the Substantial Comparability Pathway or for candidates who are applying for new Area of Need positions.

SECTION 14: REFEREES

The names and contact details of three referees who are able to supply a reference are required. The College may seek from you the names of additional referees if there are issues arising from the assessment which need to be clarified.

At least one referee must be a **current** clinical supervisor who is a specialist in Psychiatry. Preferably all three referees should be clinical supervisors. If you are already working in Australia your referees **must** be Fellows of the College (FRANZCP) or Training Supervisors who are approved by the College.

Your application will NOT proceed to assessment if at the closing date for the application, any referee reports have not been received at the College.

Referees will receive one reminder from the College to respond to the request to fill out the required form. You will be notified when referee reports have not been received by the required date. It is your responsibility to follow up any missing referee reports.

The referee report is confidential and any issues arising will be considered by the assessment panels and/or CSIMGE. In addition to the nominated referees, applicants are asked to give permission for the assessment panel to contact the Clinical Directors of units in which they have recently worked (in Section 15 Declaration of applicant). Applicants are given the opportunity in the application form to identify any previous director with whom there has been conflict or other reason why that person's comments may not represent a fair and unbiased assessment of their work performance.

SECTION 15: DECLARATION OF APPLICANT

The content of the declaration will be used for the purpose of establishing important issues of suitability and allowing verification where required in relation to entry onto the Specialist Pathway. A response to each item must be made.

Carefully read, complete and sign the declaration. Your application cannot be processed if this section is not fully completed and signed.

SECTION 16: CURRICULUM VITAE TEMPLATE

A template is provided however your own personal curriculum vitae may also be submitted. It is important that all important information is included in the application form as this is the primary source of information. Additional information not covered in the application form can be included in the CV but please make it succinct with only relevant information of no more than 5 pages long.

SECTION 16: EMPLOYER SUPPORT DECLARATION

Employers must be able to guarantee that the SIMG is provided with appropriate time, support and supervision as part of the Specialist Pathway placement conditions to enable them to progress on the pathway to Fellowship.

All SIMG candidates are required to have a RANZCP accredited supervisor. In the case of candidates who apply and are assessed as Substantially Comparable they must have a Substantial Comparability supervisor who has done the training for that placement. As part of the recruitment process, employers should be able to advise the applicant of the name of a supervisor who can be nominated for this role.

SECTION 18: APPLICATION CHECKLIST

This section must be carefully reviewed as the application cannot be processed unless **all** required documentation in the checklist is received at the RANZCP.

PAPER BASED ASSESSMENT

Once your application with the RANZCP is complete, it will be included in the next available round of preliminary assessments (paper based) by the State Assessment Panel. Following this assessment you will receive a preliminary outcome letter indicating whether you have been granted an interview as well as the interview date and time, if appropriate.

Should the Assessment Panel require further information to be able to make a preliminary decision on your outcome we will contact you immediately. The information requested will need to be submitted within seven (7) days. If the provided information is satisfactory you will receive your preliminary outcome letter with your interview details.

The advice at this time is only preliminary and can change after the interview.

INTERVIEW

The purpose of the interview is to clarify the applicant's suitability for the proposed area of need position and determine the level of comparability that should be granted by confirming details of their training and experience as outlined in their application. The interview is also an opportunity for the applicant to gain an understanding of the standards of competence and safe practice expected of a specialist psychiatrist in Australia and New Zealand.

The interview is not an examination. The interview must take place within six (6) months of the preliminary outcome letter or the assessment will be considered null and void. The applicant would then need to submit a new application and pay the application fee again.

Interviewers

The interview is conducted by the State Assessment Panel in the State that the applicant intends to work and generally consists of three members. At least two panel members must be present for an interview to proceed. All panel members have undergone CSIMGE accredited State Assessment Panel training and are registered with the RANZCP as 'approved State Assessment Panel Members'. The preferred method for interviewing applicants is face-to-face, however, if the applicant is overseas, videoconferencing may be available for some states provided the technical quality of the videoconferencing arrangement is clearly adequate, and the Assessment Panel considers a videoconference suitable.

