

Trainees undertaking a Certificate of Advanced Training program and stage 3 of the Fellowship concurrently must follow the requirements for both programs.

This document provides a summary of the training requirements of the *Certificate of Advanced Training in Youth Psychiatry*. The requirements apply to both trainees and Fellows-in-training.

**Please note:** The requirements listed below were approved by Subcommittee of Advanced Training in Youth Psychiatry (SATYP) in May 2026.

- Pre-Fellowship trainees must be in accredited training posts; Fellows in training must have their position reviewed and approved by their DOAT to ensure they can fulfil the requirements of the Certificate of Advanced Training program.
- Successful completion of 24 months FTE training in accredited youth psychiatry training posts.
  - Up to 12 months FTE of research or medical education can be prospectively approved on a case-by-case basis by SATYP. Trainees are expected to maintain their clinical currency by spending at least 0.2 FTE (or 1 day per week) in direct clinical work. Any application would need to detail how the required youth psychiatry EPAs and other aspects of the training program are to be completed.
- Attainment of **eight (8)** Stage 3 youth psychiatry Entrustable Professional Activity EPAs; two (2) per 6-month FTE rotation.
  - Four (4) youth psychiatry EPAs are mandatory for Certificate completion
  - Relevant EPAs from other areas of practice may be used to satisfy the remaining EPA requirements of the Certificate; prospective approval from the Director of Advanced Training is required
  - A minimum of three (3) Workplace Based Assessments WBAs are required to contribute to the evidence base for each required EPA.
- Fellows-in-Training are not required to attain EPAs following the completion of 24 months FTE training time towards one certificate and attained a minimum of eight Stage 3 Youth Psychiatry EPAs.
- Trainees and Fellows-in-training must complete a mandatory minimum of one Observed Clinical Activity (OCA) WBA during each 6-month FTE rotation as per the specific training requirements of their Certificate of Advanced Training.
  - The OCA will be recorded on the end-of-rotation In-Training-Assessment (ITA) form.
  - The Certificate of Advanced Training OCA requirement will satisfy the Fellowship OCA requirement.

Please note: completing one OCA WBA during each 6-month FTE rotation is required of the Certificates of Advanced Training and applies to all trainees (including transitioning trainees) and Fellows-in-training.
- Provision of psychotherapy to four (4) young people with a mental disorder for at least six sessions each.
  - The four (4) young people must comprise of patients under the age bracket of 12-25 years with at least one under the age of 16 years.
    - Of the treatment modalities used, at least one must be structured or manualised (e.g. CBT, IPT) and at least one must be family in any model (e.g. family, network).
  - If the supervisor is satisfied with the psychotherapy provided to each young person by the trainee and Fellow-in Training, they may sign off Advance Training Psychotherapy

form after the sixth session, but the therapeutic contact may continue after the sign off date.

- For pre-Fellowship trainees, approval signature on any of the three cases handled will fulfil the Stage 3 Fellowship requirement.
- Completion of 20 vignettes .
- De-identified, typed and approximately 50-100 words in length are required for each case and should include the following: young person's age and gender, brief details of the presenting context and symptoms and a formulation based on the discussion with supervisor.
- The vignettes are formative but must be signed by the trainee's principal supervisor and submitted to the DOAT for feedback. The number of completed vignettes per rotation will be noted on the end-of-rotation ITA form.
- The 20 vignettes must include at least six young people under the age of 16 and at least six aged 16 to 25. The vignettes must include at least two but not more than four from each of the following diagnostic areas:
  - psychosis
  - mood / anxiety disorder
  - intellectual disability or significant cognitive impairment
  - deliberate self-harm
  - attention deficit hyperactivity
  - autism spectrum
  - substance use
  - Eating disorder
- Trainees and Fellows-in-training must complete the Professional Certificate in Youth Mental Health provided by an approved educational course/qualification (like ORYGEN) – the National Centre of Excellence in Youth Mental Health.
- Trainees and Fellows-in-training must submit a summative end-of-rotation ITA form to the College training team within 60 days of the completion of a rotation.
- Failure to submit the ITA form within 60 days will result in a letter being sent which reminds the trainee/Fellow in training to submit the ITA form within 30 days (of the date of correspondence).
- Continued non-receipt of the ITA form 30 days from the date of correspondence will result in a failed ITA form and rotation unless exceptional circumstances\* have been accepted by the College on a case-by-case basis.

