

RACP Progress Review Panel

Governance Overview

(as per Training Program Committee - Terms of Reference)

About this document

This document outlines the functions, membership, and reporting responsibilities of an RACP Progress Review Panel (secondary).

Secondary panels are established as an RACP community under the authority of the Training Program Committee as documented in its Terms of Reference.

Please refer to Training Program Committee - Terms of Reference for more information.

RACP Progress Review Panel - Governance Overview

1. PURPOSE

The purpose of a Progress Review Panel (Secondary) is to review trainee progress and record progression decisions, according to training requirements and progression criteria.

2. FUNCTIONS

The functions of a Progress Review Panel (Secondary) are to:

- a) Review trainee's progress against established progression criteria and recommend progression decisions including training conditions.
- b) Identify trainees who may need additional support via the training support pathway.
- c) Propose modified training requirements (including training conditions) for individual trainees, as appropriate.
- d) Record recommended trainee progression decisions via the Training Management Platform (TMP) for review and endorsement by the relevant training program committee.
- e) Uphold College policy requirements including privacy policy, conflicts of interest, and code of conduct in all discussions and activities.

3. MEMBERSHIP

A Progress Review Panel (Secondary) shall comprise of College members and other individuals with interest, experience and expertise in assessment and medical education relevant to the training program. Members must be able to use training data to make judgements on outcomes and engage in collegial discussions to reach decisions.

Refer to Progress Review Panel Guide for recommendations on panel composition.

4. REPORTING

A Progress Review Panel (Secondary) is accountable to the relevant training program committee, and any progression decisions made are reviewed by the committee for endorsement prior to publication.