Documentation

It is expected that the applicant will have supplied all relevant documentation to the SIMGE team, who will forward it to the State Assessment Panel prior to the interview. Applicants may be required to bring additional documentation to the interview should the State Assessment Panel require further information. If this is required, applicants will be advised in their preliminary outcome letter.

The Interview

Up to one and a half (1½) hours is allocated for conducting the interview. To establish the degree of comparability to Australian and New Zealand training, the applicant will be asked to describe their psychiatry training with reference to their CV and other written material.

For Area of Need applications, the applicant will be asked to describe how their training and experience is relevant to the position for which they are applying. Questions will relate directly to the job description and the applicant's demonstrated ability (i.e. relevant training and experience) to perform the expected tasks within this role.

SPECIALIST ASSESSMENT OUTCOMES

Applicants are advised of the outcome via the SIMGE administrative team, not at the interview. Following the interview, the State Assessment Panel's recommendation is forwarded to the CSIMGE for its final determination. The decision stating the comparability outcome and Area of Need support (if applicable) is then released to the applicant, with a copy being provided to AHPRA, and the relevant RANZCP State Branch.

If the State Assessment Panel cannot reach a final decision based on the application submitted and information gained at the interview, they can seek advice from the CSIMGE. The CSIMGE may seek advice from other Committees or Boards if relevant (e.g. Committee for Training or Education Committee) if the applicant has previously been in the Training program. This will likely delay the assessment outcome.

There are three possible outcomes of the specialist assessment process:

- Substantially Comparable
- Partially Comparable
- Not Comparable.

To determine the comparability of SIMGs, the State Assessment Panels evaluate each candidate's qualifications, the quality of their training and supervision, and their experience as compared with Australian standards. To ensure consistency between State Assessment Panels, this evaluation uses a uniform assessment framework referred to as the Comparability Assessment Form (CAF). Panel members use the CAF to calculate a total score and this score will determine whether the applicant is Substantially Comparable, Partially Comparable or Not Comparable.

A broad range of categories are considered and rated in the CAF, which include:

- training standards
- accreditation standards
- health and mental health standards and systems
- experience at a consultant psychiatrist
- recognition of further learning