**\*Exceptional circumstances:** Where relevant, the DOAT may recommend in writing that a trainee/Fellow in training receive a specified amount of extra time for the completion of an assessment(s) due to exceptional circumstances. The DOAT does not have the authority to determine when a case is exceptional or to grant an extension; this will be done by the Committee for Training (CFT) on a case-by-case basis.

- Clinical supervision for trainees must be maintained at a minimum of 4 hours each week for a minimum 20 weeks in a 6-month rotation. Of these hours, at least 1 hour per week must be individual supervision of a trainee's current clinical work.
- While 1 hour per week of individual clinical supervision is required in full for all trainees, the other 3 hours of supervision per week can be on a pro-rata basis for part-time trainees.
- Fellows-in-training are required to undertake 1 hour per week of individual clinical supervision for at least 40 weeks of the year.
- Trainees must undertake after-hours and emergency duties required by being in an accredited training post.

- Where a trainee believes there are exceptional circumstances that would prevent them from undertaking these duties, they should submit an application for exemption from after-hours experience for a specified or temporary time period to their employer and should notify their DOAT of this application.
- If approved, this exemption must be communicated to the Branch Training Committee.
- The targeted learning and progression requirements of Certificate of Advanced Training programs for both trainees and Fellows-in-training are:
  - a targeted learning plan is required when there has been a failure to successfully complete a rotation.
  - any three rotation failures will result in a requirement to show cause to the CFT as to why the trainee/Fellow in training should be able to continue in the program.
  - As a transitional provision, training undertaken in the Fellowship Program prior to acceptance into a Certificate of Advanced Training Program Recognition of Prior Learning (RPL) will be allowed for the 3 years following the launch of the certificate. RPL must be a stage 3 term within the last 5 years. For information on RPL, please refer to the *Recognition of Prior Learning Policy and Procedure* available in the Administration chapter of the Regulations, policies and procedures.
  - Certificate training must be completed within 6 calendar years of commencement of the Certificate, inclusive of any breaks in training or part-time training.
  - If Certificate training has not been completed within 6 calendar years, the trainee or Fellow in Training must show cause in writing to the relevant Subcommittee of Advanced Training (SAT) as to why they should be able to continue towards the Certificate. Communication will be sent to the trainee or Fellow in training indicating this.
  - SATs have the capacity to grant an extension of one (1) calendar year in the first instance. Further requests for extension must be considered by the CFT with recommendation from the relevant SAT.

**Please note:** The 6 year calendar maximum will be effective from 1 January 2017 for six Certificates of Advanced Training. The Certificate of Advanced Training in the Psychotherapies 6 year calendar maximum was implemented from rotation 1, 2016.

*All trainees and Fellows-in-training are able to apply for variation to the normal requirements on the grounds of exceptional circumstances. Applications must be made prospectively to the relevant SAT in the first instance.*

*For more information or to submit an application contact [traininghelp@ranzcp.org](mailto:traininghelp@ranzcp.org).*

- Submission of checklist and sign off.
- To be signed by the trainee, DOAT and SATYP Chair as declaration and confirmation that the trainee has satisfactorily completed the requirements of the Certificate training program.

### Certificate award process

- In order to be awarded a Certificate of Advanced Training, Fellowship must be attained.
- To commence the Certificate of Advanced Training award process, the Certificate checklist must be submitted to the DOAT once all Certificate of Advanced Training requirements are completed.
- Upon approval of the Certificate checklist from the DOAT, the checklist is submitted to the RANZCP Training team. The trainee's record will be audited to ensure all Certificate of Advanced Training requirements have been satisfied. The trainee cannot progress if any of the certificate requirements are outstanding.
- On confirmation that all Certificate of Advanced Training requirements have been completed, the RANZCP organises approval from SAT Chair.

- On approval of the SAT Chair, the application progresses via the SAT to the CFT for ratification.
- The CFT ratifies the award of the Certificate of Advanced Training and makes recommendation to the Education Committee (EC) for the award of Certificate of Advanced Training.
- The EC shall proceed to grant the awarding of the Certificate of Advanced Training.
- The EC and the CFT reserves the right to accept or reject the awarding of the Advanced Certificates if it does not conform to recommendations.

The EC ratification dates on the Admission to Fellowship schedule are when Certificates of Advanced Training are awarded. CFT approval is required to be finalised by the paper due date outlined in the Fellowship schedule in order to make the round.