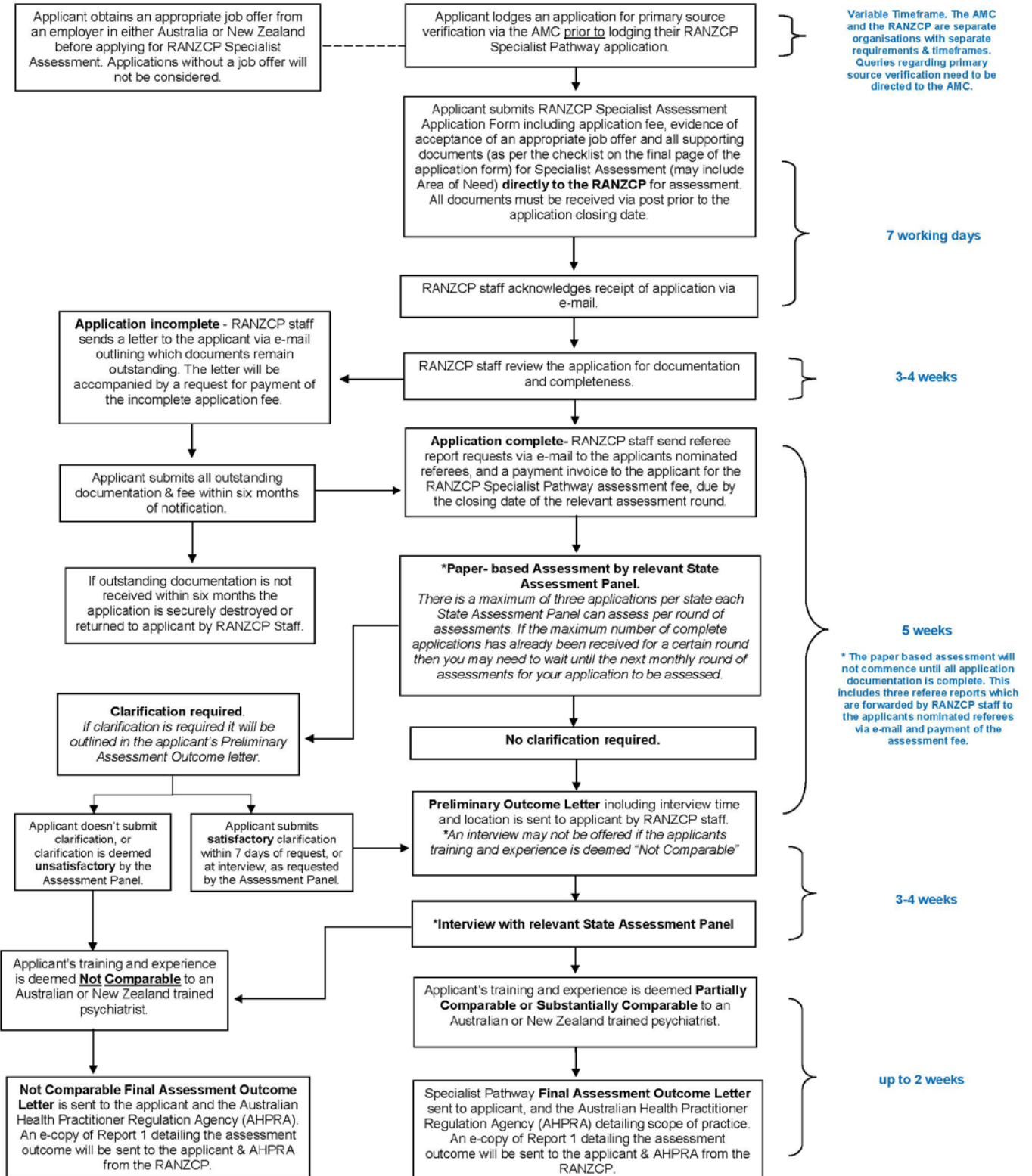
The entire assessment process will take approximately 15 weeks from the time the application is received until the outcome result.

Requesting Clarification of the Final Outcome

Applicants who are not satisfied with the final outcome of their assessment can request informal clarification of the assessment determination from the CSIMGE. The process is clearly outlined on the "Education Committee Decisions Flowchart", available on the Complaints Resolution web page: <https://www.ranzcp.org/Pre-Fellowship/2003-Fellowship-Program/Complaints-Resolution.aspx>

Re-applications will not be accepted within one (1) year of a previous unsuccessful application.

Specialist Pathway and Area of Need (AON) Assessment Flowchart



SPECIALIST PATHWAY OPTIONS AND REQUIREMENTS

Not Comparable

Applicants whose qualifications, training and experiences are not considered equivalent to Australian training standards and who wish to pursue RANZCP Fellowship will be advised to contact the training department where they will have the option to apply for the [2012 Fellowship Training Pathway](#).

Partially Comparable

Applicants who are deemed Partially Comparable will be offered a place on the 2 year [Partial Comparability Placement](#).

This placement is aligned with the RANZCP 2012 Fellowship program but has been modified for SIMGs depending on any gaps identified in training and experience as compared with Australian training standards. The SIMG can start the placement requirements as soon as they are accepted and start their job as there is no cohort or rotation start date. The assessment requirements for partially comparable candidates include workplace-based assessments, clinical examinations and the essay style written examination. A list of the exact training and assessment requirements to be completed will be noted in the outcome letter but will typically include:

Workplace based Assessments	Four (4) formative Observed Clinical Activity, one every 6 months Eight (8) Entrustable Professional Activities (EPAs) from Stage 3, 2 every 6 months Four (4) end-of-six-month period In Training Assessment (ITA) reports
Summative Assessments	Objective Structured Clinical Examination (OSCE), held twice yearly. Essay-style written examination, held twice yearly

See the Exam Centre page of the College website for further details about the written and the OSCE exam at: <https://www.ranzcp.org/Pre-Fellowship/2012-Fellowship-Program/Exam-assessment-centre.aspx>

Additional Training Requirements

Psychotherapy three patients for at least six sessions each - Stage 3 requirement. Refer to "4.2 – Stage 3 psychotherapy requirements" in the 2012 Fellowship Program [Training](#) Regulations

Leadership and Management training - Stage 3 requirement. Refer to "4.3.3 Leadership and management requirements" in the 2012 Fellowship Program [Training](#) Regulations

Indigenous Experience - The College recognises the particular mental health issues facing the indigenous people of Australia and New Zealand. This training requirement is intended to increase awareness of these issues and to facilitate more effective partnerships with these communities to provide effective mental health services.

Any additional training requirements as deemed by gaps in training and experience identified by the State Assessment Panel final outcome requirements. For example, an applicant may have only three (3) months FTE experience in Child and Adolescent Training and may be required to complete a further three (3) months of training to obtain six (6) months, which is required of an RANZCP trainee to obtain Fellowship.

The panel or CSIMGE may also request further requirements such as the submission of 6-12 monthly referee or supervisor reports.

These additional requirements will be outlined in the final outcome letter.

Applicants who are considering this pathway are also advised to read about the 2012 Fellowship Program on the College website pages at <https://www.ranzcp.org/trainingprogram.aspx>.

Substantially Comparable

Applicants who are deemed Substantially Comparable, and fulfil all the requirements will be offered the next available place in a [Substantial Comparability](#) placement.

Candidates are given 1 year from the date of their assessment final outcome letter to enter the country, obtain registration and start their job and the placement. If for some reason there are unforeseen delays in doing this, the candidate must apply in writing to the CSIMGE for an extension to their start date. Please refer to the [Maintenance of comparability status policy](#), section 5 for further information about delays to commencing the program.

Substantial Comparability Placement cohorts of approximately 20 candidates are expected to commence twice yearly. Candidates have the option of starting their job earlier while waiting for the cohort commencement date. All Substantially Comparable candidates who are new to the country need to start their job at least 3 months before the placement cohort start date in order for them to complete a 3-month job orientation period. This is to ensure that candidates are familiar with their health service, the health system, and the Mental Health Act, and build a sufficient case load. This time is not inclusive of the 12-month placement period.

This placement is one year of Workplace-Based Assessments, as well as some additional requirements depending on gaps in their training and experience compared with Australian training standards.

A list of the exact training and experience requirements to be completed will be noted in the outcome letter and will typically include:

- Three (3) supervisor reports
- One (1) formative case-based discussion assessment
- Three (3) summative case-based discussion assessments
- Indigenous Experience
- Additional Requirements

If the mandatory rotations or experiences of a SIMG are found to be incomplete as compared to Royal Australian and New Zealand College of Psychiatrists (RANZCP) training, then some aspects of the RANZCP training program may need to be completed. These additional requirements, usually referred to as 'gaps in training' will be determined by the Committee for Specialist International Medical Graduate Education (CSIMGE) during the specialist assessment process, and candidates will be notified of this in the specialist assessment outcome letter.

An example of an additional gap in training and experience would be if an applicant had only three (3) months FTE experience in Child and Adolescent Training and may therefore be required to complete a further three (3) months of training to obtain six (6) months, which is a requirement of an RANZCP trainee to obtain Fellowship.