- The RANZCP shall endeavour to adhere to the ratification deadlines, as outlined in the Admission to Fellowship schedule, though it may not always be possible. Trainees are encouraged to plan in accordance with the Fellowship schedule dates to be awarded a Certificate of Advanced Training.

### Dual Certificate training

*Trainees undertaking Certificates of Advanced Training and Stage 3 of the Fellowship Program concurrently must follow the requirements for all three programs.*

Trainees and Fellows-in-training are able to undertake two Certificate programs concurrently (Dual Certificate training).

- In order to be eligible for selection into Dual Certificate training, trainees must satisfy the mandatory selection criteria for both Certificates of Advanced Training.
- Trainees and Fellows-in-training enrolled in a Certificate of Advanced Training can apply to enter Dual Certificate Training. Approval must be granted from Directors of Advanced Training (DOAT) relevant to the certificates being attempted.
- DOAT may refer the application to the relevant Subcommittee for Advanced Training (SAT) if further consideration of the application is required.
- Progression in the initial certificate will be assessed as part of the Dual Certificate application. Applications into Dual Certificate Training more than 12 months FTE after commencement of first Certificate of Advanced Training will impact the ability to complete both certificates in the minimum time allowable. Recognition of concurrent training will only be recognised once accepted into Dual Certificate training. Dual Certificate training begins at the commencement date of the first certificate.
- Trainees and Fellows-in-training must present a detailed plan to both Certificate of Advanced Training program's DOATs describing how each Certificate of Advanced Training's requirements will be met, particularly in any rotations where requirements from both programs will be achieved concurrently. The plan also needs to address:
  - proposed rotations for each area of practice
  - supervision
  - attainment of EPAs and the proposed entrusting supervisor(s), particularly in any rotations where EPAs from both Certificates of Advanced Training will be attained
  - the trainee's progress with regards to the centrally administered summative assessments and their plan to achieve them within the expected timeframes. [Trainees only]

- The plan must be prospectively approved by the respective DOATs and tabled for noting at the next meetings of the SATs.
- Dual Certificate trainees and Fellows-in-training will be awarded both Certificates of Advanced Training upon satisfactory completion of all Certificate program requirements. Trainees are not eligible to be awarded dual certificates until they have completed a minimum of 36 months<sup>†</sup> FTE training once accepted into Dual Certificate training, depending on the degree of overlap between the two Certificates. Training time completed in one certificate prior to entering in the dual certificate will contribute to assessing minimum time Dual Certificate requirements.
  - If a post is assessed as meeting the requirements of two areas of practice, it can contribute concurrently to the time requirement of each certificate. One end-of-rotation ITA form, with two EPAs attained every 6-month FTE must be completed for each Area of Practice
  - Dual Certificate trainees and Fellows-in-training can apply and be awarded the first Certificate of Advanced Training at the completion of 24 months FTE training accredited for that Certificate's area of practice and all other requirements for the first Certificate of Advanced Training, even if incomplete in the requirements for the second Certificate of Advanced Training.
    - †Approved Dual Certificate training programs will vary as to the degree of overlap possible so not all combinations may be manageable within 36 months.
    - \*when paired with psychotherapies certificate, two certificates cannot be completed in less than 3 calendar years. 24 months FTE must be completed in the non-psychotherapies certificate.
- If a trainee or Fellow in training withdrew from, or stopped, one of the Certificates of Advanced Training at any point, a single certificate would only be awarded on the full completion of all requirements for the relevant Certificate program.
- Dual Certificate trainees and Fellows-in-Training must complete each Advanced Training Certificate within 6 calendar years of commencement, inclusive of any breaks in training and part-time training.
  - If Certificate training has not been completed within 6 calendar years, the trainee or Fellow in Training must show cause in writing to the relevant SAT as to why they should be able to continue towards the Certificate. Communication will be sent to the trainee or Fellow in training indicating this.
  - SATs have the capacity to grant an extension of 1 calendar year in the first instance. Further requests for extension must be considered by the CFT with recommendation from the relevant SAT.
    - **Please note:** The 6 year calendar maximum will be effective from 1 January 2017 for six Certificates of Advanced Training. The Certificate of Advanced Training in the Psychotherapies 6 year calendar maximum was implemented from rotation 1, 2016.