All identified gaps in training must be completed and approved before the commencement of the Substantial Comparability Placement.

The panel or CSIMGE may also request further requirements such as the submission of 6-12 monthly referee or supervisor reports.

All additional requirements will be outlined in the final outcome letter.

Applicants who are considering this pathway are also advised to read the Substantial Comparability Handbook for Workplace Based Assessments which can be downloaded from the Substantial Comparability pages of the College website at: <https://www.ranzcp.org/Pre-Fellowship/Overseas-specialists/Substantial-Comparability-Placement.aspx>

INDIGENOUS EXPERIENCE

The College recognises the particular mental health issues facing the indigenous people of Australia and New Zealand and as such this requirement is applicable to all SIMG candidates, both Partial and Substantial. This training requirement is intended to increase awareness and to facilitate more effective partnerships with Indigenous communities to provide effective mental health services. It is recommended that you also liaise with your mentor/supervisor to determine what would constitute a suitable training experience. The Indigenous Experience Guidelines and the Certificate of Completion can be on the Forms and documents – overseas specialist webpage under 2012 Fellowship Program assessment at: <https://www.ranzcp.org/Pre-Fellowship/Overseas-specialists/Forms-documents.aspx>

SIMG SUPPORT PROGRAMS

The College offers a range of programs and resources to support SIMG candidates in attaining Fellowship.

The RANZCP participates in the Specialist Training Program (STP) which is an Australian Government initiative that provides funding to health organisations to support specialist medical training experiences in settings beyond traditional public teaching hospitals. The STP funding is available to current RANZCP trainees and Specialist International Medical Graduates on the pathway to RANZCP Fellowship.

STP supported programs for SIMG candidates include:

- exam and clinical practice workshops
- Coaching grants
- Webinars

SIMG candidates who are interested in accessing these resource should contact:

Specialist Training Program team
Phone: +61 (0)3 9640 0646
Email: stp.project@ranzcp.org

MAINTENANCE OF COMPARABILITY STATUS POLICY

Comparability Status refers to the time period that SIMG candidates have to complete their specialist assessment requirements (Substantial or Partial) stated in the assessment outcome letter. All SIMG candidates must maintain their Comparability Status for the duration of their pathway placement.

Candidates are strongly advised to be familiar with this policy which can be found on the College website at <https://www.ranzcp.org/Pre-Fellowship/Overseas-specialists.aspx>

This policy outlines the requirements of Specialist International Medical Graduates (SIMG) candidates accepted on the RANZCP Specialist Pathway to maintain their comparability status and progress to RANZCP Fellowship within the time specified by the RANZCP. It also outlines the ramifications if a SIMG candidate does not follow the requirements for maintaining their comparability status.

The policy aims to ensure the maintenance of high standards of clinical competence and professional development in Australia and New Zealand. However, there may be circumstances in which the College is required to withdraw Comparability Status from a candidate for a number of reasons, including:

- Serious breach in ethics or conduct;
- Medical Board deregistration;
- Termination of employment; and,

Failure to progress towards Fellowship.

The policy outlines the procedures for reviewing the Comparability Status of individuals when a situation as above occurs. It is the responsibility of the SIMG candidate, employing service and/or supervisor to inform the committee of any serious breach in ethics or conduct, medical board deregistration or termination of employment.

It is generally expected that Partially Comparable candidates will be able to successfully complete the mandated training and assessment requirements to proceed to admission to Fellowship within two (2) years of commencing on the pathway. The College acknowledges that circumstances may arise which prolong a candidate's progression and therefore provides for extensions upon application.

Substantially Comparable candidates are expected to complete their pathway requirements in 12 months, however in special circumstances the CSIMGE will consider extending the placement for up to 18 months.

The Maintenance of Comparability Status Policy includes extensions, breaks and withdrawal from the pathway.

Applying for an Extension of Comparability Status

The comparability status time initially granted for Partially Comparable candidates is two years, during which time the candidate is expected to progress through the requirements as stipulated by the CSIMGE in the final outcome letter for eligibility for RANZCP Fellowship. Should the candidate be unable to complete all requirements within two years, they may apply for an Extension of Comparability Status. One year extensions will be considered on a case by case basis in which a candidate may be required to provide additional information regarding progress such as referee or supervisor reports during the extension period. A maximum of 2 years extension will be considered by CSIMGE.

Applications for Extension of Comparability Status should be submitted directly to the RANZCP. The application form is available on the College website: <https://www.ranzcp.org/Pre-Fellowship/Overseas-specialists/Forms-Documents-page.aspx>.

Existing candidates who have moved from the Partial to the Substantial placement may also need to apply for an extension in order to complete their 12 month placement.

The Committee may request an additional interview prior to the granting of an Extension of Comparability Status.

Please note: Substantially Comparable candidates who require an extension to placement due to unsatisfactory assessment progress will be reviewed by the Substantial Comparability Assessment Review Panel (SCARP) who may recommend up to 6 months extension. Completion of an extension application form is not needed in this case.

Break in Exemption Status

Candidates may apply to the CSIMGE for a Break in Comparability Status for a maximum of 12 months.

This break is for SIMG candidates who have encountered circumstances such as personal or family illnesses which affect their abilities to progress towards Fellowship. It is important to apply for a break at the earliest time that the circumstance becomes evident in order for CSIMGE to fairly consider the situation rather than to submit retrospectively.

Please contact College staff at simge@ranzcp.org for more information about the application process for a break in comparability status.

Review of Comparability Status from Partial to Substantial

If a SIMG can confirm that they have obtained a new qualification and/or experience which they believe may affect and improve the total comparability assessment score resulting in being deemed Substantially Comparable then they can apply for a Review of Comparability Status. Successful review candidates will be offered a place on the next available Substantial Comparability cohort. Applications for a review of comparability status will only be considered one year after the initial final outcome date or the last review. Applications for Review of Comparability Status should be submitted directly to the RANZCP. The application form is available on the College website: <https://www.ranzcp.org/Pre-Fellowship/Overseas-specialists/Forms-Documents-page.aspx>.

The Committee may request an additional interview as part of its review.

FELLOWSHIP PROCESS

Upon satisfactory completion of all Specialist Pathway requirements specialist international medical graduate (SIMG) candidates are eligible to apply for Fellowship of The Royal Australian and New Zealand College of Psychiatrists (RANZCP).

The SIMG candidate is required to complete a Notice of Intention to Apply for Admission to Fellowship form, which is located under **Link 81a** on the College website: <https://www.ranzcp.org/Pre-Fellowship/2003-Fellowship-Program/Links-and-Forms.aspx>.

A Notice of Intention to Apply for Admission to Fellowship is valid for six (6) months. If a SIMG candidate has not been admitted to Fellowship within the six (6) month time frame from receipt of the Notice of Intention to Apply for Admission to Fellowship form, a new form is required to be submitted and the approval process starts again.

In addition to the completed Notice of Intention to Apply for Admission to Fellowship form, the SIMG candidate is also required to provide a copy of their current Certificate of Registration Status from AHPRA or the Medical Council of New Zealand to cover them for the entire Fellowship approval process.

Candidates are also required to have completed EPIC Verification of both their primary and specialist medical qualifications. Fellowship cannot be obtained without EPIC Verification of all qualifications. Provision of EPIC Verification is the responsibility of the candidate via the AMC. Please contact the AMC directly for information regarding the EPIC Verification process: <http://www.amc.org.au/index.php/ass/psv>.

When these documents are received by the RANZCP, the Fellowship application will be put forward to the Education Committee for approval and then to the RANZCP Board for ratification.

CONTACTS

RANZCP	www.ranzcp.org
Australian Medical Council:	www.amc.org.au
Australian Government Doctor Connect Site:	www.doctorconnect.gov.au
Australian Health Practitioner Regulation Agency	www.ahpra.gov.au
Medical Council of New Zealand:	www.mcnz.org.nz
Department of Immigration and Citizenship:	www.immi.gov.au/

GLOSSARY

Australian Medical Council (AMC)	The AMC is a national standards and examinations body in Australia. The AMC is responsible for conducting EPIC Verification of primary and specialist medical qualifications.
Certified Copies	To have a document certified, you should make a photocopy of the original document and take the original and the copy to an authorised person. The person must then write on every page of the document, 'I have sighted the original document and certify this to be a true copy of the original.' The person should then sign each statement and provide their designation, for example, 'FRANZCP'. Note: The RANZCP will neither return the certified copies of documents submitted with your application nor provide copies of these documents to you in the future.
Conditional Registration	Registration With Conditions (portability subject to approval of the Medical Board), refers to registration where practice is limited to a particular setting; to practice in postgraduate training, supervised training, teaching, research, public interest/area of need, conditional (disciplinary or health conditions) or as an overseas trained specialist.
Continuing Professional Development / Continuing Medical Education (CPD/CME)	The College program for Continuing Professional Development (CPD) provides a pathway for psychiatrists to review and further develop professional practice to ensure the continued high standard of psychiatric practice. Fellows are automatically enrolled in the CPD program when they gain Fellowship. Psychiatrists and doctors working in the role of a psychiatrist, who are not Fellows or Affiliates of the College, can also enrol in the CPD Program.
Full Time Equivalent (FTE)	Full-time equivalence (FTE) is a measure of the amount of time an individual works per week. An individual working 40 hours per week has an FTE of 1.0. An individual working 20 hours a week has an FTE of 0.5. A FTE greater than 1.0 per week cannot be claimed as part of any Specialist Assessment.
Medical Registration	<p>Medical registration is a legal requirement for a doctor to be entitled to treat a patient as a “medical practitioner” and to be issued with a practising certificate entitling remuneration as per the Medicare Benefits Schedule. Registration may be either to practice as a medical practitioner, or to practice as a specialist practitioner.</p> <p>Medical registration is the responsibility of the State/Territory Medical Boards or Medical Council of New Zealand.</p> <p>Further detail on categories of registration can be obtained from http://www.amc.org.au/register.asp, and the relevant Medical Board.</p>
Medical Council of New Zealand	The MCNZ registers doctors to practice medicine in New Zealand. It carries responsibilities in the areas of medical standards and doctors' conduct and competence. It guides doctors on medical practice issues and promotes education and training of doctors. It is responsible for ensuring that doctors maintain high standards of practice.
Peer Review	Peer review is a collegial, mutually beneficial process in which information about teaching and learning is formulated, exchanged, challenged, tested and re-formulated by both (or all) parties, as a standard part of professional practice.
Specialist Assessment	The process by which SIMGs apply for exemptions from the RANZCP training and assessment requirements based on their qualifications and experience.
Specialist International Medical Graduate (SIMG)	Doctor who holds the highest specialist psychiatry qualification in the country of qualification at the time of qualification and has attained registration as a Specialist Psychiatrist in that country, and wishes to remain and work in Australia permanently.
Good Standing	As a means to determine that a SIMG applicant is competent and of good character, registering authorities throughout the world require verification of the practitioner's current standing in their previous jurisdiction(s) of registration. A valid "Certificate of Registration Status" or 'Certificate of Good Standing" is a document used by many registering authorities to satisfy this requirement.
Unconditional Registration	Registration Without Conditions (fully portable) refers to graduates of AMC-accredited Australian/New Zealand Medical Schools who have completed an approved period of intern training, and doctors whose primary medical qualifications were obtained overseas, who have passed the AMC examination and who have completed a period of supervised training, as determined by the relevant Medical Board.

